

SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Regular Meeting
Tuesday, February 28, 2023
2:00 p.m. – 4:00 p.m.
MS Teams Online

AGENDA

- | | | | |
|----|--|---------------------------------|------|
| 1. | Call to Order and Territorial Acknowledgement | Daniel Bernstein | 2:00 |
| 2. | Approval of Agenda | | |
| 3. | Approval of Minutes, January 31, 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 |
| | 5.2. Working Groups | | |
| | 5.2.1 SSCRGS Mandate Review (no report) | Deborah Henderson | |
| | 5.2.2 Curating Research Presentations | Daniel Bernstein | 2:20 |
| | 5.2.3 Generating KPU Definition of Research (no report) | Deepak Gupta | |
| 6. | New Business | | |
| | 6.1. Research Data Management (RDM) Strategy | Melissa Cuthill | 2:30 |
| 7. | Items for Discussion..... | | |
| | 7.1. Graduate Studies Listening Tour Consultation | Mariana Gatzeva, Dianne Symonds | 2:45 |
| | 7.2. Research Plan Template..... | Daniel Bernstein | 3:00 |
| 8. | Adjournment | | 4:00 |

SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Minutes of Regular Meeting

Tuesday, January 31, 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 Mandeep Pannu Mark Vardy	Patrick Lui Paul Adams Shelley Boyd Sue Fairburn	Non-voting Amy Jeon
Regrets	Senate Office	Guests
Alan Davis Karen Meijer-Kline Leeann Waddington Natasha Campbell Zena Mitchell	Sonia Banwait	

1. Call to Order and Territorial Acknowledgement

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

2. Approval of Agenda

Daniel Bernstein moved the agenda be confirmed as circulated.

The motion carried.

3. Approval of Minutes, January 10, 2023

Daniel Bernstein moved the minutes be accepted as circulated.

The motion carried.

4. Chair's Report

The Chair reminded members the last SSCRGs meeting of the term is on May 30, 2023 and will be held in-person at the Surrey Campus. He asked committee members for their preference of in-person vs. online meetings going forward. The general consensus was to continue with online meetings.

5. Regular Reports

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

Deepak Gupta, Associate Vice-President, Research, Innovation, Graduate Studies, presented his report.

6. Working Groups

6.1.1. SSCRGS Mandate and Membership Review

Daniel Bernstein thanked the working group for their hard work and informed the committee that the mandate and membership review includes revisions that can and cannot be implemented.

Amy Jeon thanked the working group for their contributions and explained some key revisions.

The committee raised concerns regarding the recommendation for mandate #2 and requested that the types of reports required be specified. Amy Jeon explained that listing reports can be restrictive. Shelley Boyd suggested to revise wording by adding “as requested” to the mandate while listing the type of reports. Mandate #4 was requested to be removed.

The committee discussed membership and to add ‘Director, Office of Research Services’ and ‘Associate Vice-President, Indigenous Leadership or designate’ as non-voting members. The request to add Animal Care and Research Ethics Board representatives were denied. There was discussion on keeping ‘Representative for Equity, Diversity, and Inclusion in Research and Scholarship’ listed as a vacant seat until it is filled. Members echoed the committee’s priority for ensuring broader representation and the importance of having an EDI representative, but was advised that membership can be reviewed once the respective office is set up.

The revised mandate and membership draft will be presented at next meeting.

6.1.2. Curating Research Presentations

Mark Vardy provided a brief verbal report.

6.1.3. Generating KPU Definition of Research

No report.

7. Items for discussion

7.1. Research Plan Template

Daniel Bernstein continued discussion from the last meeting regarding generating a Research Plan Template. He shared a template for response to White Paper and asked which questions the research plan should focus on.

Brett Favaro suggested to merge the questions from Wilson School of Design and Faculty of Science and Horticulture.

The committee discussed the formalized plan and suggested to add “graduate” research to appeal to a wider group. It was also suggested to add information regarding all credentials as “undergraduate” so students in diploma and citation programs are included.

Daniel Bernstein asked members to use the presented template to generate their questions and mark them in the text box on page 17 of the agenda package. The three main questions were suggested to be added on the response template and #1-8 conversation questions were suggested to be added as a link or separate appendix.

8. Adjournment

The meeting adjourned at 3:35 p.m.

SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Agenda Item: 5.1

Meeting Date: *February 28, 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)

OFFICE REDISTRIBUTION FOR A RESEARCH HUB IN KPU RICHMOND

A plan to create a shared research hub at KPU Richmond is underway. To complete phase 1 of this project, the Office of the AVPRIGS, Office of Research Services, Lifespan Cognition Lab and Nutrition Informatics Lab moved into the following new spaces on February 3rd:

- R2320: Office of AVPRIGS and Office of Research Services
- R2330: Researchers Co-working Zone
- R2335: Mixed Reality Research Laboratory
- R2340: Human Participants Research Laboratory

R2330, R2340, and R2335 are shared spaces for the researchers, allowing for close interaction between the researchers. For the following steps, Facilities and the Office of the Provost will work on freeing up a couple more offices for the research hub to accommodate anticipated research growth. Once the other spaces are open in the research hub, a permanent allocation and assessment will be done.

THE PACIFIC AGRICULTURE SHOW 2023

Deepak Gupta and Amit Shukla visited The Pacific Agriculture Show, held from January 26th to 28th at Tradex Exhibition Centre in Abbotsford. The exhibition showcased the latest and most innovative equipment and technology for the agriculture industry.

YOUTH STRENGTH EVENT

On January 22nd, Deepak Gupta and Cathy Parlee attended the Youth Strength event. Dr. Gira Bhatt and Dr. Roger Tweed led the project. They developed an interactive 2-3 hour once-a-week programs for youth and parents over the course of 4 to 8 weeks, focusing on recognizing and building character strengths that research shows to be important for resisting violence. Over 150 youth and 170 parents, including 15 grandparents, completed strength-based violence prevention interactive workshops.

NEW ELECTRONIC RESEARCH ADMINISTRATION PLATFORM

Deepak Gupta has been spearheading efforts bringing together a dozen affected small and mid-sized universities across Canada to look towards a post-Romeo future. BCNET has agreed to help. These institutions will be assisted by BCNET to develop and launch a Request for Information on electronic research administration platforms.

FROM THE OFFICE OF RESEARCH SERVICES

WELCOME JACKIE AU, RESEARCH ADMINISTRATION AND SERVICES MANAGER, OFFICE OF RESEARCH SERVICES

Please join us in welcoming Jackie Au to the inaugural position of Research Administration and Services Manager in the Office of Research Services starting March 6, 2023. Jackie is a seasoned tertiary education administrator with profound experience in research grant administration, academic services, program administration, project management, financial management as well as budget planning.

Jackie received her Master of Science in public sector management from The Hong Kong Polytechnic University. She also has a Bachelor of Business Administration in professional accountancy from The Chinese University of Hong Kong. Over the past two decades, Jackie held up various administrative positions in the tertiary education sector in Hong Kong. Before moving to Canada, Jackie was the Director of Research Grants and Contracts Office at the City University of Hong Kong. Reporting to Vice-President (Research & Technology), Jackie provided strategic leadership in the formulation and implementation of research policies to advance the University's research grants acquisition.

As Research Administration and Services Manager, Jackie will lead or co-lead university-wide research operations, research finance, and research risk management. We look forward to working with her and will be grateful for the usual cooperation from the KPU community.

TWO APPLICATIONS SUBMITTED FOR SSHRC INSIGHT DEVELOPMENT GRANTS

KPU's faculty members recently submitted two applications for SSHRC Insight Development Grants. The grants support research in its initial stages, enabling the development of new research questions, as well as experimentation with new methods, theoretical approaches and/or ideas. The results will be announced in June 2023.

FROM THE ANIMAL CARE COMMITTEE

UPDATES ON PEDAGOGICAL MERIT REVIEW

Taranum Sultana, Research Compliance Manager, will be taking over the administration of the pedagogical and scientific merit review processes moving forward. Pedagogical merit review is currently underway for all KPU courses that use animal-based teaching.

FROM KPU'S RESEARCH LABORATORIES, CENTRES, AND INSTITUTES

APPLIED GENOMICS CENTRE - EVENTS

- Jan 23rd – Surrey Mayor, Brenda Locke, and her team visited the Applied Genomics Center.

- Jan 27th-29th – the AGC participated as exhibitors and gave a presentation at the 25th annual Pacific Agriculture Show at the Abbotsford TRADEX Centre, the largest agricultural exhibition in BC.

