



SENATE STANDING COMMITTEE ON RESEARCH

Thursday, September 13, 2018

2 p.m. – 4 p.m.

Surrey Cedar Boardroom

AGENDA

1. Call to Order David Burns 2:00
 2. Confirmation of Agenda
 3. Chair's Report David Burns 2:10
 4. Vice Provost, Research, Report Stephanie Chu 2:20
 5. Regular Business
 - 5.1 Review of Research Supports at KPU Stephanie Chu 2:35
 - 5.2 Election of Chair David Burns 3:30
 6. Items for Discussion
 7. Adjournment 4:00
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MINUTES OF REGULAR MEETING
Senate Standing Committee on Research
Tuesday, May 1, 2018
3:00 PM – 4:00 PM
Surrey Campus Boardroom, Cedar 2110

Present:		
Voting Members		Non-Voting Members
Daniel Bernstein	Deborah Henderson	David Burns – Chair
Norm Chamberlain	Victor Martinez	Stephanie Chu
Harjit Dhesi	Karen Meijer-Kline	
Regrets:		Guests:
		Steve Cardwell

1. Call to Order

The Chair called the meeting to order at 3:00 pm.

2. Approval of Agenda

Future Meetings added as an agenda item # 7

Moved the agenda be confirmed as amended.

Moved – Daniel Bernstein

Seconded – Karen Meijer-Kline

The motion carried.

3. Chair’s Report

No report

4. Review of Mandate

4.1 – The Committee review and provided suggestions on additions to the mandate.

ACTION: The Chair will add a research support overview to the September 13, 2018 meeting agenda.

5. Possible Role in Future Graduate Studies

5.1 Discussion - Steve Cardwell provided an overview of the Graduate Studies draft proposal.

6. Reporting

6.1. Interim AVP – Research offered to provide a report at every meeting

7. Future meetings

7.1. September 13, 2018

8. Notice of Election of Chair

9. Adjournment – 4:00 PM

Moved that the meeting be adjourned – Deborah Henderson

Seconded – Norm Chamberlain

The motion carried



SENATE STANDING COMMITTEE ON RESEARCH

Agenda Item: 5.1
Meeting Date: September 13, 2018
Presenter: Stephanie Chu & Leslee Birch

Agenda Item: RESEARCH SUPPORT REQUIREMENTS

Action Requested:	<input type="checkbox"/> Motion to Approve <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Education
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Recommended Resolution:	N/A
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Senate Standing Committee Report: For Senate Office Use Only

Context & Background: The Interim Associate Vice President Research and the Executive Assistant, Research will facilitate the discussion on Research Support requirements.

Key Messages: 1. The 2023 Academic Plan outlines Goal 3: Accelerate Research at KPU with six strategies. Discussion will focus on meeting the research goal.

Resource Requirements: None at this time

Implications / Risks: Improvement to the advancement of Research at KPU

Consultations: N/A

Attachments: 1. Research Support Requirements

Submitted by: *Leslee Birch*

Date submitted: *September 5, 2018*

Note: Submit to Senate@kpu.ca as a MS Word document

Senate Standing Committee – September 13, 2018

Discussion- Research support requirements overview

- Appointment of Associate Vice President Research
 - Search is underway
- KPU's definition of Research (see Academic Plan p. 7)
- Assess the position requirements of the ORS
 - Review present job descriptions for function and effectiveness
 - New position approved in previous budget
 - Compliance Manager
 - Request additional new positions
 - Grant Facilitators
 - Program Managers
 - Business Manager
 - Animal Care Committee Chair
 - Animal Care Coordinator
 - Dedicated Finance Associate
 - Communication Associate
 - Administrative Assistant
 - Institution Administrative Support for each Institute
- Budget requirements
 - Restore and elevate previous budget for internal research grants
 - Provide permanent funding for newly created and upgraded positions
 - Provide opportunities and funding for professional development for ORS employees
- Animal Care
 - Appoint a policy and procedure development committee
 - Apply for accreditation through Canadian Council on Animal Care
 - Establish an Animal Care Committee
- Intellectual Property Policy (draft sent to KFA by Provost)
- Institutes and Centres Policy
- Relocations of the ORS to Richmond
 - Determine strategies to assure the office is relevant in a decentralized location
- Graduate Studies
 - Director appointment
 - Support Staff