AGENDA

1.	Call to Order ....Karen Meijer-Kline	2:00
2.	Questions for the Provost………………………………………………………………………Committee	2:00
3.	Confirmation of Agenda ....Karen Meijer-Kline	2:20
4.	Approval of Minutes...Karen Meijer-Kline	2:25
5.	Items arising from the Minutes	
5.1	Chair's Report ....Karen Meijer-Kline	2:30
5.2	Associate Vice President, Research Report...Deepak Gupta	2:40
6.	Items for Discussion	
6.1	KPU2050 Campus and Community Planning Processes ………………………………………………………………..Jaret Lang, Natalia Finlay, Brent Elliot	2:50
6.2	Internal Funding at KPU………………………………………………………………………….Cathy Parlee	3:15
6.3	Communications Planning for KPU Research………………..………………David Connop Price	3:30
6.4	Pilot Funding Program for Time Release: "Komplement Program" …………………………………………………………………………………………………..Deepak Gupta	3:45
7.0	Other Business	3:55
8.0	Adjournment	4:00

SENATE STANDING COMMITTEE ON RESEARCH

MINUTES OF REGULAR MEETING
Thursday, November 14, 2019
2:00 p.m. – 4:00 p.m.
Surrey Arbutus room 2410

Voting members present	Regrets
Deepak Gupta	Karen Meijer-Kline (Chair)
Elizabeth Worobec (via Skype)	Daniel Bernstein
Deborah Henderson	Diane Purvey
Steve Lewarne	George Melville
Mandeep Pannu	Alan Davis
Philomena Kaan	Sundeep Varaich
Victor Martinez	Stephanie Chu
Wei Li	
Paul Ohler	
Guests	**Non-voting members present**
Natalie Shearer (administrative support)	David Burns (Acting Chair)

1. **Call to Order**

   The Chair called the meeting to order at 2:00 p.m.

2. **Approval of Agenda**

   Some discussion took place regarding the availability of software for researchers through KPU's Information Technology department. Determined this warrants further discussion at a future meeting.

   Action item: The Acting Chair will reach out to the CIO to discuss the issue and invite him to join a future meeting of the SSC Research.

   Deborah Henderson moved the agenda be confirmed as circulated.

   <div align="right">The motion carried.</div>

3. **Approval of Minutes, October 17, 2019**

   Victor Martinez moved the minutes be accepted as circulated.

   <div align="right">The motion carried.</div>

4. **Items Arising from the Minutes**

   4.1. Chair's Report

   The acting chair gave a number of updates, including news that the recommendation to prioritize Research in the upcoming University budget was well received and passed at the November meeting of SSC University Budget and Senate. The SSC University Budget will be embarking on further conversation around the capital budget process, which will impact many research budget requests.

As a follow-up to the action items identified during the October SSC Research meeting, the Acting Chair outlined:

- The University President confirmed that the annual REB Report has not been formally shared with the Board of Governors in the past

- The Acting Chair's update to Senate on successful research grants was well received

- The Provost will be joining a future SSC Research meeting to continue the discussion started in October

4.2 AVP, Research's Report

The AVP, Research thanked the committee for its thoughtful and evidence-based decision making over the past year, and credited this with the success in obtaining support from Senate on research as a budget priority.

The AVP, Research highlighted the following items from his written report:

- The planning team for the Teaching, Learning and Research Annual Symposium is considering moving the event to a month long series of in-service learning opportunities in the month of May.

- At the Fall meeting of the BC Applied Research and Innovation Network, the AVP, Research was able to hear from NSERC on proposed changed to funding programs that will affect KPU, and to provide feedback. NSERC will present draft revisions to institutions which will eventually seal the new program structure.

- Several opportunities for collaboration on research & innovation initiatives may be coming through the Innovation Superclusters Initiative. The AVP, Research will keep this committee apprised of upcoming opportunities.

