

**RESEARCH ADVISORY COUNCIL AGENDA**  
**Sept. 18, 2025 | 1:30 pm – 3:30 pm | Teams**

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**Welcome and Introductions**

**1. Items for Adoption**

- 1.1 Agenda: Sept. 18, 2025**
- 1.2 Minutes: Mar. 20, 2025**

**2. Business**

- 2.1**

**3. Discussion**

- 3.1 Post Doc Primer – Garry Fehr**
- 3.2 Input on structure, topics and activities for RAC – Garry Fehr**

**4. Reports**

- 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**

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

**6. Information Items**

- 6.1 ROSA final reports - Due Sept. 15, 2025**
- 6.2 ROSA applications – Apply by Oct. 31, 2025**
- 6.3 Sabbatical applications – Apply by Nov. 1, 2025**
- 6.4 CERA day is Oct. 3, 2025 – Sold Out**

**7. Adjournment:**

- 7.1 Next meeting: Nov 13, 2025, 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

Mar. 20, 2025 | 1:30 pm – 3:30 pm | Teams

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**Present:** Noah Schwartz, Garry, Fehr, Wade Deisman, Keith Carlson, Rita Dhungel, Janelle Scztuhar, Victoria Surtees, Alyson Jule, Irwin Cohen, Cynthia Thomson, Shawn Geniole, Michael Hitch, Amanda Wurz, Trevor Beugeling, Kelly Tracey, Brianna Strumm, Kathleen Rodgers, Chris Schinckus, Christine Elsey, Ismail El Sayad

**Recorder:** Jasleen Rakkar

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**Regrets:** Paul Fontaine, Albert Kim, Mariano Mapili, Sandra Gillespie, Luisa Giles, Opeyemi Adesina, Masud Khawaja, Rita Dhungel, Barnabe Assogba, Gillian Hatfield, Lenore Newman, Satwinder Bains, Martha Dow, Jon Thomas, Shelley Canning, Anastasia Anderson, Jacob Spooner, Cindy Jardine, Lauren Erland, Tetsuomi Anzai, Lara Duke, Lin Long

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### Welcome and Introductions

#### 1. Items for Adoption

##### **Agenda: Mar. 20, 2025**

1:35 **1.1** MOTION: THAT the agenda for the March 20, 2025, RAC meeting be approved as presented.

Cynthia Thomson, Irwin Cohen CARRIED

##### **Minutes: Feb. 06, 2025**

1:38 **1.2** MOTION: THAT the minutes from the Feb. 06, 2025 RAC meeting be approved as presented.

Shawn Geniole, Cynthia Thomson CARRIED

#### 2. Business

1:40 **2.1**

#### 3. Discussion

1:40 **3.1 Tri-agency grant writing recommendations from successful applicants**

- SSHRC Insight Development – Kathleen Rodgers
  - Kathleen provided an overview and insight into the grant writing process and review
- NSERC Discovery – Olav Lian
  - Olav provided a presentation on key components of successful NSERC applications. See presentation slides attached.

#### 4. Reports

2:45 **4.1 Research Office report – see attached**

2:50 **4.2 Human Research Ethics Board report – see attached**

**4.3 Teaching and Learning Advisory Council report – Victoria Surtees**

3:00 **4.4 Senate Research Committee report – see attached**

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

#### 6. Information Items

2:40    6.1       • **Student Research Day – Garry Fehr**  
          ○ Looking for faculty volunteer judges between 10am-1pm. Sign up online, here  
                  <https://www.ufv.ca/research/students/student-research-day/faculty-judge-sign-up-form/>

      6.2       • **Submit nominations for URE - Garry Fehr**  
          ○ Nomination deadline April 18<sup>th</sup> 2025

      6.3       • **Undergraduate Student Research Awards – Garry Fehr**  
          • Decisions will be shared with applicants and their faculty supervisors in the first week of April via email

