RESEARCH ADVISORY COUNCIL AGENDA
March 14, 2024 | 1:30 pm – 3:30 pm | Teams

Welcome and Introductions

1. **Items for Adoption**
1:35   **1.1**   **Agenda: March 14, 2024**
1:38   **1.2**   **Minutes: January 18, 2024**

2. **Discussion**
1:40   **2.1**   **Research overloads – Ash Lalani**
1:55   **2.2**   **Research Mixer – Gillian Hatfield**
2:10   **2.3**   **Ideas for future RAC Meetings – Gillian Hatfield**
2:20   **2.4**   **Open access publishing fee (APC) discounts– Martin Warkentin**
2:30   **2.5**   **Community Scholars Program (CSP) - Martin Warkentin**

3. **Business**
2:35   **3.1**   **Updated Terms of Reference (TOR) Review**

4. **Information Items**
   4.1   **Research Office report – see attached**
   4.2   **Human Research Ethics Board report – no report**
   4.3   **Teaching and Learning Advisory Council report – see attached**
   4.4   **Senate Research Committee report – no report**
2:40   **4.5**   **Student Research Day on Thursday, March 28**

	START	END
Doors Open	9.30	
Microlectures	10.00	11.00
Lunch	11.15	11.45
Poster contest	11.45	2.15
Break	2.00	3.00
Awards	3.00	3.30

5. **Roundtable Discussion (time permitting)**

6. **Adjournment: 3:30 pm**
   6.1 Next meeting: May 9, 2024, 1:30 pm to 3:30 pm

Please see the [Research Office website](#) for more information on events and funding opportunities.

RESEARCH ADVISORY COUNCIL AGENDA
January 18, 2024 | 1:30 pm – 3:30 pm | Teams

Present:	Christine Elsey, Shawn Geniole, Amanda McCormick, Noah Schwartz, Luisa Giles, Rita Dhungel, Karun Karki, Trevor Beugeling, Martin Warkentin, Gillian Hatfield, Irwin Cohen, Shelley Canning, Geetanjali Gill, Olav Lian, Cindy Jardine, Lauren Erland, Garry Fehr, Ash Lalani, Victoria Surtees, Michael Hitch, Lara Duke, Cynthia Thompson.
Recorder:	Natalie Vanderleest, Tracy Morrison.
Regrets:	Paul Fontaine, Albert Kim, Mariano Mapili, Sandra Gillespie, Opeyemi Adesina, Masud Khawaja, Barnabe Assogba, Lenore Newman, Satwinder Bains, Martha Dow, Jon Thomas, Keith Carlson, Anastasia Anderson, Jacob Spooner, Tetsuomi Anzai, Chris Schinckus, Teresa Kisilevich.

Welcome and Introductions

Gillian Hatfield welcomed everyone to the RAC meeting.

1. **Items for Adoption**

   1.1 Agenda: January 18, 2024
   MOTION: THAT the agenda for the January 18, 2024, RAC meeting be approved as presented.
   Shelley Canning, Noah Schwartz   CARRIED

   1.2 Minutes: September 21, 2023
   MOTION: THAT the minutes from the September 21, 2023, RAC meeting be approved as presented.
   Geetanjali Gill, Lara Duke   CARRIED

2. **Discussion**
   2.1 Patient Orientated Research – Cynthia Thomson
   - Feb. 2, 2024, POR (Patient Orientated Research) Zoom webinar at 1pm-2pm. Please register at bit.ly/POR_20240202
   - POR is about engaging patients as research partners. Instead of studying patients, the research is being done with the patients as partners. POR is not only being conducted in clinical research but community-based research as well.
   - Benefits found by including patients is having knowledge translation from all angles, including care givers, medical providers, patients, and researchers.

2.2 Research Security – Garry Fehr

- Garry presented information on Policy for Sensitive Technology Research and Affiliations of Concern. This is a new Research Security policy.
- Slides and other resources will be shared on the UFV Research website under "Research Security" once we are allowed to share them.
- This policy only applies if you are "advancing" technology in your research.
- There is a Named Research Organizations list of 100+ names that we are not to be affiliated with for advancing technology research.
- Currently it is only for CFI and Tri-Agency grant applications that will be asking if you are advancing technology. If you are, everyone associated with the project will be asked to complete attestation forms.
- Currently the concern is affiliations with research institutions with links to the military in China, Iran, and Russia.