5. Items for Discussion

5.1 AVP, Research Report format

The AVP, Research is soliciting feedback on the contents and format on his monthly report to SSC Research. Specifically, he asked the group if it would it be useful for him to bring larger news (i.e. updated from major funders) into the report.

The committee was supportive of this approach and suggested promoting such news more widely and in a digestible format through Today@KPU, when applicable.

5.2 Acting on recommendations from the 2018-19 TLSR Survey report

The SSC Research received a report from Karissa Wall last meeting about the data collected within the TLSR Survey report. The committee discussed these findings and determined that a major limiting factor for researchers to engage at KPU is lack of funding to support time release for faculty participating in research. Other limiting factors include time and space to conduct research.

This discussion should continue at future meeting so the committee can develop a robust and comprehensive set of recommendations

Mandeep Pannu moved that, as an action arising out of the TLSR Survey, the committee recommends that the University should invest in time release for persons who have procured external grants.

The motion carried

Action item: The acting chair will report this motion to Senate, with the information that more recommendations will come forward following further discussion.

5.3 BC's Campus 2020 Report and the University Mandate

The AVP, Research shared the BC Campus 2020 report with the committee, inviting discussion on the report and its influence on the University Act Mandate. Ultimately, this discussion pertains to how we interpret the University's mandate.

The AVP, Research provided the background on the language contained within the Universities Act mandate, with specific reference to Special Purpose Teaching Universities and their responsibility to participate in research, and the links between the BC Campus 2020 Report and the Mandate. The AVP, Research also shared a summary comparing the roles of both a "University" and a "Special Purpose Teaching University" as described in the mandate, with respect to their respective research agendas.

The AVP, Research has reached out to his counterparts at other Special Purpose Teaching Universities to get a greater understanding of where they are struggling or succeeding in the interpretation of this language. In collaboration with KPU's General Counsel, he is seeking legal clarification on the interpretation of the language.

More discussion needed with the committee to develop a fuller understanding.

5.4 Research Services Impact Assessment

The Acting Chair provided some background on the processes and reviews used by Senate in approving new programs or changes to programs at KPU. These processes do not currently or historically include an assessment around a program's impact on or use of research resources. The committee discussed the benefits and opportunities of including a research impact assessment in the program review process or the course review process.

Victor Martinez moved that the AVPR be asked to develop a research impact form or something analogous to it.

The motion carried

Action item: Acting chair to report that SSC Research is working on this to Senate.

5.5 Research Vision Website + SharePoint strategy

Natalie Shearer introduced the coming internal and public-facing research services websites. The Committee discussed the use of the public-facing site to celebrate success stories and possibilities for engagement. The internal site, conversely, would cite relevant policies, ORS guidance, forms, templates, etc. Natalie Shearer identified the structure for coming content in for both sites.

The Committee suggested a space on the website for informal research groups, links to research profiles (which need updates), and success stories.

Steve Lewarne identified complementary changes coming to the KPU Advancement page which will include a streamlined link to opportunities to give, as well as success stories and impact information. Steve Lewarne requests the aid of SSC Research in suggesting positive stories of impact.

Steve Lewarne indicated the possibility of using private fundraising to supplement public research funding. He invited members of the KPU research community to speak with their Dean about engaging in private fundraising supported by his office.

6.0 Other Business

None.

7.0 Adjournment

Deepak Gupta moved that the meeting be adjourned.

The motion carried.

Meeting adjourned at 3:39pm

Office of the Associate Vice President, Research
December 3, 2019
Report to the Senate Standing Committee on Research

Updates from the Office of the AVP, Research

KPU PURSUING ELIGIBILITY WITH THE CANADIAN INSTITUTES FOR HEALTH RESEARCH (CIHR)

The Office of Research Services, with support from an external consultant, is in the process of applying for eligibility with the Canadian Institutes of Health Research (CIHR). CIHR eligibility will open up a significant new funding stream for KPU researchers working in health, and increase opportunities for KPU to engage with the healthcare community.

