
SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Regular Meeting
Thursday, January 31, 2023
2:00 p.m. – 4:00 p.m.
MS Teams Online

AGENDA

1. Call to Order and Territorial Acknowledgement 2:00
2. Approval of Agenda
3. Approval of Minutes, January 10, 2023
4. Chair's Report Daniel Bernstein 2:05
5. Regular Reports
- 5.1. Associate Vice-President, Research, Innovation and Graduate Studies....Deepak Gupta 2:10
6. Working Groups
- 6.1.1 SSCRGS Mandate ReviewDeborah Henderson 2:20
- 6.1.2 Curating Research Presentations (no report).....Mark Vardy
- 6.1.3 Generating KPU Definition of Research (no report)Deepak Gupta
7. Items for Discussion.....
- 7.1. Research Plan Template..... Daniel Bernstein 2:30
8. Adjournment 4:00

SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Minutes of Regular Meeting

Thursday, January 10, 2023

2:00 p.m. – 4:00 p.m.

MS Teams Online

Voting Member Quorum: 8		
Brett Favaro, Vice-Chair Daniel Bernstein, Chair Deborah Henderson Deepak Gupta Karen Meijer-Kline Mark Vardy	Patrick Lui Paul Adams Shelley Boyd Sue Fairburn	Non-voting
		Amy Jeon
Regrets	Senate Office	Guests
Alan Davis Leeann Waddington Mandeep Pannu Natasha Campbell Zena Mitchell	Sonia Banwait	Melissa Cuthill Tara Lyons

1. Call to Order and Territorial Acknowledgement

The Chair called the meeting to order at 2:02 p.m.

2. Approval of Agenda

Deepak Gupta requested to add discussion item 8.4 Protocol for Development of University Policies/Procedures.

Deepak Gupta moved the agenda be confirmed as amended.

The motion carried.

3. Approval of Minutes, November 1, 1022

Daniel Bernstein moved the minutes be accepted as circulated.

The motion carried.

4. Chair's Report

Daniel Bernstein, Chair, welcomed Patrick Lui, Student Representative to the committee.

Daniel Bernstein passed the floor to Deepak Gupta who introduced new members of the Research team, Amit Shukla and Taranum Sultana.

4.1. Arts Research Plan

Daniel Bernstein shared the Arts Research Plan and the basic principles drafted by the APP as well as the objectives and goals drafted by ARSC.

Shelley Boyd provided further insight on the COIL initiative which allows for inter-university collaborations.

The committee agreed to request Mariana Gatzeva and Fabricio Telo to a future meeting for further discussion.

5. Chair, Research Ethics Board Report

Tara Lyons, Chair, Research Ethic Board, provided her report and welcomed feedback from the committee.

The committee expressed their appreciation for the report and offered a suggestion to capture trends on applications for future reports.

6. Regular Reports

6.1. Associate Vice-President, Research, Innovation and Graduate Studies

Deepak Gupta, Associate Vice-President, Research Institute, presented his report. He added that the department is currently exploring alternatives for research management systems.

7. Working Groups

7.1.1. SSCRGs Mandate Review

Deborah Henderson provided a brief verbal update on Mandate Review.

7.1.2. Curating Research Presentations

Mark Vardy provided a brief verbal report on Curating Research Presentations.

7.1.3. Generating KPU Definition of Research

Deepak Gupta provided a brief verbal report on Generating KPU Definition of Research at KPU.

8. Items for Discussion

8.1. Research Plan Template for Faculties

Daniel Bernstein informed he met with Wilson School of Design Research Committee and the Arts Research and Scholarship Committee to discuss a Research Plan template to increase faculty responses to requests for information surrounding White Paper. He recommended a working group or that SSCRGs as a whole develop the template.

Brett Favaro shared the strategy being used within the Faculty of Science and Horticulture as a suggestion on how to proceed with developing a research plan template. The committee agreed

to bring this item to the next meeting and use the shared strategy and questions as a guiding tool for further discussion.

8.2. TALEO Hiring Systems

Daniel Bernstein shared that the hiring stem TALEO implemented in Spring 2022 has shown to be cumbersome and time-consuming in hiring researchers, research assistants and personnel. He opened up the discussion to the committee on ways to resolve this.

The committee discussed their experiences with the system, including the pros and cons and discussed ways to improve the process.