APPLIED GENOMICS CENTRE - PLANT AND ANIMAL GENOME CONFERENCE

A group of AGC employees attended the Plant and Animal Genome (PAG30) Conference in San Diego, January 13th-18th, 2023 and presented the following posters:

- Aquatic Toxicity Testing in Zebrafish Embryos Demonstrates the Safe Use of Trichoderma atroviride Fungal Spores for Agricultural Pest Control. Authors: Jake Miller, Charvi Gulati, Krista Warzel, Lisa Wegener, and Layne Myhre
- Developing TaqMan Assays for Plant Parasitic Nematode Species of Economic Importance to Agriculture in Canada. Authors: Michael Ke, Katherine Sims, Siva Sabaratnam, Paige Munro, Thomas Forge, and Paul Adams
- Genome-Wide Characterization and Expression Profiling of Gibberellin Biosynthesis Genes in Hop. Authors: Katherine Sims and Jim Mattsson
- Microbiome Analysis in Horses with Free Fecal Water (FFW) by 16S rRNA Metagenomics. Authors: RJ Wester, Lyndsey Baillie, Garrett McCarthy, Carson Keever, Lauren Jeffery, and Paul Adams
- NextGen Hops: A Canadian Hop Variety Development Program. Authors: Garrett McCarthy, Paul Adams, and Mathias Schuetz
- Targeted Amplicon Sequencing for Monitory Methylation Patterns of Imprinted Genes in Mammalian Embryos. Authors: Gennerick Samera, Joon Lee, Lyndsey Baillie, Rémi Labrègue, Christian Vigneault, and Paul Adams
- Using High Throughput Phenomics to Study Variation in Metabolite Composition in Hops (*Humulus lupulus*). Authors: Monique Ly, Garrett McCarthy, Paul Adams, and Mathias Schuetz
- Using NGS 16s Metagenomics and qPCR to Study *Mycoplasma bovis* in Canadian Dairy Cows. Authors: Garrett McCarthy, Lyndsey Baillie, Daleena Williams, Gennerick Samera, Michael Ke, Rebecca Williams, and Paul Adams

APPLIED GENOMICS CENTRE - NSERC EDI FOR COLLEGES WORKSHOP

On Jan 26, 2023, the researchers from the AGC attended the NSERC EDI for Colleges Workshop 2: Embedding EDI in the Research Process. The workshop provided participants with an understanding of how EDI should be embedded within the research process: from the development of the research question to the design of the methods and methodologies, data analysis, results and outcomes processing, and in the knowledge dissemination and mobilization.

INSTITUTE FOR SUSTAINABLE FOOD SYSTEMS – STAFFING UPDATES

Amanda Cook came on board on Feb 8th, 2023 for the position of Extension Assistant, Sik-E-Dakh Farm School in ISFS.

INSTITUTE FOR SUSTAINABLE FOOD SYSTEMS – PRESENTATIONS

- February 1st – 3rd: Kaelan Watson and Kristi Tatebe from the ISFS presented on past work regarding food systems in the Okanagan and Southwest BC bioregions, and on current

work applying scenario planning methodology to food systems planning at the Lincoln Institute's 6th Annual Consortium for Scenario Planning in Phoenix, AZ.

- February 7th – Wallapak Polasub gave a presentation on Introduction to Enterprise Budgets, at the Prairie Organic Vegetable Production Online Mini Conference.
- February 13th – Wallapak Polasub gave a presentation on Contemporary issues in our food systems and current ISFS research and extension initiatives at the Master Gardeners' Speaker Series.
- February 16th - Naomi Robert was invited by the Resource and Environmental Planning Students Association at SFU to present on the Okanagan Bioregional Food System Project.

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: 5.2.2

Meeting Date: February 28, 2023

Presenter: Daniel Bernstein

Chair's Report Curating Research Presentations

The SSCRGs Working Group to Curate Research Presentations is pleased to invite Stephanie Phillips, Sherman Jen Research Chair in Next Generation Design, Wilson School of Design, to present her research at the February 28th meeting:

Title: The Role of Design in Interdisciplinary Sustainable Material Development

Stephanie's design research practice focuses on the development of functional composite textiles for a single waste stream, concentrating on bio-derived material sources. She has taught at KPU's Wilson School of Design since 2014 in the Fashion Design & Technology, Product Design, Fashion Marketing and Design for Technical Apparel programs, with a focus on teaching the processes surrounding materials, textiles, and design research.

This presentation grew out of the practice of SSCRGs members taking turns to present their research to the committee in the 2021-2022 academic year. It was valuable hearing from one another about the kinds of research that we are all doing. After hearing from everyone on the committee, we thought that we should keep going with the effort and explore what other research is being conducted at KPU. The presentation has a twofold purpose. First, we are genuinely curious and interested in the research itself. And second, we are interested about the experience of engaging in said research at KPU.

SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Agenda Number: 6.1

Meeting Date: February 28, 2023

Presenter(s): Melissa Cuthill

AGENDA TITLE: *RESEARCH DATA MANAGEMENT STRATEGY*

ACTION REQUESTED: Motion

RECOMMENDED RESOLUTION

THAT the Senate Standing Committee on Research and Graduate Studies endorse the KPU Research Data Management Strategy, effective March 01, 2023.