STRATEGIC RESEARCH PLAN TASK FORCE EXPANDING AND ENGAGING

The Strategic Research Plan Task Force continues to meet regularly, and has welcomed new members representing various faculties at KPU. The task force is working with the Office of Planning and Accountability (OPA) to leverage the crowdsourcing tool, Thoughtexchange, in order to engage with the KPU student body. The task force will keep SSC Research abreast of developments throughout the process.

AVP, RESEARCH ATTENDS ACCRU AND SSHRC LEADERS MEETINGS

Dr. Deepak S. Gupta, AVP, Research, will be in attendance at the upcoming meeting of the Alliance of Canadian Comprehensive Research Universities (ACCRU) in early December. The ACCRU is a network of small- and medium-sized comprehensive universities from across Canada. Their annual meeting presents an opportunity for KPU to learn from its peer institutions and share best practices in research administration. The ACCRU meeting will be followed by the bi-annual SSHRC Leaders meeting and SSHRC Impact Awards, where Dr. Gupta will represent KPU.

FUNDING SECURED FOR KNOWLEDGE MOBILIZATION AND RESEARCH IMPACT WORK AT KPU

The Office of the AVPR, in collaboration with the Office of the VP, External Affairs, has secured funding to support a short term project focused on creating a knowledge mobilization and research impact strategy for research at KPU. The project will fund strategic storytelling, video production, and the production of other key communications collateral. This addresses the identified need to communicate the skills, successes and accomplishments of KPU's researchers, laboratories, and institutes.

Future Skills Canada has made this funding available through Research Impact Canada (RIC) and the Conference Board of Canada.

Updates from KPU's Research Laboratories, Centres, and Institutes

SUBSIDIES SUPPORT STUDENT TRAINING AT ISH

The Institute for Sustainable Horticulture (ISH) has received 3 training subsidies for students for this fall though [Canada Green Corps.](#) The $10,000 of funding supports 50% of the salary of one full time new graduate position, and 2 part-time students to support the work of the ISH.

ISFS INVITED TO PRESENT AT GOOD FOOD SUMMIT

Dr. Kent Mullinix, Director of the Institute for Sustainable Food Systems (ISFS) was invited to present the ISFS's Food System Vision at the Capital Region Food and Agriculture Initiative Roundtable's (CRFAIR) Good Food Summit. The Good Food Summit emphasizes cross sector collaboration, networking, skill building, and highlights the Good Food work happening in the Capital Region.

ISH FEATURED IN POLYTECHNICS CANADA'S RESEARCH COMPENDIUM

The work of the ISH was highlighted by Polytechnics Canada in their recent publication of the [annual research compendium](#). The compendium highlights how Canada's polytechnics are using their facilities, equipment and expertise to open the doors to greater innovation performance.

WORK ON CANADIAN LONGITUDINAL STUDY ON AGING PUBLISHED IN BMC PSYCHIATRY

A multi-institutional team led by KPU's Dr. Karen Davison published results of their study "Depression in middle and older adulthood: The role of immigration, nutrition, and other determinants of health in the Canadian Longitudinal Study on Aging" in the November 2019 issue of BMC Psychiatry. The full article can be found [here](#), and more information on the study was featured here on [KPU's news channel](#).

RICHMOND FARMERS UPHOLDING SEED SOVEREIGNTY

The work of the ISFS was featured in [this article](#) from the Richmond News highlighting this work supporting the nascent seed industry in the region. This work is funded by the Canadian Foundation for Innovation and the BC Knowledge Development Fund.

External News and Updates

CIHR UPDATES ITS APPLICATION ADMINISTRATION GUIDE

The Canadian Institutes of Health Research (CIHR) recently updated its Application Administration Guide. The updates to the guide ensure that information presented is current, clear and consistent; include requirements that are more adaptive to change; and remove overlap with Tri-agency guides.

The updated guide can be found [here](#) on CIHR's webpage. These changes will be pertinent as KPU pursues CIHR eligibility.

Acknowledgement

The Office of the AVP, Research acknowledges funding from the federal Research Support Fund in support of its operations and services.