8.3. Research Data Management Strategy

Melissa Cuthill provided a brief update on the RDM strategy and informed the committee the RDM working group has revised the first draft of the Institutional Research Data Management Strategy (IRDMS) which has been presented for public presentation as of January 4, 2023. She proposed that an RDM implementation committee, under SSCRGs, be formed to oversee implementation of the strategy over the next few years.

The proponent to work with Vice-Chair of Senate to prepare and draft a motion and next steps.

8.4. Protocol for Development of University Policies/Procedures

Deepak Gupta shared the KPU University Communicator email circulated on January 10, 2023 regarding the new and revised HR policies and how it relates to research. He asked if it would be suitable to appoint one person to monitor policy and procedure changes on behalf of the committee.

The committee discussed and agreed that all members should do their best to keep up-to-date with policy changes and bring any relevant information on research and graduate studies to the committee for further discussion.

9. Adjournment

The meeting adjourned at 3:54 p.m.

SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Agenda Item: 5.1

Meeting Date: *January 31, 2023*

Presenter: *Deepak Gupta*

Associate Vice-President, Research, Innovation and Graduate Studies Report

FROM THE OFFICE OF THE AVP, RESEARCH, INNOVATION, AND GRADUATE STUDIES (AVPRIGS)

WELCOME DR. TARANUM SULTANA, RESEARCH COMPLIANCE MANAGER, OFFICE OF RESEARCH SERVICES

Please join us in welcoming Dr. Taranum Sultana to the inaugural position of Research Compliance Manager in the Office of Research Services at Kwantlen Polytechnic University. Taranum has over 17 years of teaching and research management experience at prestigious institutions such as the Karolinska Institute in Sweden, Aga Khan University in Pakistan, the University of Regina, and Prairie Vascular Research Inc., Regina, SK. As part of her previous roles, she was responsible for ensuring that the institution's research and development activities complied with all relevant laws, regulations, and ethical standards. She has extensive experience collaborating with multicultural research teams, stakeholders, and provincial and regulatory authorities to implement research compliance.

In her role as Research Compliance Manager, she will be responsible for institutional research compliance with university-wide oversight to ensure that KPU is following all research-related compliance regulations and requirements of municipal, provincial, and federal departments and agencies, as well as major research sponsors. We look forward to working with her to support all research activities undertaken by our faculty, staff and students.

DR. DEEPAK GUPTA APPOINTED TO THE WESTERN REPRESENTATIVE FOR THE ACCRU EXECUTIVE

Dr. Deepak Gupta was elected to serve as the Western Representative for the seat on the Alliance of Canadian Comprehensive Research Universities (ACCRU) executive membership.

SAFEGUARDING YOUR RESEARCH

Public Safety Canada introduced the 'Safeguarding Your Research' portal in 2018, with a U15 statement on Protecting Canadian Values and Canadian Research following in 2021. The Government has instructed federal research funding agencies, incl the CFI, and Tri-Agency to

review their security policies and processes and to promote awareness of the best practices and tools available to the Canadian researchers and innovators they fund, so researchers can appropriately protect their innovative work. ISED has two short (under an hour) courses on safeguarding your research [here](#) from 2021. They are worth a review.

FROM THE OFFICE OF GRADUATE STUDIES

WCDGS 2023 ANNUAL MEETING

Deepak Gupta and Dianne Symonds attended the 2023 annual meeting of the Western Canadian Deans of Graduate Studies that took place from Jan 19-20, 2023 in Victoria, BC.

FROM THE OFFICE OF RESEARCH SERVICES

INTRODUCING THE TRI-COUNCIL POLICY STATEMENT: ETHICAL CONDUCT FOR RESEARCH INVOLVING HUMANS – TCPS 2 (2022)

The Canadian Institutes of Health Research (CIHR), the Natural Sciences and Engineering Research Council of Canada (NSERC), and the Social Sciences and Humanities Research Council of Canada (SSHRC) are pleased to announce the release of the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans – TCPS 2 (2022). TCPS 2 (2022) replaces TCPS 2 (2018) as the official human research ethics policy of the three federal research funding agencies (the Agencies).

TCPS 2 (2022) includes guidance on the following research ethics themes:

- Broad consent for the storage of data and human biological materials for future unspecified research (Chapters 3 and 12);
- Streamlining multi-jurisdictional research ethics review of minimal risk research (Chapter 8);
- Research involving totipotent stem cells (Chapter 12); and
- Review of research involving human cell lines (Chapter 12)

2022 TCPS 2 COURSE ON RESEARCH ETHICS (CORE)

A new version of the updated Tri-Council Policy Statement 2: Course on Research Ethics - TCPS 2 CORE was released January 2022. The REB will require new ethics applications to include the updated 2022 CORE certificates starting March 31, 2023. A reminder was sent to KPU researchers last December.