COMMITTEE REPORT

For Secretariat Use Only

Context and Background (Heading 3)

In March of 2021, the [Tri-Agency Research Data Management Policy](#) established a requirement for all institutions administering their funding to create an institutional Research Data Management (RDM) strategy by March 1, 2023. Over the past 6 months, the RDM Strategy Working Group co-sponsored by the Office of the Associate Vice-President, Research, Innovation and Graduate Studies (AVPRIGS) and the Library has worked to prepare KPU's Strategy, which is now ready for publication. As a clear protocol for approving an "institutional strategy" does not exist within the university governance structure, it was determined that the most appropriate method was to seek endorsement of the Strategy by the Senate Standing Committee on Research and Graduate Studies (SSCRGS) as well as the Senate Standing Committee on Library (SSCL), these being the two most relevant units to its implementation.

Key Messages

1. Feedback during the Draft RDM Strategy's development was collected widely from the university community through a consultation website, Town Hall, and direct communication with faculty Research and Scholarship Committees and individual researchers.

2. SSCRGs endorsement is sought for the KPU Research Data Management Strategy prior to its publication deadline of March 01, 2023.

Consultations

1. Deepak Gupta, Associate Vice-President, Research, Innovation and Graduate Studies
2. Todd Mundle, University Librarian
3. Institutional Research Data Management Strategy Working Group
4. Senate Standing Committee on Research and Graduate Studies
5. Faculty of Arts Research and Scholarship Committee
6. Faculty of Design Research and Graduate Studies Committee
7. Faculty of Science and Horticulture Research Committee
8. Faculty of Health Research and Scholarship Committee

Attachments

1. [KPU Institutional Research Data Management Strategy v1.3](#)
-

Submitted by

Melissa Cuthill, Research Data Management Strategy Librarian

Date submitted

February 9, 2023

Kwantlen Polytechnic University Research Data Management Strategy – v1.3

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Preamble

Background

Research is a time-honoured example of KPU’s motto, “where thought meets action”. In the Vision 2023 Strategic Plan, KPU announced its intention to increase the levels of activity, funding, and intensity of research and scholarship, and Goal 3 of the complementary Academic Plan 2023 also focuses on the acceleration of research at KPU. This commitment to growing KPU’s research capacity comes with an accompanying responsibility to ensure that research practices are evolving to meet the standards of the modern scholarly ecosystem. One area of significant paradigm shift involves new expectations around the management and accessibility of research data.

In March 2021, the joint federal granting agencies of Canada - 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 \(SSHRC\)](#), collectively called the Tri-Agencies - passed the [Tri-Agency Research Data Management Policy](#). The policy outlines the phased introduction of

new research data management (RDM) requirements affecting both institutions that administer Tri-Agency funding, and researchers receiving that funding.

The first element of the policy requires that “each postsecondary institution [...] eligible to administer CIHR, NSERC or SSHRC funds is required to create an institutional RDM strategy and notify the agencies when it has been completed.” The other two elements establish requirements for researchers to submit Data Management Plans (DMPs) and/or deposit their data in a data repository as a condition of certain funding opportunities.

The KPU Research Data Management Strategy (hereafter referred to as “the Strategy”) not only fulfills KPU’s obligation to the Tri-Agencies, it represents a broader institutional commitment to the adoption and promotion of good RDM practices as an important component of research excellence. By building RDM capacity, the university supports its researchers in meeting their own emerging RDM responsibilities.

Key Definitions

- **Research data**

Data that are used as primary sources to support technical or scientific enquiry, research, scholarship, or creative practice, and that are used as evidence in the research process and/or are commonly accepted in the research community as necessary to validate research findings and results. Research data may be experimental data, observational data, operational data, third party data, public sector data, monitoring data, processed data, or repurposed data. What is considered relevant research data is often highly contextual, and determining what counts as such should be guided by disciplinary norms.” (Tri-Agency Research Data Management Policy, “[Frequently Asked Questions](#)”, Government of Canada 2021)

- **Research data management (RDM)**

Data Management refers to the storage, access and preservation of data produced from a given investigation. Data management practices cover the entire lifecycle of the data, from planning the investigation to conducting it, and from backing up data as it is created and used to long term preservation of data deliverables after the research investigation has concluded. Specific activities and issues that fall within the category of data management include: file naming; data quality control and quality assurance; data access; data documentation; metadata creation and controlled vocabularies; data storage; data archiving and preservation; data sharing and reuse; data integrity; data security; data privacy; data rights; notebook protocols. (Research Data Management Terminology, “[Research Data Management](#)”, CODATA 2021)

- **Sensitive Data**

Information which must be protected against unauthorized access or disclosure due to its potential to cause harm to a person, organization, or entity. This includes personally identifiable information (such as name, ID numbers, education, health, genetic, financial, criminal, or location data; see [What is Personal Information](#) under the federal *Privacy Act*), confidential business information (such as trade secrets or intellectual property), and other forms of data that are provided in confidence (such as classified government information). Data sensitivity

exists on a spectrum, with varying levels of risk and impact depending on the context of its creation, use, and disclosure. Many kinds of data may become sensitive under certain conditions or in combination with other data.