SENATE STANDING COMMITTEE ON RESEARCH

Agenda Item: 6.1
Meeting Date: Dec 12, 2019
Presenter: Jaret Lang, Brent Elliott, Natalia Finlay

Agenda Item:	**KPU2050 Campus and Community Planning Processes**

Action Requested:	☐Motion to Approve ☒ Discussion ☒Information ☐Education

Recommended Resolution:	**N/A**

Senate Standing Committee Report:	For Senate Office Use Only KPU's office of Campus and Community Planning has oversight of infrastructure planning and management activities, leads the KPU2050 campus master planning process, and ensures optimal utilization of campus sites and buildings. An understanding of campus planning processes and an opportunity to help shape the future of KPU's Surrey, Langley, Richmond, and Tech campuses will be useful for those involved in research.
Context & Background:	Representatives from the office of Campus and Community Planning will be presenting to the Committee an outline of the Campus Master Plan planning process, the project timeline, consultation and outreach initiatives completed, and feedback received from the KPU community to date. Following the presentation, the team will raise questions about the future of KPU's campuses and invite input from the SSC Research as it relates to research space. In addition, the team will answer any questions on campus planning the SSC Research may have.
Rationale:	Increased connection with, and understanding of, the campus and community planning teams will help the committee to understand planning processes, and the committee may provide valuable input on planning matters as they relate to the research space.

Resource Requirements:	N/a
Implications / Risks:	N/a
Consultations:	N/a
Attachments:	N/a
Submitted by:	*Natalie Shearer*
Date submitted:	*December 2, 2019*

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

Agenda Item:	**Internal Funding Programs for Research at KPU**

Action Requested:	☐Motion to Approve ☒ Discussion ☒Information ☐Education

Recommended Resolution:	**N/A**

Senate Standing Committee Report:	For Senate Office Use Only
Context & Background:	KPU internal research funding programs have experienced numerous evolutions over the institution's history. Cathy Parlee, Research Facilitator & Coordinator with the Office of Research Services (ORS) will present to the committee on this history of internal funding programs (i.e. the Katalyst fund) and the progression of funding up to the current situation.
Rationale:	Background and historical context on internal funding programs will be useful for the committee to understand how KPU arrived at the current situation, and will provide valuable context for ongoing discussions regarding the need for increased internal funding. The committee may provide valuable input to the ORS on program changes or improvements.
Resource Requirements:	N/a
Consultations:	N/a
Attachments:	

Submitted by: *Natalie Shearer*

Date submitted: *December 2, 2019*

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

SENATE STANDING COMMITTEE ON RESEARCH

Agenda Item: **6.3**
Meeting Date: **Dec 12, 2019**
Presenter: **David Connop Price**

Agenda Item:	**Communications planning for KPU research**

Action Requested:	☐Motion to Approve ☒ Discussion ☒Information ☐Education

Recommended Resolution:	**N/A**

Senate Standing Committee Report:	For Senate Office Use Only
Context & Background:	Following the committee's discussion of a revised research web presence during the November 14th 2019 meeting of the SSC Research, David Connop Price (Manager, Media & Communications) will talk to the group about how his team is working with the Research Division to develop storytelling that showcases research success.
Rationale:	To discuss the approach to building research storytelling capacity.
Resource Requirements:	N/a
Consultations:	SSC Research, November 14 2019 Meeting
Attachments:	N/A
Submitted by:	*Natalie Shearer*

Date submitted: *December 2, 2019*

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

SENATE STANDING COMMITTEE ON RESEARCH

Agenda Item: 6.4
Meeting Date: Dec 12, 2019
Presenter: Deepak Gupta

Agenda Item:	Pilot Funding Program for Time Release: "Komplement Program"