FROM KPU'S RESEARCH LABORATORIES, CENTRES, AND INSTITUTES

APPLIED GENOMICS CENTRE – LAB TOURS

Applied Genomics Center Lab Tours: Paul Adams hosted lab tours for the following groups:

1. December 1st – Participants of KPU's annual Counsellors' Conference
2. December 13th – Faculty and staff from the KPU Library

APPLIED GENOMICS CENTRE – A HOP SENSORY EVENT BY NEXTGEN HOPS

On December 13th we had the stakeholders for the Hop breeding project (NextGen Hops) visit the AGC for a tour and also a hop sensory event. We had several commercial hop growers, members from the KPU brewery, and the AGC hop team attend this event. Overall it was a great experience

for everyone and we got great feedback on the aroma of the new hop varieties as well as their performance in brewing via the KPU brewery.

INSTITUTE FOR SUSTAINABLE FOOD SYSTEMS - STAFFING UPDATES

Ria McKenzie was hired as ISFS Extension Assistant – Videographer on January 16, 2023.

INSTITUTE FOR SUSTAINABLE FOOD SYSTEMS – PUBLICATIONS AND PRESENTATIONS

- Kent Mullinix was interviewed by The Globe and Mail, a Canadian printed newspaper, regarding agri-tech and changes to BCs ALR regulation allowing for vertical farming on ALR lands on Jan 6, 2023.
- Community engagement for Xwisten Project: Payal Batra, Jenn Cline and Charlene Seward will present the Xwisten project, hosted an advisory committee meeting and one-on-one engagement meeting in Lillooet during Jan 18 – 22, 2023.

Acknowledgment

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.

SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Agenda Item: 6.1.1

Meeting Date: *January 31, 2023*

Presenter: *Deborah Henderson*

Chair's Report Mandate Review

For discussion and decision

Working Group: Deborah Henderson, Deepak Gupta, Sue Fairburn

Proposed changes to Mandate (see also table below)

1. Items 1 and 2, 6 and 7 were reworded to expand or create consistency in sentence structure
2. Remove item 5. This is a function of the ORS
3. Item 11 – new. Rationale: policies that impact research have no formal process or obligation to come to this subcommittee. This is a gap in consultation. SSCRGs should have a role in vetting of research policies and procedures and related documents. (Note** [we have discussed this previously in this Committee regarding a recent policy that impacted research. This recommendation is a result of that discussion.](#))
4. Voting members. Recommend one from each faculty, and not just 4, to facilitate communication up and down.

For discussion and future Mandate changes:

5. Non-voting Member or representation for Indigenous scholarship and EDI
 - a. How can we best include Indigenous scholarship?
 - b. How can we best keep up with EDI considerations in research as well as KPU plans and initiatives as they relate to research?
 - c. Would there be value in having once-a-term reports/presentations? From whom?

- d. How do we decide who would represent Indigenous scholarship/research? Perhaps inviting individuals to self-identify and present their research or an aspect of Indigenous scholarship to the SSCRGs, or an indigenous scholar could be nominated as a voting member, by the Office of Research.
- 6. REB, Animal Care Committee (ACC), REB now report monthly. Perhaps the wording could clarify their role. For instance, that they report once per term as a minimum, and they are invited to join any meeting if they would like to report inbetween regular reports or wish feedback on any topic. This could also go for EDI and Indigenous scholarship.
- 7. Is there a role for Faculty Council Research Committee Chairs on SSCRGs?
 - a. There is a disconnect between Faculty research committees and SSCRGs. Perhaps if they were invited to give twice annually, a report on activities and needs, ideas, how they are implementing the White Paper action items.
- 8. Should HR and Finance be invited as non-voting members, to provide twice annual reporting?
 - a. It could be helpful for them to hear how research is expanding at KPU and that it has needs too.
- 9. Do we need to define the roles of ex-officios (Director, RISE, DBM, RCM)?
- 10. Is there a way to identify who is a voting member in virtual meetings? And to know who is representing all of the voting member positions? It's a bit confusing for new members.

In the table below, grey highlight is reworded. Red text is new.