Why Research Data Management?

In recent years, the concept of research data as a first-class output of research has gained considerable traction worldwide. As a corollary of this, the scholarly community is increasingly recognizing the importance of good data management to preserve these valuable outputs. Benefits of RDM include:

- improved transparency, accountability, and reproducibility of the research process
- protection of the Confidentiality, Integrity, and Availability of valuable research data to mitigate risk of loss, theft, or corruption
- acceleration of new discoveries through data sharing and reuse
- enhanced efficiency and ease in research workflows and collaboration throughout the entire research lifecycle

Funding agencies and scholarly publishers now also regularly suggest or require data management practices such as Data Availability Statements, data sharing, Data Management Plans (DMPs), and data deposit in repositories as a condition of funding or publication.

KPU acknowledges the value of research data as an important research output, and commits to supporting its faculty, staff, students, and partners in establishing good RDM protocols aligned with internationally accepted best practices and standards. Where such support does not yet exist, KPU recognizes the need to fill these gaps by developing or providing access to tools, services, infrastructure, and resources.

Government and community frameworks informing KPU's RDM Strategy include the [TCPS-2](#), [Tri-Agency Statement of Principles on Digital Data Management](#), [FAIR Guiding Principles for scientific data management and stewardship](#), [CARE Principles of Indigenous Data Governance](#), and the [First Nations Principles of OCAP](#)[®]. Indigenous ethical criteria as outlined in the [United Nations Declaration on the Rights of Indigenous Peoples](#) (UNDRIP) take precedence in matters related to Indigenous data. When working in Canada a [distinctions-based approach](#) to research with First Nations, Métis, and Inuit peoples of Canada is recommended by the [Declaration on Rights of Indigenous Peoples Act](#) (DRIPA).

Scope

The KPU RDM Strategy is a high-level guiding document designed to establish the university's priority areas for the development of RDM support over the next 2 to 3 years, from 2023 through 2025 or until a new KPU Strategic Plan is launched. Recommendations made by, and in response to, the Strategy apply to all research conducted under the auspices of the university, not only research funded by the Tri-Agencies; it represents an institution-wide effort to initiate a coordinated and cohesive approach to RDM at KPU.

The Strategy is not a policy detailing specific requirements and responsibilities, nor is it an implementation plan; putting its strategic priorities into action will require dedicated ongoing time, effort, and resources. The Strategy also does not represent an open data mandate. While KPU endorses the movement towards openness in science, government, and education, the degree to which data can

and should be made open is dictated by complex contextual factors such as ethics, privacy, legal, and cultural considerations. In this, the university will follow the approach of making data “as open as possible, as closed as necessary.”

Oversight and Review

The Strategy was initially drafted by the RDM Strategy Librarian under the supervision of the University Librarian and AVP Research and the guidance of the Institutional RDM Strategy Working Group, consisting of representatives from the Library, Office of Research Services, Research Ethics Board, IT, Information Security, Privacy Office, Teaching and Learning Commons, and faculty and staff researchers. Feedback was also solicited from the Senate Standing Committee on Research and Graduate Studies, the senior executive, faculty Research and Scholarship Committees, and the broader KPU community during a 3-week public consultation period in January 2023.

The Strategy will need to be periodically revisited and adapted as RDM services are established and best practices in the field evolve. To perform this necessary upkeep, an RDM implementation committee shall be formed in early Spring 2023, subsequent to publication of the first version of the Strategy, to collaborate on an action plan that sets concrete goals and timelines. The committee will meet regularly to review implementation efforts and update the Strategy.

Strategic Priorities

1. Institutional policy and governance

- a. **Responsibility:** Define clear and centralized responsibility for RDM within KPU.
 - i. Establish an RDM Strategy implementation committee with members from a cross-section of stakeholder units to develop an action plan, review efforts to implement the Strategy’s priorities, and update the Strategy on an ongoing basis.
- b. **Clarity:** Identify, make explicit, and/or create policies that address research data, and ensure the implications of these policies are widely understood within the research community.
 - i. Perform a full review of institutional policies that affect research data in order to determine if amendments or additions are needed.
- c. **Consistency:** Align new RDM practices and information resources with existing and future KPU policy and priorities.
 - i. Determine and secure necessary resources to provide RDM support for the increased research activity, funding, and impact of research mandated by goal C2 of the Vision 2023 Strategic Plan.
 - ii. Revisit the Strategy and RDM priorities and service offerings in response to the new Strategic and Academic Plans to be developed in the near future.