**7. Adjournment:**

**7.1 Next meeting: May 15, 2025, 1:30 pm to 3:30 pm**

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

## Office of Research Services

### RAC Report | September, 2025

- Between the end of March 2025 and August 2025, the Office of Research Services and Graduate studies has submitted 29 research grants to external funding agencies in various disciplines. We are waiting on those results.
- We are pleased to have received notice that we had 2 successfully funded SSHRC Insight Development Grants (submitted in February 2025)
- We are pleased to have received notice that we had 1 successful SSHRC Partnership Engage Grant.
- We have received notice that we had 2 NSERC Discovery Horizons Grants notification on intent proceed forward to the full application stage due mid-October. This was a competitive NOI so we are pleased to see them move on to the full application sage.
- ROSA applications (internal grant) **will be due on October 31<sup>st</sup>** (no extensions will be provided) further information can be found here  
<https://www.ufv.ca/research/faculty/rosa-support/>
- The Faculty Student Research and Scholarly Activity (FSRSA) UFV internal grant will be open sometime in Spring 2026 as all funds for this year have been exhausted. Please check the website for further details and our office will be sending out notice when the competition opens: <https://www.ufv.ca/research/faculty/funding/internal-funding/>
- As noted in our previous RAC report, the SSHRC Institutional Grant (SIG) was submitted by the Office of Research Services in December 2024. The block grant is a 3-year grant that the Office of Research Services receives in order to fund the internal UFV SSHRC Explore grant. The application was a renewal. We are pleased to announce that our office successfully received funding for the SSHRC Explore grant for the next 3 years. The competition will open sometime in Spring 2026 and our office will send out notice. Please check the website for further details:  
<https://www.ufv.ca/research/faculty/funding/internal-funding/>
- Our office is pleased to announce that we have hired a new grants facilitator, Dr. Ronald Adjekum. Please continue to direct all research grants and contracts inquiries at the pre-award stage to Ash Lalani, Director Research Services & Industry Engagement. For all post-award inquiries please contact Clarrie and Ryan at [rgsposaward@ufv.ca](mailto:rgsposaward@ufv.ca)

- **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](mailto: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 14 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 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 on the overhead waiver form which can be found online. 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. A UFV overhead waiver form must also be completed if it is less than 25%. For most (but not all) Tri-Agency grants there is no overhead. If you have any questions, please contact Ash Lalani.
- **Reminder:** The Government of Canada has come out with a policy relating to Sensitive Technology and Research Affiliations of Concern (STRAC) in order for researchers and university administrators to understand best practices to identify and mitigate research security threats, pursue and maintain safe research partnerships, maintain institutional reputation of a safe research organization and protect valuable research, data or potentially patentable property. STRAC policy info is located [here](#). Please contact Ash Lalani at [ash.lalani@ufv.ca](mailto:ash.lalani@ufv.ca) if you wish to discuss your own research security concerns relating to your proposed research topic or a foreign partner.
- **Reminder:** Mitacs programs are a great way to work with an external partner and also provide your students with valuable training skills. 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](#). Please contact Ash Lalani at [ash.lalani@ufv.ca](mailto:ash.lalani@ufv.ca) if you wish to apply.
- **Reminder:** 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](#). Please contact Ash Lalani at [ash.lalani@ufv.ca](mailto:ash.lalani@ufv.ca) if you wish to apply.
- **Reminder:** The Research Office and Library at UFV are currently working on some consolidated information to help researchers with their research data management plans (RDM plans). Currently there are only selected programs that require a RDM plan that would need to be completed prior to submission. They can be found [here](#). For further

- information regarding UFV Data Management information please visit the UFV library website located [here](#).
- **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 select NSERC, SSHRC, and CIHR grants**. Co-principal investigators and co-applicants are not eligible. Please see the major grant holders website for more information <https://www.ufv.ca/research/faculty/major-grant-holders/>
- **Reminder:** If 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 as these are partnered research grants. NSERC Alliance grants have a rolling deadline unless specified as a special call with a hard deadline. Please contact Ash Lalani for further information if you are interested to apply.

## TLAC Report – September 2025

- Dr. Sameena Karim Jamal, Assistant Professor in the Department of Adult Education, has developed a course on **AI for Teaching, Learning, and Research** (ADED 330CC) which is being offered this term.

Sameena will also be offering a series of workshops for UFV faculty and staff. **All sessions will take place on Zoom from 11am to 12pm.**

Please see the registration link for more information: <https://forms.office.com/r/qNptmaTjnS>

**Session 1 - Sept 26** AI 101 for Faculty: Trends, Opportunities, Risks, Ethics, and Limitations

**Session 2 - Oct 24** Spark Your Imagination: AI for Creative Teaching

**Session 3 - Jan 16** Serious Fun: Using AI to Reimagine Learning

**Session 4 - March 20** Research Smarter, Not Harder: AI for Scholars

**Session 5 - May 22** Leveling the Playing Field: AI for Accessibility, Inclusion, and Comprehension

- **End of Blackboard**

- If you need to restore or migrate any courses from Blackboard to Brightspace, please see this link [IT Restore/migrate form](#)
- For the information about Blackboard, there is an announcement in Brightspace. Please log in to myClass using your UFV email and password.

- **Indigenization offerings from Lorna Andrews**

- <https://events.ufv.ca/tlc/events/pining-for-needles-2/>
- <https://events.ufv.ca/tlc/events/chat-r-chat-reconciliation-22/>
- Sharing Indigenous Resources Forum (SIRF)

- [Reconcili-Action Literacy Luncheon | Teaching & Learning](#) – Mon, Sept 29, 11 am – 3 pm, Gathering Place, CEP

Please join [Claire Hay](#) in setting the table to share your favourite dish with the Indigenous faculty, staff, and students at UFV. You can see [here](#) and sign up for what is needed and what others are bringing to coordinate the menu choices. We will also be hosting an Indigenous book exchange to celebrate Indigenous authors and their brilliance. Please bring any Indigenous authored books that you would like to donate, or exchange, or sell.