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## SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Regular Meeting  
Tuesday, November 2, 2021  
2:00 p.m. – 4:00 p.m.  
MS Teams Online

### AGENDA

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|----------------------------------------------------------------|-----------------------|
| 1. Territorial Acknowledgement and Call to Order .....         | 2:00                  |
| 2. Approval of Agenda                                          |                       |
| 3. Approval of Minutes, October 12, 2021..... Daniel Bernstein | 2:05                  |
| 4. Chair's Report .....                                        | Daniel Bernstein 2:10 |
| 5. AVPRIGS Report .....                                        | Deepak Gupta 2:15     |
| 6. Chair, REB Report.....                                      | Tara Lyons 2:30       |
| 7. New Business                                                |                       |
| 7.1. Definition of Research update .....                       | Daniel Bernstein 2:45 |
| 7.2. Election of Standing Committee Vice-Chair .....           | Amy Jeon 2:50         |
| 7.3. Research Presentation .....                               | Mark Vardy 3:00       |
| 8. Adjournment                                                 |                       |

## SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

### MINUTES OF REGULAR MEETING

Tuesday, October 12, 2021

2:00 p.m. – 4:00 p.m.

MS Teams Online

Voting Member Quorum 7 members		
Paul Adams Daniel Bernstein – Chair Deepak Gupta Deborah Henderson Karen Meijer-Kline Lilach Marom	Mandeep Pannu Marcelina Piotrowski Sundeeb Varaich Mark Vardy Elizabeth Worobec	<b>Non-voting</b>
		Amy Jeon
Regrets	Senate Office	Guests
	Meredith Laird	Tara Lyons Greg Millard Cathy Parlee

#### 1. Call to Order

The Chair opened the meeting with a Territorial Acknowledgement and called the meeting to order at 2:00 p.m.

#### 2. Approval of Agenda

**The committee approved the agenda as presented by unanimous consent.**

#### 3. Approval of Minutes, September 14, 2021

**The committee approved the minutes as circulated by unanimous consent.**

#### 4. Chair's Report

Daniel Bernstein provided a verbal report. He welcomed Greg Millard, Pro Tem Dean of Arts to the committee. The Chair reminded the committee of two items from the White Paper that Senate assigned to this group. He described his ideas around adversarial collaboration through inviting faculty members to join the committee to provide other perspectives.

The committee discussed how it might assist other groups in providing a response to the White Paper, including the creation of a definition of research on behalf of the institution, and working with Program Review and the Teaching & Learning Commons to determine how research might be included as part of the review of programs and curricular development. The committee discussed that drafts of competencies and learning outcomes for research might already exist within the groups working with external standards.

Action: Chair will contact SSC T&L Chair and the Teaching & Learning Commons to discuss how to begin work on drafting these definitions.

#### **4.1. KPU Submission to Select Standing Committee on Finances and Government Services**

The Chair described KPU's submission to this Provincial Committee, which emphasized the need for further research funding to post-secondary institutions in general and at for KPU in particular, as well as emphasizing the importance of funding research to create learning opportunities for students and support for employers within industry.

### **5. Associate Vice-President, Research, Innovation and Graduate Studies Report**

The committee received the written report. Deepak Gupta shared with the committee that a donation from Ballard Power had just been received which would be allocated to funding the purchase of an electron microscope. This instrument will be housed within the Physics Department on the Richmond Campus, though would be accessible for use by other groups within the University. He described new positions that will be created shortly within the Office of Research Services which will be able to better support research and researchers at KPU and will assist the University in competing for funding from external organizations and governments. He encouraged members to bring forward any suggestions to assist improvements in their activities.

He informed the committee that the Surrey campus ORS office has moved into Fir 115, while maintaining its presence at the Langley and Richmond campuses.

#### **5.1. Student Research and Innovation Grant**

Deepak Gupta shared that there are now two application streams within this grant, and that applicants are encouraged to apply for other sources of funding at the same time, which may be added to the funds from this grant to better support their research. He answered questions from the committee about how research performed during the summer and fall would be able to meet the deadlines for application and how research for future academic years might be considered.

Cathy Parlee shared a presentation about these new grants available to students, which replace the previous student-led research grants. She confirmed there will be two streams for applications: an Extra-Curricular Stream, and a Curricular Stream (mostly used by Honours Students). She shared that there are instructional videos and materials on the ORS portal and that synchronous training sessions would be scheduled and promoted shortly.

### **6. Chair, Research Ethics Board Report**

The committee received the written report. Tara Lyons asked for feedback on the new report format, which contains multi-jurisdictional reporting. She confirmed that the updated ROMEQ questions are now live, and communications will be shared shortly about how to access the new set of questions as faculty and students submit their applications. The new questions are in line with other institutions' applications, which should assist those who need to harmonize applications. She shared there is also a new, October 2021 version of the consent form which contains embedded instructions and a revised Scholarship of Teaching and Learning template which will assist faculty in this area with ethics applications.

She confirmed for the committee that course-based research questions are different than what is in ROMEO and these will be updated at a later time after a thorough review.

## **7. New Business**

### **7.1. Mandate and Membership Sharing**

The Chair shared the current mandate and membership composition of this committee.