2. Awareness and education

Overall awareness of RDM and its value to different constituents needs to be significantly improved not only within KPU but nationwide. A key component of the implementation and utilization of RDM is the

provision of training and education both to researchers (faculty, staff, students, partners) and to institutional staff who will provide support for data management services (librarians, ORS, IT).

- a. **Train:** Invest in staff training and hiring for RDM expertise to increase support capacity.
- b. **Network:** Identify and build relationships with key 'data champions' within the research community to promote a culture of increased RDM knowledge and practice.
- c. **Leverage:** Capitalize on existing institutional groups and platforms to provide information and guidance on RDM best practices.
- d. **Consolidate:** Establish a central KPU RDM resource hub to coordinate cross-unit RDM support efforts.
- e. **Participate:** Get involved in national and international RDM initiatives, working groups, and communities to stay current with, and contribute to, the development of standards and practices.

3. Support for Researchers

To support the Academic Plan Goal of accelerating research at KPU, it is critical that the university provide access to the information and tools its faculty, staff, and student researchers need to navigate RDM requirements laid out by funders, publishers, ethics boards, and information security compliance standards. Allocating resources to ease the administrative burden of these new responsibilities on researchers demonstrates institutional commitment and encourages adoption of RDM practices, helping the community grow to appreciate the benefits to their own work.

- a. **Investigate:** Engage in dialogue with the research community to determine needed supports for all disciplines and types of research being conducted at KPU, including applied, course-based, student-conducted, Scholarship of Teaching and Learning, etc.
- b. **Create and Iterate:** Launch pilot projects aimed at providing KPU researchers with resources and services to help them meet internal and external requirements, including but not limited to:
 - i. *Data Management Plans (DMPs):* Provide tools and guidance for completing DMPs, such as templates and harmonization with REB applications
 - ii. *Data storage:* Facilitate access to storage options at all stages of the research lifecycle, over the short (active research), medium (dissemination), and long term (preservation or disposal).
 - iii. *Sensitive data:* Clarify responsibilities and solutions to comply with information security, privacy, and confidentiality needs where unauthorized access to data may result in harm to individuals or organizations.
 - iv. *FAIR data and metadata:* Where appropriate, assist researchers in enhancing data findability, accessibility, interoperability, and reusability for sharing and secondary use.
- c. **Collaborate:** Seek out opportunities to work with other institutions to pool RDM resources and take advantage of community expertise, tools, and shared services.
- d. **Celebrate:** Showcase exemplars of RDM adoption and its benefits within the KPU community.

4. Context-based approach

As a Polytechnic Special Purpose Teaching University, KPU's research profile is unique, and care must be taken to ensure any services developed address responsibilities and considerations relevant to our diverse researchers, partners, and communities.

- a. **Students:** As a teaching-focused postsecondary institution, ensure current RDM best practices are included in the education, training, and mentorship of student researchers.
- b. **Community:** Tailor RDM at the project level to the unique considerations for research and outreach initiatives within the regions KPU serves. Build public trust through responsible, transparent data stewardship practices.
- c. **Applied research:** Work with our industry, government, and nonprofit research partners to implement RDM protocols compatible with applicable legal requirements and contractual obligations.
- d. **Indigenous data sovereignty:** Where research involves Indigenous data, establish partnerships and work closely with the relevant Indigenous communities and advisory groups to ensure research data is managed in accordance with those communities' rights and preferences, and well as with [UNDRIP](#) and the [CARE Principles of Indigenous Data Governance](#). In Canada specifically, [DRIPA](#) and the [First Nations Principles of OCAP®](#) apply for research involving First Nations, Inuit, or Métis to support respectful research with these communities.

Contact

Questions, comments, and feedback about the Institutional Strategy should be directed to rdm@kpu.ca.

