

**RESEARCH ADVISORY COUNCIL AGENDA**

**Feb. 06, 2025 | 1:30 pm – 3:30 pm | Teams**

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**Welcome and Introductions**

**1. Items for Adoption**

1:35 1.1 Agenda: Feb. 06, 2025  
1:38 1.2 Minutes: Nov. 14, 2024

**2. Business**

1:40 2.1

**3. Discussion**

1:40 3.1 AI & Research – Garry Fehr

- [Guidance on the use of Artificial Intelligence in the development and review of research grant proposals](#)

2:15 3.2 Developing a subcommittee to have a peer review system/grant writing support  
– Noah Schwartz

**4. Reports**

2:45 4.1 Research Office report – see attached

2:50 4.2 Human Research Ethics Board report – no report

4.3 Teaching and Learning Advisory Council report – see attached

3:00 4.4 Senate Research Committee report – see attached

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

**6. Information Items**

2:40 6.1 Faculty Microlectures & Publication Celebration – Garry Fehr

- February 13, 2025
- Registration to present is now closed
- See flyer attached

2:42 6.2 Funded opportunity to conduct research or Chinese language training at leading institutions in China – Garry Fehr

- see attached flyer for more information

**7. Adjournment:**

**7.1 Next meeting: March 20, 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**

**Nov. 14, 2024 | 1:30 pm – 3:30 pm | Teams**

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**Present:** Garry Fehr, Rita Dhungel, Trevor Beugeling, Cindy Jardine, Christine Elsey, Satwinder Bains, Sandra Gillespie, Noah Schwartz, Gillian Hatfield, Wade Deisman, Janelle Sztuhar, Ash Lalani, Lara Duke, Victoria Surtees, Mark Kersten, Irwin Cohen, Cynthia Thomson

**Recorder:** Jasleen Rakkar

**Regrets:** Paul Fontaine, Shawn Geniole, Albert Kim, Mariano Mapili, Luisa Giles, Opeyemi Adesina, Masud Khawaja, Barnabe, Assogba, Martin Warkentin, Lenore Newman, Martha Dow, Jon Thomas, Keith Carlson, Shelley Canning, Anastasia Anderson, Geetanjali Gill, Olav Lian, Jacob Spooner, Lauren Erland, Michael Hitch, Allyson Jule, Tetsuomi Anzai, Chris Schinckus, Lin Long

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**Welcome and Introductions**

**1. Items for Adoption**

**Agenda: Nov. 14, 2024**

1:35 **1.1** MOTION: THAT the agenda for the Nov. 14, 2024, RAC meeting be approved as presented.  
Rita Dhungel, Gillian Hatfield CARRIED

**Minutes: Sept. 19, 2024**

1:38 **1.2** MOTION: THAT the minutes from the March 14, 2024, RAC meeting be approved as presented.  
Gillian Hatfield, Wade Deisman CARRIED

**2. Business**

1:40 **2.1**

**3. Discussion**

1:40 **3.1 Knowledge Translation – Satwinder Bains**

- Satwinder shared the ways in which SASI engages in knowledge translation initiatives through conducting community participatory research, media engagement, public archival collections, community collaboration, and student engagement

1:55 **3.2 Knowledge translation – Mark Kersten**

- Mark highlighted how his dual background as an academic and practitioner has enhanced his knowledge translation efforts, particularly in addressing human rights violations globally.
- Mark engages in knowledge translation through media collaborations, working with the government and international organizations, and writing a public blog on human rights.

2:10 **3.3 Knowledge translation & UFV Research Centres – Garry Fehr**

- Garry noted the ways in which UFV Research Centres engage in knowledge translation through podcasts, workshops, events, media, day camps, and public reports.
- Please inform the Research Office of your research activities so we can promote the work of faculty and make it accessible.

2:20 **3.4 Major grants and Research Office support – Noah Schwartz**

- Noah asked for feedback on how the research office may potentially support faculty during major grant deadlines.
- Suggestions include sending reminder emails, having a peer review committee, mentorship/pairing with successful applicants, workshops

**4. Information Items**

2:40 **4.1 SSHRC President Visit – Garry Fehr**

- The event was well attended with 35 participants including administration, faculty, and students.
- The president was pleased with the engagement and quality of questions asked by UFV participants.