3. **Business**

   3.1 Terms of Reference (TOR) Annual Review

   - The list of RAC membership is found on the website and lists who are voting and non-voting members:
     https://www.ufv.ca/media/assets/research/rac/2023-2024-RAC---Membership.pdf
     MOTION: THAT the Terms of Reference be approved as presented, with an update to faculty names in the document.
     Shelly Canning, Gillian Hatfield   CARRIED

4. **Information Items**

   4.1 NSERC USRA update – Ash Lalani

   - Applications for the NSERC Undergraduate Student Research Awards (USRA) for the 2024-2025 academic year will be accepted until Monday, **March 18, 2024**.
   - These awards provide students with funds for a 16-week supervised project up to $6000. Supplementary funds are required to bump up the amount to meet the minimum wage requirement in BC, but a supervisor may pay a higher wage. Please email rgs@ufv.ca to discuss wage rates.
   - ONGOING Pilot Project from the Government of Canada: SSHRC and CIHR USRA program for students of Black heritage. Each university has been given one allotment for SSHRC and one for CIHR. The applications must be submitted using the NSERC USRA portal.
     The deadline is **March 18, 2024**, and decisions will be made by the end of April 2024.

   4.2 Research Office report – see attached.

   - Reminder Feb. 15th is the deadline for Work-Study applications.

4.3 Human Research Ethics Board report – no report

4.4 Teaching and Learning Advisory Council report – see attached.
- If anyone is looking to create learning outcomes for work study applications, creating a plan for the learning outcomes, or needs support with writing, please reach out to the TLC.

4.5 Senate Research Committee report – no report

4.6 Faculty Microlectures on Feb. 15, 2024, at 11:30am in the Spirit Bear Café in A building, Abbotsford campus. Please email Leona.Oakman@ufv.ca if you are interested in participating in the 2-minute challenge.

5. **Roundtable Discussion (time permitting)**

6. **Adjournment: 2:57 pm**
   MOTION to adjourn – Irwin Cohen

   6.1 Next meeting: March 14, 2024, 1:30 pm to 3:30 pm

Research Advisory Council
Terms of Reference

1. **Mandate**

   The Research Advisory Council (RAC) provides an interdisciplinary forum for discussion of ideas, issues related to research. RAC advocates for research activity within the context of a teaching university. RAC provides an opportunity for research-oriented faculty members at UFV to come together to discuss topics related to research, to support research-based initiatives, and to stimulate discussion and profile research activity at UFV. RAC will provide advice and support to the AVP of Research & Graduate Studies and other UFV decision-making bodies such as the Senate Research Committee.

   The RAC shall:
   1. Initiate and plan activities and events related to research, to inspire and facilitate institution wide discussion. These activities and events may take place within RAC meetings themselves.
   2. Provide a forum where new research, scholarly initiatives, good research practice, and new ideas can be discussed and reviewed in an inter-disciplinary context.
   3. Provide a space in which research-minded faculty can network and have a collective voice.
   4. Support the visibility of research by profiling and disseminating information about research activities and good research practice.
   5. Support and advocate for student research opportunities.
   6. Act as a resource for faculty regarding the scholarship of teaching and learning.
   7. Act as a resource to new faculty to support them in the development of their research and scholarly activity.
   8. Consult with and advise program areas on matters related to research and the integration of research and teaching.
   9. Establish committees, as required, to address and/or advise on emerging issues as they relate to research, creative, and scholarly activities.
   10. Consider and review UFV's strategic, strategic research, and education plans, policies and practices to assess the implications for research and the integration of research and teaching. These may be requested by the AVP of Research & Graduate Studies, Senate Research Committee (SRC), or other UFV bodies. Advice may be sought on the content, interpretation, and implementation of plans and policies.
   11. Provide liaison to related groups such as the Teaching and Learning Advisory Council (TLAC) and others.

2. **Membership**

   Voting Members:
   - Two faculty members who are researchers, delegated by each faculty: Arts (two from Social Sciences and two from Humanities), Education, Community, and Human Development, Applied and Technical Studies, Health Sciences, Science, and Business and Computing.