Appendix A: Relevant Policies and Legislation

- Internal
 - [VISION 2023 Strategic Plan](#) – Section C: Creativity
 - [Academic Plan 2023 - Research](#)
 - IM1 [Copyright Compliance](#) / [Procedure](#)
 - IM2 [Freedom of Information](#) / [Procedure](#)
 - IM3 [Information and Educational Technology Usage](#) / [Procedure](#)
 - IM4 [Confidentiality](#) / [Procedure](#)
 - IM7 [Management of Surveys](#) / [Procedure](#)
 - IM8 [Privacy](#) / [Procedure](#)
 - IM9 [Information Security](#) / [Procedure](#)
 - RS1 [Research Involving Human Participants](#) / [Procedure](#)
 - RS2 [Integrity in Research and Scholarship](#) / [Procedure](#)
 - RS3 [Indirect Costs of Research](#) / [Procedure](#)
 - RS4 [Administration and Control of Research and Special Funds](#) / [Procedure](#)
 - RS5 [Intellectual Property](#) / [Procedure](#)
 - [KPU-KFA Collective Agreement](#)
- External
 - [Tri-Agency Framework: Responsible Conduct of Research \(2021\)](#)

- [Tri-Agency Research Data Management Policy \(2021\)](#)
- [Tri-Agency Statement of Principles on Digital Data Management](#)
- [Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans – TCPS 2 \(2018\)](#)

Appendix B: Glossary

Applied research: Original investigation undertaken in order to acquire new knowledge. It is, however, directed primarily towards a specific, practical aim or objective. (OECD. (2015). “Glossary of terms”, in Frascati Manual 2015: Guidelines for Collecting and Reporting Data on Research and Experimental Development, OECD Publishing, Paris. <http://dx.doi.org/10.1787/9789264239012-17-en>)

Availability: Assurance that the systems responsible for delivering, storing and processing information, and the information itself, are accessible and usable when needed, by those who need them, to support business functions. A goal of information security is to ensure availability. (Government of British Columbia. “Availability.” *Information Security Glossary*. <https://www2.gov.bc.ca/gov/content/governments/services-for-government/information-management-technology/information-security/information-security-awareness/information-security-glossary>. Accessed 8 Dec. 2022.)

Confidentiality: Assurance that information is shared only among authorised persons or organisations. Breaches of confidentiality can occur when data is not handled in a manner adequate to safeguard the confidentiality of the information concerned. Such disclosure can take place by word of mouth, by printing, copying, e-mailing or creating documents and other data etc. The classification of the information should determine its confidentiality and hence the appropriate safeguards. (Government of British Columbia. “Confidentiality.” *Information Security Glossary*. <https://www2.gov.bc.ca/gov/content/governments/services-for-government/information-management-technology/information-security/information-security-awareness/information-security-glossary>. Accessed 8 Dec. 2022.)

Data Management Plan: A formal statement describing how research data will be managed and documented throughout a research project. Most DMPs contain the following core elements: metadata; policies for data access, sharing, re-use and redistribution; and plans for archiving preservation and destruction. (Sensitive Data Expert Group. (2020). *Sensitive Data Toolkit for Researchers Part 1: Glossary of Terms for Sensitive Data used for Research Purposes*. Zenodo. <https://doi.org/10.5281/zenodo.4088946>)

Data Repository: A place where researchers can submit their data to be stored and managed. Data repositories may have specific requirements regarding subject, research domain, format or data re-use. Others are open to receiving a broad variety of data. Materials in data repositories are ideally curated and stewarded to ensure they are authentic, discoverable, and appropriately accessible over the medium term. (Sensitive Data Expert Group. (2020). *Sensitive Data Toolkit for Researchers Part 1: Glossary of Terms for Sensitive Data used for Research Purposes*. Zenodo. <https://doi.org/10.5281/zenodo.4088946>)

Integrity: The characteristic of information being authentic, accurate and complete and the preservation of accuracy and completeness by protecting the information from unauthorized, unanticipated, or unintentional modification. The integrity of data is not only whether the data is 'correct', but whether it can be trusted and relied upon. (Government of British Columbia. “Integrity.” *Information Security Glossary*. <https://www2.gov.bc.ca/gov/content/governments/services-for-government/information-management-technology/information-security/information-security-awareness/information-security-glossary>. Accessed 8 Dec. 2022.)

SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Agenda Number: 7.1

Meeting Date: February 28, 2023

Presenter(s): Drs. Deepak Gupta, Mariana Gatzeva, and Dianne Symonds

AGENDA TITLE: GRADUATE STUDIES LISTENING TOUR CONSULTATION

ACTION REQUESTED: Discussion

RECOMMENDED RESOLUTION

N/A

COMMITTEE REPORT

For Secretariat Use Only

Context and Background (Heading 3)

The Graduate Studies Policy Working Group (GSPWG) is working on a report and recommendations, pertaining to creating an academic framework for graduate studies at KPU. The process involves consultation and soliciting synchronous as well as asynchronous input from different university areas and groups through a *Listening Tour*, a series of visits to Faculty Council meetings, Faculty General meetings, and various Faculty/Senate research and graduate studies committee meetings as well as through a Moodle site. We are requesting this item as a part of the Listening Tour, to consult and engage with the Senate Standing Committee on Research and Graduate Studies in a similar way.