2:45 **4.2 Research Office report – see attached**

2:50 **4.2 Human Research Ethics Board report – no report**

- SIN numbers are no longer required for gift cards when compensating research participants

**4.3 Teaching and Learning Advisory Council report – see attached**

- Please see the following link for AI guiding principles at UFV
- <https://www.ufv.ca/media/assets/teaching--learning-centre/forms/UFV-AI-Principles.pdf>

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

- USRA committee formed – nominations open

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

- Janelle introduced herself as the new Scholarly Communications & Copyright Librarian at UFV. Janelle can assist students, staff, and faculty with any questions or projects they have related to scholarly communications
- Wade shared how the College of Arts is working on creating an experts database which will highlights experts and their research within the College of Arts. A committee is currently being formed.

**6. Adjournment:**

**6.1 Next meeting: January 23, 2024, 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 | February 6, 2025

- ROSA applications were due on October 31 with a one week extension provided to those who were submitting external grants on November 1 (NSERC Discovery and SSHRC Connection Grants). The committee adjudication took place in January 2025 with applicants being notified in the next few weeks. We want to thank all our committee members for their time and effort adjudicating these applications.
- The Faculty Student Research and Scholarly Activity UFV internal grant website will be updated in the next week or two and will provide details of the application process and deadline which is tentatively scheduled for early to mid-March. Please check in on the website in the next few weeks for further details.
- One SSHRC Institutional Grant 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. Results should be released March/April 2025.
- One SSHRC Partnership Development grant was submitted in Fall 2024. UFV was the co-applicant on the grant with Toronto Metropolitan University as the lead. The co-applicant from UFV is from Graphic and Digital Design. Results should be released March/April 2025.
- Four SSHRC Insight Development grants were submitted on February 3<sup>rd</sup>. The applicants are from Psychology, School of Social Work and Human Services, School of Criminology and Criminal Justice and Planning and English respectively. Results should be announced by June 2025. For those that are unsuccessful for the Insight Development grant, they are eligible to apply for a SSHRC Insight Grant in Fall 2025, check the SSHRC website for further details regarding unsuccessful SSHRC Insight Development grants.
- One SSHRC Connection grant was submitted on February 3<sup>rd</sup>. The applicant was from Xwexwilmexwawt at UFV. Results will be announced by May 2025.
- One Young Canada Works Program application was submitted in January 2025. The applicant is from the School of Culture, Media and Society. Results will be announced in the next few months.

- One BC History Digitization Program application was submitted in December 2024. The applicant is from the School of Culture, Media and Society. Results will be announced in the next few months.
- One Future Skills grant was submitted in December 2024. The applicant is from the School of Culture, Media and Society. Results will be announced in the next few months.
- One Organic Synthesis Summer Research Grant was submitted in December 2024. Results will be announced in the next few months.
- One Genome BC grant was submitted in the Fall 2024 and was conditionally approved pending the funders revision requests. The successful applicant was from Biology.
- One SSHRC Connection grant where UFV was the lead applicant submitted on November 1<sup>st</sup> was successful. The successful applicant is from the School of Social Work and Human Services.
- One SSHRC Partnership Engage Grant was submitted in December where UFV was the lead applicant. The applicant is from the School of Social Work and Human Services. Results will be announced by March 2025.
- One Imperial Oil grant was submitted in December 2025. The applicant is from the Chemistry department. Results will be announced in the next few months.
- Two SSHRC Partnership Grant Letter of Intent (stage 1) applications will be submitted on February 10<sup>th</sup>. The lead applicants are both from UFV from the School of Criminology and Criminal Justice and Planning, Geography, and Environmental Studies respectively.
- One SSHRC Partnership Grant Letter of Intent (stage 1) with the University of New Brunswick as the lead and UFV as one of the co-applicant from the School of Criminology and Criminal Justice will be submitted on February 10<sup>th</sup>.
- One Micheal Smith Health Research postdoctoral trainee grant will be submitted on February 20<sup>th</sup>. The supervisor is from the Agriculture department. Results will be announced by June 2025.
- Two NSERC Lab to Market grants (full applications by invitation) were submitted in September. Both applications are being led by other institutions, but the UFV co-applicants are located in EFCIE and FAI. Both co-applicants from UFV were successful.
- **New:** The [Faculty Microlectures](#) and [Publication Ceremony](#) will take place on February 13<sup>th</sup> from 11am-2:30pm for both events. Links for both are embedded in this bullet point.