- University Librarian or designate
- Chair or Vice-Chair of the UFV Human Research Ethics Board
- Directors/leaders of each UFV research institute, centre, or lab
- Research Chairs

Non-Voting Members:
Other senior leadership members or their designates are welcome to attend
Provost and Vice-President, Academic
AVP of Research & Graduate Studies
Dean, College of Arts
Dean, Business and Computing
Dean, Science
Dean, Health Sciences
Dean, Education, Community, and Human Development
Dean, Applied and Technical Studies
Director of Research Services & Industry Engagement
AVP, Teaching & Learning

3. **Chair**
Every second year at its regular May meeting, the RAC will elect a Chair and a Vice-Chair from its membership. The selection of the Chair and Vice-Chair may be deferred at the request of RAC to September. In the event of an election, voting may occur by ballot.

The Chair (or designate) is a member of the Senate Research Committee ex-officio. The Chair is responsible for liaison with the Research Office. In their absence, the Vice-Chair will provide liaison or attend meetings.

4. **Regular Meetings**
The Council shall hold meetings in September, November, January, March and May each year. The Council may also meet at the call of the Chair, or at the request of the AVP of Research & Graduate Studies, or the Chair of the Senate Research Committee. In the event that a vote must be taken on specific recommendations made to the AVP or other UFV decision-making body, a quorum shall be 50% plus 1 of voting members.

All meetings of the Council are open to all UFV faculty, staff and students wishing to attend.

5. **Proceedings**
A summary record of the proceedings and recommendations of the Council will be produced and circulated by the Research Office Assistant in Research & Graduate Studies.

Office of Research Services
RAC Report | March, 2024

- ROSA applicants were informed on February 15th, 2024 regarding the results. We were able to fund 39 Research Option (RO) out of 51 applications and 18 Scholarly Activity (SA) out of 18 applications. A big thank you to our committee members who worked hard to adjudicate these applications.

- The Faculty Student Research and Scholarly Activity Fund and SSHRC Explore internal grant competitions deadlines were on March 8th. The committees will be reviewing and scoring the applications over the next few weeks. Applicants will be notified no later than the end of March.

- Reminder: Our office will not be able to adjudicate the internal Accelerate grants due to lack of funds this year.

- Three SSHRC Insight Development Grants (IDG) as leads from UFV were submitted before the deadline of February 2nd. There was one IDG application on which UFV is a co-applicant. The applicants will be informed of the results in the next few months.

- One SSHRC Partnership Grants LOI with UFV as the lead and three SSHRC Partnership Grants with UFV as co-applicants were submitted on the deadline of February 10th. Applicants should know in the next few months if they were successful to proceed forward to stage 2 to submit a full application.

- One SSHRC Connection Grant was submitted by the February 1st deadline. The applicant should receive their results no later than mid-April as the next Connection grant is open for May 1st.

- One Public Safety Canada grant pertaining to search and rescue initiatives was submitted on January 23rd. The applicant should be informed of the results in the next few months.

- One MSHR New Scholar Award was submitted on January 29th and the applicant should receive their results in the next few months.

- Three NSERC Early Career Research Voucher under the Alliance Advantage program were submitted prior to the deadline of February 22nd. The results will be announced in the next few months. Due to overwhelming demand, NSERC will be going to a lottery system in order to allocate who will receive the funds. The intent of the ECR voucher is to replace some or all of the cash contribution from any partner recognized for cost sharing.

- Two CIHR project grants were submitted on March 6th. We should receive the results in a few months.

- Two NSERC Lab2Market Grants were submitted where UFV was a co-applicant institution on the applications. Successful applicants will be notified in the next few months to move on to submit a full application.

- One Abbotsford Community Foundation grant (LOI) was submitted in February and the applicant will be informed if they are to proceed to the next phase of the application process in the coming weeks.

- One CFI JELF application was submitted on February 15th. As this is a two-phase approach, the matching funds from the BC government application BCKDF will be submitted on March 15th.

- MSHR has a few initiatives pertaining to their Reach Program and Convening and Collaborating program. Applications will open in April 2024 and they will also be hosting information webinars in April/May. Please check the website for further details.

- Reminder: All research grants and contracts must go through our office for a review regardless of who completes the submission to the agency. Please ensure that you are noting the appropriate overhead/indirect costs. As per university policy, our overhead rate is 25% unless the funder waives the rate or has a reduction of that rate noted on their website or in their instructions. For most (but not all) Tri-Agency grants there is no overhead. If you have any questions, please contact Ash Lalani.