Action Requested:	☐Motion to Approve ☒ Discussion ☐Information ☐Education

Recommended Resolution:	N/A

Senate Standing Committee Report:	For Senate Office Use Only
Context & Background:	At the November 14th meeting of the SSC Research, as an action arising out of the 2018-19 TLSR Survey Results, the committee recommended that the University should invest in time release for persons who have procured external grants. This recommendation was reported to Senate by the Acting Chair, with the information that further recommendations would come forward following further discussion. Following this recommendation, the AVP, Research is exploring the pilot of a dedicated internal research fund, which would specifically support time release costs for researchers who have obtained external awards for their project.
Rationale:	A draft guideline document for this concept has been developed and is being shared with the SSC Research for input and discussion. The perspectives of the committee will be extremely valuable in understanding how best to structure an internal funding program to optimize resources and empower researchers.
Resource Requirements:	N/a
Consultations:	SSC Research, November 14 2019 Meeting

Attachments: DRAFT KPU Komplement Grants Guideline document

Submitted by: *Natalie Shearer*

Date submitted: *December 2, 2019*

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

KPU KOMPLEMENT GRANTS
Draft Guidelines for Pilot Program

***Komplement* grants:** This pilot funding is broadly intended to support time release costs for researchers who have obtained external awards for their project. *Komplement* funding is only available where the external funder does not adequately cover the costs of time release (usually because this is an ineligible cost with the funding body). *Komplement* funds do not support equipment, or any other costs of research, besides the time release of the researcher(s).

Key Guiding Principles:

1. Researchers must maximize cost recovery from external funding
2. *Komplement* funding is secondary to external funding with identical project timelines.
3. *Komplement* funding will pay only for necessary direct costs not covered by the external grant.
4. Total annual Komplement funding is capped as per KPU allocation

Deadline: Ongoing; ORS must receive the *Komplement* application within 30 days of notification of receipt of external funding in order for application to be considered. The researchers must have made every effort to maximize recovery from external sources.

Eligible expenses through the *Komplement* fund:

Time release of researcher(s) to conduct research activities supported by external funders, where the funder does not provide for costs of time release.

Who is eligible? Any KPU support staff, faculty, or administrative member is eligible to apply for *Komplement* funding. It is also required that their grant application have gone through ORS in accordance with Policy RS3 and RS4, and be compliant with KPU policies.

Obtain external project funding → Discussion with Dean regarding support of time release → Submit Komplement application in ROMEO → Application sent to Dean for approval → Application sent to AVPR for approval → Komplement funding awarded

External Grant	Proposed *Komplement* Funding
NSERC CCI ARTI grant	Komplement funding may be used to pay for faculty release costs for one section for one semester. This is defined as actual cost of replacement faculty member now teaching their section. Instead of release of existing faculty, Komplement funding can also be applied to hire additional temporary staff, including research assistants to ensure ARTI infrastructure can be commissioned successfully.
All other NSERC CCI grants (excluding ARTI)	Top up faculty release from the program cap of $9,000 per section release to the actual cost of replacement faculty member for that section.
All Tri-agency grants that result in incremental Research Support Fund allocation	A match of up to x% of the external grant amount is available to help with release costs. For release of faculty members, Komplement funding can be used to reimburse actual cost of replacement faculty member now teaching their section.

Process for applying for *Komplement* funding:

1. Researcher obtains external funding (min amount: $X)
2. Researcher and dean discuss the need for time release; researcher obtains support of dean
3. Researcher submits *Komplement* application via ROMEO to support time release on project
   - Applicant will need to provide:
     - Name and ROMEO file number for external grant
     - Release dates requested (must be taken during teaching terms only)
     - Cost of release(s) – work with DBM and the Dean to determine and document this cost
     - Description of the work to be performed during release time and any deliverables, as they relate to the external funded project
     - Documentation to confirm that time release is ineligible/limited with the external funder (i.e. copy of funding guidelines with pertinent information highlighted)
     - Copy of original grant submission
4. Application follows the below review process:
   a. Review and approval by applicant's Dean
   b. Review and approval by AVP, Research
5. Researcher will be notified of results or revisions
6. ORS will work with approved researchers to administer *Komplement* funding