- **New:** NSERC Undergraduate Student Research Award applications are now open and will be accepted until March 17<sup>th</sup> 2025. Please see attached page for details. Questions regarding this can be directed to Kelly Tracey at [rgspsaward@ufv.ca](mailto:rgspsaward@ufv.ca)
- **New:** Student Research Day 2025 will be held on April 2<sup>nd</sup>. Further details can be found [here](#).
- **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](#).
- **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](#).
- **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:** 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:** 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**. Please see specifically point #1 on our major grant holders website for the changes. 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:** 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. 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).
- **Reminder:** The next SSHRC Partnership Engage grant competition will be held on March 15 and this is a grant that has 4 application intakes per year (March, May, September and December).

**Senate Research Committee (SRC) Report – February 2025**

1. The Research Excellence Award Selection Committee has been formed and has met for adjudication.

## NSERC Undergraduate Student Research Award (USRA) 2025

Applications for the [NSERC Undergraduate Student Research Awards](#) (USRA) for the 2025-2026 academic year will be accepted until **Monday March 17, 2025**. These awards provide science students with funds to work for 16 weeks on supervised research projects. The amount of the NSERC USRA grant is \$6000 and must be supplemented by supervisor's external grant funding to meet the BC minimum wage rate for the 16-week project. The minimum supplement required based on the minimum wage rate for 16 weeks is **\$2764.00**. The supervisor may pay wages higher than the minimum wage rate. Please email [rgs@ufv.ca](mailto:rgs@ufv.ca) to discuss wage rates.

### Faculty Supervisor Eligibility for all applicants:

- Supervisors are no longer required to hold an active NSERC grant.
- Any faculty member that meets the eligibility requirements to apply for, and hold, grant funds according to NSERC's Eligibility Criteria for Faculty.
- Must hold an academic appointment at a Canadian institution.
- Be in a position that requires independent research that allows supervision of HQP (highly qualified personnel).
- Have available external grant funding to provide the required USRA supplement of at least \$2764.00.

### The process will be as follows for NSERC:

1. If you have a student who demonstrates the excellence to hold an NSERC USRA, are willing to supervise that student in an independent project and have the **external** grant funds for the supplement of at least \$2764.00, then encourage your student(s) to apply. Please note: The NSERC USRA is a merit-based student award, and as such will be promoted to all science students. Please consider supporting students who might approach you as a supervisor, if you feel they merit this award. Consider principles of Equity, Diversity, and Inclusion in selecting students to support. A committee of science faculty will review and adjudicate applications and select the students based upon the accompanying guidelines.
2. This year we require all faculty to email the Research Office a "USRA Faculty Supervisor Form" (attached). Please email the form to [rgs@ufv.ca](mailto:rgs@ufv.ca).
3. We will ask students to email a copy of their CV to [rgs@ufv.ca](mailto:rgs@ufv.ca).
4. Indigenous Student Researchers for NSERC only: Institutions may recommend applications from self-identified Indigenous student researchers for USRAs beyond their allocation of awards.

### ONGOING Pilot Project from the Government of Canada: SSHRC and CIHR USRA program for students of Black heritage.

**Black Student Researchers:** NSERC, SSHRC, and CIHR have announced 95 CIHR USRA awards and 95 SSHRC USRA awards for students of Black heritage for the 2025-2026 USRA cycle (May 2025 – January 2026). Each university across Canada has been given one allotment for SSHRC, one for CIHR and one for NSERC.

The **SSHRC** and **CIHR USRA** applications must be submitted using the [NSERC USRA portal](#), by completing Forms 202 I and II. These applications will be adjudicated by a review committee formed by the UFV Research and Graduate Studies Office.

**The process will be as follows for SSHRC or CIHR:**

1. If you have a Black student who demonstrates the excellence to hold a USRA in a SSHRC or CIHR defined discipline, are willing to supervise that student in an independent project and have the **external** grant funds for the supplement of at least \$2764.00, then encourage your student(s) to apply. Please note: consider supporting students who might approach you as a supervisor, if you feel they merit this award. These applications will be adjudicated by a review committee formed by the UFV Research and Graduate Studies Office.
2. This year we require all faculty to email the Research Office a “USRA Faculty Supervisor Form” (attached). Please email the form to [rgs@ufv.ca](mailto:rgs@ufv.ca).