Key Messages

1. Since Fall, using a three-phase approach as described in the President's Video message, the GSPWG is working on a report, including recommendations that tackle complex philosophical issues concerning graduate programs in KPU's context.
2. Consulting with SSCRGs for the purposes of this report is a natural progression of our work, given that graduate studies standards are part of the SSCRGs's mandate.
3. To that effect, SSCRGs's feedback is indispensable and will inform GSPWG's report and recommendations on graduate programs at KPU.

Resource Requirements

N/A

Implications/Risks

N/A

Consultations

1. Faculty of Health Faculty Council visit, May 20, 2022
2. Faculty of Educational Support and Development Faculty Council visit, May 24, 2022
3. Wilson School of Design Faculty Council visit, Jun. 6, 2022
4. Faculty of Arts Faculty Council visit, Jun. 24, 2022
5. Faculty of Health General Meeting visit plus break-out rooms discussion, Sep. 23, 2022
6. Faculty of Science and Horticulture Faculty Council visit, Oct. 18, 2022
7. Wilson School of Design Research and Graduate Studies Committee visit, Oct. 31, 2022
8. Visioning Graduate Studies at KPU: A Faculty of Arts Forum (through Arts Research Scholarship, and Creativity Committee/ Arts Research Network) break-out rooms, Nov. 30, 2022
9. Melville School of Business Graduate Program meeting, Dec. 13, 2022

Attachments

1. Listening Tour, PowerPoint slides
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Submitted by

Dr. Deepak S. Gupta, member, SSCRGs

Date submitted

Feb. 17, 2023

Listening Tour

Graduate Studies at KPU

February 2023



The Graduate Studies Policy Development Working Group

WHO WE ARE

Dr. Deepak Gupta,
Associate Vice
President for
Research,
Innovation, and
Graduate Studies

Dr. David Burns,
Associate Vice
President Academic

Zena Mitchell,
Associate Vice
President, Enrolment
Services and
Registrar

Dr. Greg Millard,
Dean Pro Tem,
Faculty of Arts

Dr. Paul Adams,
Faculty, Biology

Dr. Mariana Gatzeva,
Faculty Member,
Sociology

Dr. Dianne Symonds,
Faculty Member,
Bachelor of Science in
Nursing

Josephine Chan,
Special Assistant to
the Provost on
Policy and
Academic Affairs

A unique time in history

To shape innovative, unique, and differentiated graduate programs that:

- serve graduate students extraordinary well;
- address our communities' needs;
- build on our strengths (e.g. academic excellence); and
- fulfil our mandate and position as BC's only polytechnic university



We are listening:

- What questions do you want answered?
- What issues around graduate studies are important to you?
- What are the ways for individuals schools, faculties, and departments to discuss internally and provide consolidated input?

Some Sample Questions

- What kind of entry criteria do you think are appropriate for admission into a graduate school at KPU?
- How will we prepare and qualify faculty members to teach in graduate programs at KPU?
- How can we tell that the program curriculum and course content are at the graduate level?
- How do we ensure that KPU maintains its strengths in undergraduate studies while developing graduate programs?
- What kinds of student services are required to support graduate studies?

Post your comments on our website

Self enroll on our website at:

<https://community.moodle.kpu.ca/course/view.php?id=112>

1. Log onto this Moodle site as usual.
2. Select the course labelled KPU Grad Studies Consultation
3. On the right hand side you will see a button marked 'self enroll', select it and then 'enroll me' and you are automatically in.

You can read and comment on many of the topics we discussed today or create your own.

Thank you!

For further information or feedback, please contact us at:
graduatestudies@kpu.ca

Some helpful resources

- Dr. Alan Davis recently discussed graduate programs at KPU. Here is the link to that short inspirational video: https://youtu.be/UsX_1dtsmvM
- Academic Plan Goal 9: <https://www.kpu.ca/vp-academic/academic-plan-2023/graduate-studies>
- Check out the KPU Graduate Programs Consultations Moodle site, which will have information and opportunities to comment, ask questions, complete surveys etc.

SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

Agenda Number: 7.2

Meeting Date: February 28, 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

On January 10 & 31, 2023, Daniel Bernstein led a discussion about developing a template for collecting information about undergraduate research opportunities to inform the White Paper on research. The committee decided to task itself with developing a template that can shape the development and reporting of undergraduate research plans. The committee discussed some ideas on how to structure this template, and decided to discuss it again at the next meeting on February 28, 2023."

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

N/A

Submitted by

Sonia Banwait, Administrative Assistant, University Senate

Date submitted

February 16, 2023