Original	Recommendation
<p><i>MANDATE</i></p> <ol style="list-style-type: none"> 1. Advise Senate on university research priorities 2. Advise Senate on the allocation of university resources for research and scholarship including funding, services, and infrastructure. 3. Lead the ongoing discussions regarding the nature of research at a polytechnic university. 	<p><i>MANDATE</i></p> <ol style="list-style-type: none"> 1. Advise Senate on priorities for research and scholarly activities. 2. Provide advice, facilitate discussions, and receive reports on university-wide research governance and administration, including institutional plans, policy

<ol style="list-style-type: none"> 4. Celebrate exemplary research through public recognition and dissemination. 5. Advise in the planning and operation of research events and initiatives. 6. Identify the forms of support needed to maintain excellence in research and make recommendations to Senate and other bodies as needed. 7. In consultation with the Senate Standing Committee on Academic Planning and Priorities, Advise Senate on the establishment, revision or discontinuance of research centres and institutes. 8. Advise Senate on the academic governance and standards for graduate studies. 9. Advise Senate on curriculum standards for graduate programs and courses for use by the Senate Standing Committee on Curriculum, and other relevant senate committees. 10. Advise Senate on university-wide standards for graduate-level instruction and student supervision. 11. Establish such subcommittees as needed to fulfill the committee's responsibilities. 12. Other duties as assigned by Senate. 	<p>frameworks, practices, research services, research ethics, and animal care.</p> <ol style="list-style-type: none"> 3. Lead the ongoing discussions regarding the nature of research at a polytechnic university. 4. Celebrate exemplary research through public recognition and dissemination. 5. Remove 5 6. Make recommendations to Senate and other bodies as needed on university resources needed to develop capacity and foster excellence in research and scholarly activities. 7. Advise Senate on the establishment, revision or discontinuance of research centres and institutes in consultation with the Senate Standing Committee on Academic Planning and Priorities 8. Advise Senate on the academic governance and standards for graduate studies. 9. Advise Senate on curriculum standards for graduate programs and courses for use by the Senate Standing Committee on Curriculum, and other relevant Senate committees. 10. Advise Senate on university-wide standards for graduate-level instruction and student supervision. 11. To review and provide feedback on policies, procedures and related documents that may impact research. (new) 12. Establish subcommittees as needed to fulfill the committee's responsibilities. 13. Other duties as assigned by Senate.
<p>MEMBERSHIP COMPOSITION</p> <p>Voting Members</p> <ul style="list-style-type: none"> • Chancellor • President • Student Representative* • Eight faculty Senators or Representatives** 	<p>MEMBERSHIP COMPOSITION</p> <p>Voting Members</p> <ul style="list-style-type: none"> • Chancellor • President • Student Representative*

<ul style="list-style-type: none"> • Associate Vice-President, Research or designate • Associate Vice-President, Teaching and Learning or designate • Two Deans or Associate Deans • Director of a Research Institute/Centre • University Registrar or designate <p>* An upper-level undergraduate or graduate student</p> <p>**The faculty Senators must represent no fewer than four Faculties. The membership is designed for representation of the KPU faculty research community, which is distributed unevenly across the Faculties.</p> <p>Non-voting Members</p> <ul style="list-style-type: none"> • Vice-Chair of Senate 	<ul style="list-style-type: none"> • One faculty Senator or Representative from each Faculty/School** • Associate Vice-President, Research or designate • Associate Vice-President, Teaching and Learning or designate • Two Deans or Associate Deans • Director of a Research Institute/Centre • University Registrar or designate <p>* An upper-level undergraduate or graduate student</p> <p>**The faculty Senators must represent no fewer than four Faculties.</p> <p>Non-voting Members</p> <ul style="list-style-type: none"> • Vice-Chair of Senate • Director, Office of Research Services or designate. • Representative of the Research Ethics Board • Representative of the Animal Care Committee • Indigenous research representation • Representation for equity, diversity, and inclusion in research and scholarship
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SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Agenda Number: 7.1

Meeting Date: *January 31, 2023*

Presenter(s): *Daniel Bernstein*

AGENDA TITLE: RESEARCH PLAN TEMPLATE TO AID FACULTIES

ACTION REQUESTED: Discussion

RECOMMENDED RESOLUTION

None

COMMITTEE REPORT

For Secretariat Use Only

Context and Background

In Fall 2020, Senate requested information from Faculties surrounding the White Paper on Research and Scholarship (White Paper). There was a paltry response. In Fall 2021, Senate sent another request for this information. To aid Faculties with this request, SSCRGs will be generating a Research Plan Template.

Key Messages

1. Increase Faculty response to request for information surrounding the White Paper.
2. Develop the template more efficiently by working with WSD and Arts.
3. SSCRGs works as a whole to generate the Template.