To apply, students will be asked to complete the NSERC USRA online application found on the [NSERC website](#).

**The deadline for student applications is Monday March 17, 2025. Decisions will be made by the first week in April.**

## TLAC Report – February 2025

- **Submit your proposal to TLC's ConnectED Conference, May 7th**

This year's theme is "Teach, Learn, Transform – Building Experiential and Innovative Pedagogies of C.A.R.E."

The TLC is proud to welcome Dr. [Carrie Nolan](#) as a keynote speaker.

The deadline to submit a proposal is **March 3<sup>rd</sup>**. You can choose from the following session types:

- Micro-teaching (15 minutes)
- Teaching and Learning experience (50 minutes)
- Community of practice (50 minutes)
- Scholarship of Teaching and Learning (25 minutes)

For more information or to submit a proposal: <https://www.ufv.ca/connected/>

- **New SOTL Resources**

The TLC website now has an updated section on Scholarship of Teaching and Learning. It includes:

- A list of SOTL journals
- Examples of SOTL publications and presentations by UFV colleagues
- A list of curated resources on SOTL methodologies.

Find the resources here: <https://www.ufv.ca/teaching-and-learning/scholarship-professional-development/>



## Canada-China Scholars' Exchange Program

Offered by Global Affairs Canada and the Ministry of Education of the People's Republic of China, the program aims to foster a deeper understanding of China, build strong academic and professional ties between Canada and China, and develop future Canadian leaders with expertise and experience in China.

The program provides grants for Canadians to pursue post-secondary studies, research, short-term professional development opportunities and/or language training at leading institutions across China.

### Eligibility:

Canadian citizens, who are:

- Students
- Faculty and researchers
- Mid-career professionals

### Duration:

- Undergraduate students: 4 to 12 months
- Graduate students: 4 to 24 months
- Faculty, researchers, and mid-career professionals: 1 to 12 months

### Expenses covered:

- Tuition fees
- Monthly stipend
- Medical insurance
- Roundtrip airfare (conditions apply)
- On-campus (or a subsidy for off-campus) accommodation

- ▶ **Apply by March 10, 2025**
- ▶ Visit [application guidelines](#) for more details
- ▶ Contact [Scholarships-Admin-Bourses@international.gc.ca](mailto:Scholarships-Admin-Bourses@international.gc.ca) for any questions about the program



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Un monde de possibilités



# Faculty Research Encounters



## Microlectures and Publication Celebration



### 11:30-12:30 Faculty Microlectures | A219, Spirit Bear Café



Watch UFV faculty take the two-minute challenge to present dynamic snapshots of their research.

### 12:30-2:00 Faculty Publication Celebration | A225



A showcase of scholarly work published since January 2023.

FEB  
13

rgs@ufv.ca  
ufv.ca/research



Join us on **Thursday, February 13, 2025** for a celebration of faculty research excellence with the return of the annual Faculty Microlectures, followed by the biannual Faculty Publication Celebration.

#### Faculty Microlectures | 11:30 a.m. – 12:30 p.m., A219, Spirit Bear Café, Abbotsford Campus

Each year, the UFV Research Office invites faculty researchers to be a part of the continued success of the University's Microlecture Series. Researchers take the spotlight one after the other, in rapid succession, for a maximum of two minutes each to speak about the exciting findings and implications of their research. Our goal is to provide "snapshots" of the range and depth of our faculty research, as well as highlight the interdisciplinary nature of our work. This engaging, fast-paced event also helps to interest students in research and expose faculty to the research of their colleagues, and possibly initiate collaborations. We hope to have at least one representative from each department contribute to this exciting event.

- Registration:** Email [rgs@ufv.ca](mailto:rgs@ufv.ca) with your name, title, department, and presentation title.
- Deadline:** Monday, January 27

#### Faculty Publication Celebration | 12:30 p.m. – 2:00 p.m., A225, Abbotsford Campus

The Faculty Publication Celebration will showcase scholarly work published since January 2023, both in hard copy and digital format (including peer-reviewed journal articles, books or book chapters, videos, etc.) Light refreshments will be provided.

- Registration:** [bit.ly/2025\\_FPC](http://bit.ly/2025_FPC) (\*this form will be updated shortly to allow for more submission fields. In the meantime, multiple forms can be submitted.)
- Deadline:** Monday, January 27