The committee discussed how the mandate of this committee can influence the standards for programs and their learning outcomes, whether graduate studies might be developed without research and that general oversight of research within a graduate program should be the purview of this committee.

The Vice-Chair of Senate described the timeline for standing committees to review their mandates after the Senate Governance and Nominating Committee does a thorough review of all committee mandates and memberships and that their recommendations will be provided to this committee in the spring for its review and comment.

The Chair introduced the idea of inviting a faculty member who is not a supporter of research to join the committee. The committee discussed that having a different perspective might be helpful, such as indigenous or other cultural perspectives rather than someone who is in general opposition to research, as well as the possibility of regularly inviting other members of the institution who are known to have differing views to attend and share their perspective.

**Deborah Henderson moved THAT the Senate Standing Committee on Research and Graduate Studies recommend that the Senate Governance and Nominating Committee recommend that Senate approve a position on this committee for a member engaging in non-traditional research topics or methodologies e.g. indigenous perspectives, arts-based or research-creation, etc.**

**After debate and amendment, the motion carried.**

### **7.2. Notice of Election of Standing Committee Vice-Chair**

The Chair gave notice of the election for Standing Committee Vice-Chair, which will be held at the committee's next meeting.

### **7.3. Research Presentation**

Daniel Bernstein handed chairing of the meeting to Amy Jeon, Vice-Chair of Senate.

Deborah Henderson shared a presentation on research conducted at the Institute for Sustainable Horticulture Research and Innovation, invited members to contact her if they wish to visit the site for a quick tour, and answered questions from the committee.

## **8. Adjournment**

The meeting adjourned at 4:03 p.m.

# Highlights from Research, Innovation, and Graduate Studies Division

Report dated October 21, 2021

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**From the Office of the AVP, Research, Innovation, and Graduate Studies (AVPRIGS)**

## **REVIEW AND NEGOTIATION OF RESEARCH AGREEMENTS – WEBINAR SERIES**

Canadian Association of Research Administrators' ([CARA's](#)) six-week webinar based course on 'Reviewing and Negotiating Research Agreements' starts next Wednesday, October 27<sup>th</sup> with 12 KPU participants across Finance, Legal, and Research discussing contractual risk management, including inter alia, intellectual property, confidentiality, publication, biological materials, and other key provisions.

## **GRADUATE STUDIES REGULATIONS**

The development of a graduate studies regulation is underway. This is a collaborative endeavour between the offices of AVPRIGS, Associate Vice President Academic, and the Associate Vice President, Enrolment Services and Registrar. As part of this process, we plan to engage Senate Standing Committee on Research and Graduate Studies (SSCRGS) and other groups at KPU in key philosophical discussions about the nature of graduate studies at KPU.

**From the Office of Research Services**

## **HOSTING GOVERNMENT OFFICIALS FROM SOUTH KOREA**

KPU recently signed a memorandum of understanding with a US-based intermediary for the South Korean Government for the program which sends mid-career government officials for outbound exchange programs in other countries. As an outcome, we are currently exploring the placement of four prosecutors with the Criminology department at KPU with the Faculty of Arts. In the future, we anticipate opportunities with other areas of KPU as well.

## **HANDLING OF HUMAN REMAINS**

Clark Wilson's Indigenous Law group is assisting KPU with reviewing the legal landscape and improving our draft guidelines on handling of human remains. A thorough review of the legal landscape has been completed, and work is now underway on revamping the draft guidelines.

## **NEW PUBLIC SITE UNDER DEVELOPMENT**

A new public website to showcase research and innovation at KPU to the outside world and to current/prospective students is underway. This can be previewed at <https://www.kpu.ca/dev/research>. This public facing website will complement the internally focused (for all employees) SharePoint site at <https://kpuemp.sharepoint.com/sites/rigs/SitePages/Home.aspx>.

KPU has also provided some one-time funding to be expended before March 31, 2022 to build out the online and interactive Scholarly Impact Showcase and create commercial-quality videos for different audiences.

## **HEALTHY CITIES IMPLEMENTATION SCIENCE TEAM GRANT – LOI SUBMITTED**

A Letter of Intent (LOI) was submitted to Canadian Institutes for Health Research (CIHR) on October 13, 2021 for the Healthy Cities Implementation Science ([HCIS](#)) Team Grants program. The project titled *Development of an Implementation Science Initiative through Inter-sectoral Interventions Promoting Healthier Cities for South Asian Populations* focuses on a large population of Canadian South Asians in the Fraser Health region.

The full application deadline is July 6, 2022 and notice of decision is anticipated in November 2022.

## **RESEARCH SPECIAL PROJECT FUND DEVELOPMENT**

Draft Special Purpose Fund Summary form being prepared for stakeholder review. The completion of the draft is targeted for this month. Once final, Office of Research Services (ORS) will prepare the Summary forms for each new research project. The Summary will help researchers and administrators more readily inform themselves about key project information from one document, e.g., key contexts, deadlines, payment terms. In the future, this may be incorporated within KPU's grants management workflow as our systems evolve.