Resource Requirements

N/A

Implications/Risks

N/A

Consultations

1. Amy Jeon, Senate Vice Chair
2. Deepak Gupta, AVP Research
3. Wilson School of Design and Arts Research and Scholarship committees

Attachments

1. Faculty Research and Scholarship Questions -May 2021 compiled By: Sandy V Deepak G RajivJ.pdf
 2. WSD Research Planning Questions Fall 2022.pdf
 3. 2023 Spring White Paper update form - with FSH modifications.docx
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Submitted by

Daniel Bernstein, Chair, Senate Standing Committee on Research and Graduate Studies

Date submitted

January 12, 2023

Faculty Research and Scholarship Questions

Ideas for Developing Faculty Research and Scholarship Plans

General Questions

- What are the areas of research and scholarship most relevant to our capacity and aspirations? How do these areas align with needs of our programs and students, needs of our communities, and the interests of our funders?
- How do we collaborate, particularly across disciplines? What are the areas where we can collaborate with other KPU researchers/research groups outside of our department, Faculty or School?
- Will we be conducting the scholarship/applied research with other agencies or researchers external to KPU?
- What are the 2-3 areas of strengths or emerging opportunities that lend themselves to formation of groups and clusters (and may eventually grow to future centres and institutes)?

Teaching and Learning and Students

- How might the results/findings enrich the curriculum/teaching and learning? What processes will we implement to ensure knowledge and other insights from research benefits the curriculum, andragogy and the student experience?
- How will we develop and engage KPU students both inside and outside of the curriculum?
- What kinds of resources/supports are required to engage students?
- How will students be engaged in the dissemination of the research and scholarship? (E.g., conference presentations, community forums, internal research presentations, etc.).

Funding and Dissemination

- Building on internal supports, do we plan to apply for external funding to support the research and scholarship? If so, which funding bodies (e.g., granting agencies, private sector, non-profits) do you think will fund? Do any of these potential funders require matching funds or in-kind support?
- Do we have colleagues engaged in our research and scholarly activities with the appropriate credentials for the agencies that we are applying to for funding or for publication? (Note: this may not be a concern but something to be aware of depending on your funding and dissemination plans).
- How will the results/findings be disseminated for maximum impact?
- What are the dissemination expectations of the granting agency?
- What kinds of resources/supports (e.g., financial, physical, technological, human, etc.) are currently available to undertake the research and scholarly activities? What new resources or supports are required?
- Will this research require dedicated space? (Some funding agencies require confirmation of institutional support for space requirements that must be agreed upon at the time of submission).
- If additional time is required to conduct the research and scholarship, how much time is required and how will the release time be funded?

30.12.2022

Questions – as provided by Sue Fairburn < WSD (Fall 2022)

For Program Chairs & Faculties:

Objective : *to identify Where is research happening within WSD? Which courses, programs, who's driving it?*

Questions used during consultation:

1. Explore 'what do you mean by research and research methods within XXXX (program)?' (i.e. many times we'll write "Research and analyze..." or "Research...")
2. What types of guidance are provided?
3. What guidance / support is needed?
4. What's informing and driving research activities in these courses? (Faculty interests, professional activities, industry/community partners? other?)
5. Any Student feedback ? and lastly
6. Are your students and faculty active in research outwith courses? (SRIG, RA in Faculty projects, etc.)?
7. How does research factor into your recent program review?
8. What do you see as a key areas "of activity" and "for development" to inform your program's research plan?

Whitepaper on Research and Scholarship Department Updates Spring 2023

Please note that information shared in this document will be used to help inform KPU Senate on academic priorities across the institution, and to help shape the future of research at the University.

Department:

Does your department have a formalized plan for integrating opportunities for undergraduate research? (i.e. currently integrate undergraduate research opportunities or have a plan to integrate research opportunities)

YES / NO

If YES, please describe undergraduate research opportunities in your department or provide a copy of formalized plan. This could be a recognition of the courses in which research opportunities are offered currently or planned in the future.

If NO, please provide information on why your department is not planning to integrate undergraduate research opportunities.

What kind of curricular support would help the department to initiate promoting undergraduate research opportunities?

****Thank you for submitting the updates****



FORMALIZED PLAN

What opportunities for undergraduate research *currently exist* in this department?

What opportunities for undergraduate research *are currently under development* in this department?

What opportunities for undergraduate *research would be desirable, but do not currently exist and are not currently in development* in this department?

