

Research Board

Minutes

Date: March 12, 2015
Time: 8:30 - 10:00 am
Place: ERC 3023
Present: P. Drayson, C. Elliott, J. Freeman, J. Hughes, B. Ikeda, A. Leach, G. Lewis, M. Owen (Chair), V. Sharpe (Secretary), E. Waller, R. Weaver
Absent: H. Kishawy, C. McGregor

1. Approval of the Agenda

Motion to approve: G. Lewis, seconded by J. Hughes. All in favour. Motion passed.

2. Approval of previous meeting's minutes

Motion to approve: G. Lewis, seconded by R. Weaver. All in favour. Motion passed.

Corrections:

Time change to pm rather than am.

5a) include Faculty of Education in CFREF.

3. Business Arising

a. Policy on Over Expenditure on Research Accounts

Approved by Academic Council and Senior Leadership Team. Now active. Corrections to procedures. Will bring back to Research Board. In response to the question how will policies be communicated to Faculties and where will the policies be stored, M. Owen noted that approved policies and procedures will be circulated to the Deans and will be inserted into the Administrative Code. A recommendation was to email all faculty, PBOs and other staff, as required.

ACTION: The Office of Research Services will send a quarterly update on all approved policies and procedures to Deans, faculty members and PBOs as well as other staff, as required.

b. Policy on Use of Internal Research Funds

Deferred as J. Freeman was not present.

c. ResearchGate

Michael Owen noted that ResearchGate is an online CV website that could serve as another option for faculty to promote their research. Works well for science and engineering. Available for researchers should they choose to use it.

d. Working Alone Policy

Deferred as J. Freeman was not present.

e. Research Communications (Research Stories)

Deferred as J. Freeman was not present.

f. Building Access Policy and Procedures

Approved at SLT and will be sent to faculty, Deans and inserted in the Administrative Code (as per 3a).

4. **New Business**

a. Intellectual Property Policy — Preliminary discussion

Joe Miller (guest) gave an overview of the Intellectual Property Policy.

Question about thesis defense withholding due to IP without IP registered with ORS. Agreed that if there's nothing filed with ORS, there's no IP and therefore the thesis defense should not be withheld.

M. Owen noted that issues arise as new students are recruited to on-going projects and may not realize or have been given the information about restrictions on IP.

The onus is on the Faculty Member to inform any of their collaborators (including students) and have these collaborators sign a participant agreement. J. Freeman noted that ORS is looking into a "student on-boarding" process. Other suggestions: include a notice in the offer letter from HR, inform summer students, etc.

J. Freeman reminded members of the UOIT IP policy which is "creator owned" and the reciprocal obligations between the university and the creators (faculty members, students).

Question about "retaining rights to the IP" – as soon as IP is developed it needs to be disclosed to ORS and the researcher should indicate whether s/he intends to pursue IP on their own. Even if the researcher takes on the responsibilities, and earns royalties, there is a clause regarding royalties to be paid to UOIT.

Identified issues – many procedures mixed into the policy – looking to remove the procedures. Copyright ownership, IP generated by graduates. Lack of policy about spin-offs and start-ups.

ACTION: J. Miller will be invited back to the Research Board to enable a focused robust discussion on IP.

b. Draft NSERC Strategic Plan

NSERC has a new President D. Mario Pinto. New strategic plan and 4 priority areas.

ACTION: M. Owen will draft a response that can be circulated with the NSERC draft document and seek feedback.

A question arose regarding visiting scholars (CIC policy on temporary workers) as this will be an issue with recruiting faculty.

c. Records Management Policy Consultation (Niall O'Halloran, guest)

N. O'Halloran presented the draft Records Management Policy and sought feedback. Two goals of the process are to develop a records policy and a retention schedule.

P. Drayson noted that the university is at risk without appropriate document retention.

ACTION: Send feedback to N. O'Halloran.

A question arose regarding the word "record" and its broad definition. A. Leach asked about research data arising from studies with humans and issues related to conflict of policy. It was suggested that the policy should include examples of documents (categories, what to include and not include), under which area they fall and how the documents are protected.

There is a need to have clarification on records and procedures, scope and authority of to whom it applies.

ACTION: Send N. O'Halloran a list of what records are questionable and your ideas on how they should be handled.

5. **Other Business**

- a. Roundtable on key issues that impact research in Faculties
Deferred.

6. **Reports & Information**

a. **Vice President's Report**

M. Owen circulated his report which included:

- o Role of Research Board members
- o Federal Science, Technology and Innovation Strategy
- o Tri-Agenda Open Access Policy <http://www.science.gc.ca/default.asp?lang=En&n=F6765465-1>
- o Canada Research Chairs (Update)
- o Canada First Research Excellence Fund (update)
- o Ontario Council on University Research (OCUR)
- o High Performance Computing
- o Centre for Advanced Research, Innovation & Entrepreneurship (update)
- o CIHR Institutes and Reforms to Open Programs and peer review
(including CIHR Institute for Aboriginal People's Health)

M. Owen encouraged attendance at the Research Excellence Award Speaker Series, March 24, 2015 at 5:00 pm in UA 1240. Featured speaker is Bernadette Murphy, Health Sciences.

ACTION: M. Owen will meet with P. Drayson regarding support for faculty for funding from Tri-Council post May 1, 2015. ORS will draft an email.

M. **Next meeting** (Thursday, April 23, 8:30-10:00, ERC 3023)

N. **Adjournment**
10:16 am.