## **External News and Updates**

### **NSERC RELEASES RESOURCE ON EDI**

The Natural Sciences and Engineering Research Council of Canada (NSERC) has released a new reference document on embedding equity, diversity, and inclusion (EDI) considerations for its research communities.

Equity, Diversity and Inclusion Considerations at Each Stage of the Research Process ([https://www.nserc-crsng.gc.ca/NSERC-CRSNG/Policies-Politiques/EDI\\_guidance-Conseils\\_EDI\\_eng.asp](https://www.nserc-crsng.gc.ca/NSERC-CRSNG/Policies-Politiques/EDI_guidance-Conseils_EDI_eng.asp)) includes relevant questions and concrete examples to guide scientists and engineers.

### **NDRIO NEW BRAND REVEAL: DIGITAL RESEARCH ALLIANCE OF CANADA**

At the Members' Meeting on September 28, 2021, the New Digital Research Infrastructure Organization ([NDRIO](#)) announced its new name: **the Digital Research Alliance of Canada** (the Alliance for short). The notion of an Alliance, a collective of individuals coming together with a shared purpose, resonated with the digital research infrastructure ecosystem and was unanimously endorsed by the community. The presentations and web recordings of both the Annual General Meeting and the Members' Meeting are now available [here](#).

### **CARA WEST CONFERENCE 2021**

This year, CARA West is proud to showcase hidden gems, stories and experiences in a way that allows you to harness the power of the research administration community to enrich your own organizational and professional success. In light of the Covid-19 situations still prevailing, the conference will be held online on December 2 and 3, 2021. The theme of this year's conference is: Connection, Collaboration, and Innovation: Hidden Gems. More information about the CARA West conference can be found on its [official website](#).

## **Acknowledgement**

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

# Highlights from the KPU Research Ethics Board

Report to the Senate Standing Committee on Research & Graduate Studies

Submitted by Dr. Tara Lyons, Chair of the KPU REB

Prepared October 18, 2021 for activities September 23 – October 18, 2021

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## Review of Research Ethics Applications

### KPU REB Ethics Applications

- Two applications were approved.
- Three files are awaiting PI revisions.
- One application is under review.
- One application was withdrawn.

### KPU REB Post Approval Activities

- Two amendments were reviewed and approved.
- One completion report was submitted.
- Two progress reports/annual renewals were approved.
- Forty-four completion reports are outstanding.

## Multijurisdictional Reviews

### KPU REB Board of Record

- One multijurisdictional application is awaiting PI revisions.
- One post approval activity was reviewed and approved.

### KPU REB as Partner Board

- Two post approval activities were reviewed and approved.

## Professional Development

1. The REB Chair and Coordinator attended the Research Ethics Board Administrators (REBA) meetings organized by Research Ethics BC.
2. The REB Chair and Coordinator attended the REBA Community of Practice meeting.

## Outreach & Education

1. The REB Chair presented to the Psychology honours seminar.
2. The REB Chair provided updates to the Chair of Criminology honours program.

## SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

**Agenda Item: 7.2**

**Meeting Date: *November 2, 2021***

**Presenter: *Daniel Bernstein***

<b>Agenda Item</b>	<b>Election of Committee Vice-Chair</b>
<b>Context &amp; Background</b>	Daniel Bernstein, Chair, Senate Standing Committee on Research and Graduate Studies, provided notice of election at the October 12, 2021 meeting.
<b>Key Messages</b>	<ol style="list-style-type: none"><li>1. All Senators and voting members who are members of the Senate Standing Committee are eligible to be elected as committee vice-chair.</li><li>2. The vice-chairs of senate standing committees are normally elected for a three-year term beginning in September.</li><li>3. Senators will be elected for a three-year term or for the term remaining in the Senator's term on Senate, whichever is shorter.</li><li>4. A member will be elected for a three-year term or for the term remaining in the member's term on the Committee, whichever is shorter.</li><li>5. This election is for the term December 1, 2021– August 31, 2024</li></ol>
<b>Attachment</b>	SSC Chair and Vice-Chair Responsibilities
<b>Submitted by</b>	<i>Meredith Laird, Administrative Assistant, University Senate</i>
<b>Date submitted</b>	<i>October 25, 2021</i>

## **Senate Standing Committee Chair and Vice-Chair Responsibilities**

### **Workplan**

- In consultation with the Vice-Chair of Senate, develops a draft annual workplan for the committee
- Finalizes the workplan with the committee
- Submits agenda items
- Ensures the committee receives necessary information in a timely fashion

### **Meeting Preparation**

- Reviews documents submitted to Senate Office.
- Advises proponent and senate staff of any changes needed before the documents can proceed to committee
- Approves the draft agenda and supporting materials for distribution to the committee
- Cancels scheduled meetings as needed

### **Meeting**

- Conducts the committee meetings.

### **After the meeting**

- Reviews and edits draft minutes prepared by senate staff
- Advises on next steps for action items
- Emails members their action items
- Reviews attendance of committee members

### **Reports to Senate**

- Prepares report for Senate to inform the Senate of current committee issues and activities
- Writes one-page report for the Senate Annual Report

Other duties as required by individual standing committees.