

Research Board

Minutes

Date: May 20, 2015
Time: 1:00 - 3:00 pm
Place: ERC 3023
Present: G. Beja (for C. Elliott), J. Hughes, B. Ikeda, G. Lewis, C. McGregor (by phone), M. Owen (Chair), V. Sharpe (Secretary),
Absent: P. Drayson, J. Freeman, H. Kishawy, A. Leach, E. Waller, R. Weaver

1. Approval of the Agenda

Motion to approve: All in favour. Motion passed.

2. Approval of previous meeting's minutes

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

3. Business Arising

a. Minutes

Suggestion to include action items in an email circulated after the meeting before minutes are circulated. M. Owen reviewed the action items from the previous meeting.

ACTION: V. Sharpe will recirculate the action items from the previous meeting.

b. Records Management Policy

M. Owen noted that N. O'Halloran has requested feedback on a policy statement regarding Research Records to be included in the Records Management Policy.

ACTION: Research Board representatives to circulate the policy statement to Faculty Members for feedback.
ACTION: Defer providing feedback to June meeting.

4. New Business

a. Tri-Agency Monitoring Visit

G. Beja noted that this monitoring visit is less of a financial audit and more of a compliance audit. UOIT will complete a gap analysis, benchmarking, internal compliance testing, etc. Research and Trust Account (RTA) is informing everyone about the visit to occur in 2016-2018.

ACTION: V. Sharpe will circulate the presentation on the Tri-Agency Monitoring Visit.

ACTION: Faculty representatives to share the information to their Faculty Members.

ACTION: M. Owen will meet with Craig to discuss communication regarding the visit.

b. UOIT Annual Research Performance

M. Owen reviewed UOIT's annual research performance.

ACTION: V. Sharpe to circulate the presentation.

c. IP Policy Sub-Committee

M. Owen noted that there was an IP Policy Sub-Committee a few years ago that worked to propose amendments to the policy. The goal is to have the committee work over the summer and fall and bring a draft revised policy to the Research Board in December 2015, followed by consultations with faculty and on

to Academic Council and the Board of Governors. There will not be a change to the philosophy of creator-owned IP with a requirement of disclosure.

ACTION: M. Owen will put a call out for three Research Board members to sit on the committee. Other academic and professional staff may be invited.

d. **Conflict of Interest in Research Update**

M. Owen reported that the subcommittee is meeting next week and will provide a report for the June meeting.

5. **Other Business**

a. **Roundtable on key issues that impact research in Faculties**

G. Beja requested feedback on the RTA communication they wish to circulate to Faculty related to PD funds that have an end date of June 15, 2015 for spending the funds (July 31, 2015 to submit receipts). Approved by the Research Board.

ACTION: M. Owen will follow up with B. MacIsaac regarding instituting end dates on start-up funds that currently do not have end dates.

ACTION: Upon hearing from M. Owen, RTA will circulate to Faculty.

6. **Reports & Information**

a. **Vice President's Report**

M. Owen circulated his report which included information on:

- Ontario VP Research meeting took place in Ottawa last week and included meetings with representatives of SSHRC, NSERC, CIHR, and CFI.
- Auditor General is auditing IP Policies and Procedures at three Ontario universities (Waterloo, Toronto and McMaster).
- FedDev changes.

7. **Next meeting** Friday, June 19, 8:30-10:00, CC 2222

8. **Adjournment**

2:09 pm.