

## Minutes

**Present:** Tom Dickinson, Julie Drolet, Ehsan Latif (Chair), Sandy Scarff, Mohamed Tawhid, Nancy Van Wagoner, Colin James (minutes)

**Regrets:** Will Garret-Petts, Jim Hu, Star Mahara, Roger Yu

**Absent:** Norm Friesen, Cheryl Zawaduk

1. Call to order. Ehsan welcomed Tom to the committee as a new dean representative
2. Adoption of Agenda: moved by Julie, seconded by Mohamed, approved as amended, with the addition of Committee Membership and Follow up regarding compliance
3. Approval of Minutes: Moved by Nancy, seconded by Sandy, approved as amended, correction to the spelling of Schefel.
4. Report of AVP- Research and Graduate Studies
  - a. SSHRC workshop by Jo VanEvery on May 20<sup>th</sup> will be followed by a BBQ. The NSERC workshop by Gillian Binstaed, originally scheduled for May 28<sup>th</sup> is postponed until mid to late June (date to be confirmed)
  - b. Student Research Celebration scheduled for June 1<sup>st</sup>, 4-6 pm in the Panorama Room of IB. Music, great food, a few short celebrations. Tom will place on the agenda for the Dean's Council **Action:** Tom
  - c. SSHRC Program Architecture Review.
    - i. Will Garrett-Petts participated in a teleconference
    - ii. Julie Drolet will be attending a meeting in Ottawa
    - iii. Nancy Van Wagoner is providing leadership as the SSHRC Leader
    - iv. The report was distributed to the RCS and the research community in February and March requesting feedback. However, none received. The new structure more program oriented, giving greater long-term stability. New name for Standard Research Grants New date for grant applications is September 1<sup>st</sup> (15<sup>th</sup>??). Nancy submitted feedback to SSHRC regarding the inconvenience of this date.

- d. The new Tri-Council financial agreement guide was distributed to the RSC and the TRU community on April 19<sup>th</sup>
- e. Michael Smith Proposal on the Harmonization of Ethical Reviews of Research Involving Humans in BC (BCEHI). Sent to the TRU-HEC for comment. Nancy needs to send a response by the end of the week. Ehsan asked to remind Mike Woloszyn (Chair of TRU-HEC) of need for comment.
- f. Ehsan commented that all HEC forms are still paper-based. Nancy asked Ehsan to contact Mike regarding what is needed so that appropriate forms can be provided on the research web-page.
- g. CAURA meeting: Nancy attended the CAURA meeting in Calgary last week. Issues discussed were: compliance, financial and ethics, contract negotiations and language, workload/responsibility/appreciation
- h. Continuing with year-end reporting
- i. Developing clear and streamlined processes. Providing feedback to faculty when and why hold-ups are occurring. Would appreciate feedback through the RCS on any/all issues that arise regarding processes of the Office of RIGS.
- j. 40<sup>th</sup> Anniversary celebration in September. More details to come regarding Research Celebration.
- k. June 10 is anticipated launch date for the Academic Inventory Database. Lincoln will be providing workshops and one-on-one assistance.
- l. The Research Web-Page should be ready by the end of July.
- m. Items that will be brought forward to Provost's council are:
  - i. Workshops for new Deans and Chairs regarding fostering research, the TRU-RIGS (mandate and operations), and research policies and procedures
  - ii. The Annual Research Celebration: Dean's input regarding date, venue, special recognitions
  - iii. Undergraduate Research Celebration June 1, 4-6 pm
  - iv. Nominees for a sub-committee to the Research Committee of Senate to review the research component of the TRU Strategic Plan.

## 5. Old Business

- a. Research Centre Proposal Review Report: Follow up on the Walking Centre submitted by Baugh and discussed at the previous meeting: A request for clarification was submitted to Bruce Baugh and the subcommittee is awaiting a response.
- b. Policy on external grants. Will Garret-Petts, Paul Manhas and Nancy Van Wagoner have volunteered for the sub-committee. It was recommended that one more faculty member participate. A schedule of meetings will be established. **Action:** Ehsan
- c. Award of Excellence in Scholarship: Amendments were made as attached.vMoved by Nancy, seconded by Mohamed to accept the amendments: **All in favour**

- d. Research Enhancement Fund: Amendments to the document as attached were moved by Nancy, seconded by Mohamed to accept the amendments: **All in favour**
  - e. Review of University Strategic Plan. Discussion on how best to provide input on the research perspective into the university strategic plan. Moved by Mohamed, seconded by Nancy to establish a sub-committee with cross-institutional representation to review the research aspects of the University Strategic Plan: **All in favour**  
Nancy will bring this forward to Provost's Council and request that nominees be submitted to the Chair of the Research Committee. **Action:** NVW
  - f. Undergraduate Research Mentorship Award (Nancy Van Wagoner): The attached Draft was Tabled to next meeting
6. New Business
- Membership of RSC
- i.) The memberships of Ehsan Latif, Julie Drolet, Norm Friesen and Jim Hu have ended
  - ii.) The membership of Star Mahara ends next month
  - iii.) Two positions must be faculty Senators
- Ehsan will follow up with Senate for Steering Committee    Action: Ehsan

The meeting adjourned at 5:15 PM

Carry forward items:

- a. Tri Council MOU Schedule 5 (Star Mahara)
  - b. Reports from the other compliance subcommittees
  - c. Workshops regarding infusing research as a part of the undergraduate curriculum (Nancy Van Wagoner)
  - d. Review of the Strategic Research Plan
  - e. Workshops for deans and chairs (Nancy Van Wagoner)
  - f. Undergraduate Research Mentorship Award ( Nancy Van Wagoner)
7. Next meeting  
September??