- Reminder: If any faculty members are working on any grants/contract (Tri-Agency or other funding organizations) please contact the Director, Research Services and Industry Engagement, Ash Lalani ash.lalani@ufv.ca ASAP to help review your application and provide guidance on next steps, review, submission process etc. We have an internal process for **at least 10 business days prior to the deadline date**. This also includes those working as co-applicants with other institutions that may require a letter of support.

- **Reminder: All grant applications that are requesting a total amount of $100,000 or more** for the duration of the grant must be reviewed and **have the approval of the Provost** prior to submission. This is as per university policy. Please ensure that there is appropriate lead time prior to submission in order to account for this step.

- Reminder: major grant holders may be eligible to receive one teaching release if they are the Primary Investigator (PI) for a major grant from only NSERC, SSHRC, and CIHR grants. Co-principal investigators and co-applicants are not eligible due to lack of funds our office has at this time. This information is noted on our website.

- Reminder regarding major grant holder releases, the releases are eligible for the duration of the grant (# of years total) but they are not applicable to extension years taken after the term of the grant. For example: You hold a Tri-Agency grant as the principal investigator for three years total, you are eligible to apply for a release for each year. If you decide that you will opt for the extension (providing the grant allows for it) then you would not be eligible for a release in the extension year. This information is noted on our website.

- Reminder: SSHRC has launched a new Partnership Engage Grant competition which will be held four times a year (December 15, March 15, June 15 and September 15). There is also a joint health initiative with the Public Health Agency of Canada (PHAC). For more information, please see here: https://www.sshrc-crsh.gc.ca/funding-financement/programs-programmes/partnership_engage_grants-subventions_d_engagement_partenarial-eng.aspx

- Reminder: about NSERC Alliance Grants if you are going to be working on a NSERC Alliance grant, please ensure that you check in with the Director, Research Services & Industry Engagement to discuss if there are any partnership/security risk concerns. NSERC Alliance grants have a rolling deadline unless specified as a special call with a hard deadline.

- Reminder: the next SSHRC Connection grant competition will be held on May 1, 2024 as this is a grant that has 4 application intakes per year (February, May, August and November). SSHRC Insight development grants are due February 2, 2024. SSHRC Partnership Grants Stage 1 are due on February 10, 2024. Please ensure that you contact Ash Lalani ASAP if you have not done so already if you are planning to be an applicant or a co-applicant.

- Mitacs programs do require a 50% match from an external partner which they will then match. A list of possible projects/partners will be advertised in the next research newsletter. More information about Mitacs programs can be found here: https://www.mitacs.ca/discover-students/

- Mitacs also has an Indigenous Pathways Stream which allows for a smaller contribution of 25% from the partner for applications that have an Indigenous partner organization and/or an intern who is Indigenous. Further information can be found here: https://www.mitacs.ca/about/indigenous-pathways/

TLAC Report – March 2024

- **ConnectED, May 8ᵗʰ**: This year's "teach, learn, transform" ConnectED conference will host a variety of sessions and an amazing keynote speaker. [The call for proposals](#) is now open with the following presentation options – micro teach, SoTL research, extended teaching experience, and Communities of Practice sessions. This free conference is open to all staff and faculty and will take place on Abbotsford campus with some options for hybrid participation.

- **The TLC welcomes Leanne Joe the new Indigenous Curriculum Developer**. Leanne's focus will be on supporting the Indigenization of curriculum and she works Tuesdays, Wednesdays, and Thursdays. Her office is in G110. If you are interested in working with her, please get in touch: leanne.joe@ufv.ca

- **Learning Exchange and K-16 Conversations:** In collaboration with the Provost's Office and following a successful Education Summit in November with FV School Districts, Awneet and the TLC team launched the first of a series of webinars on February 13 that brought together UFV faculty and FV School District educators to discuss innovative pedagogies. There are a total of five Learning Exchange webinars scheduled around topics such as assessment, Indigenization, student-readiness, and Trades partnerships. The webinars are open to all. The two webinars so far have fostered productive conversations about how to bridge the gaps for students as they transition to post-secondary education at UFV. These conversations are ideal spaces for fostering relationships for joint projects and research. Register [here.](#)