



SENATE STANDING COMMITTEE ON RESEARCH AND GRADUATE STUDIES

MINUTES OF REGULAR MEETING

Thursday, May 15, 2020

2:00 p.m. - 4:00 p.m.

MS Teams

| Voting Members Quorum 7 | | Ex Officio Non-voting |
|---|---|--|
| Daniel Bernstein (Chair) Deepak Gupta Deborah Henderson Rajiv Jhangiani Philomena Kaan Victor Martinez | Karen Meijer-Kline Paul Ohler Mandeep Pannu Diane Purvey Sundeep Varaich Elizabeth Worobec | David Burns |
| | | Ex Officio Voting |
| | | |
| Regrets: | Senate Office | Guests: |
| Alan Davis Wei Li | Meredith Laird | Farhad Dastur Adam Jaffer Simran Kang Parm Marar Candice Gartry Karissa Wall James Watkins Cathy Parlee |

1. Call to Order

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

2. Approval of Agenda

The Chair suggested that item 8.1 immediately follow item 6.

Deepak Gupta moved the agenda be confirmed as amended.

The motion carried.

3. Approval of Minutes, April 9, 2020

Diane Purvey moved the minutes be accepted as presented.

The motion carried.

4. Chair's Report

No report.

5. Associate Vice President, Research Report

The committee received the written report. Deepak Gupta highlighted that the Research Ethics Board is seeking qualified applicants. A grant application made to the Mental Health Commission of

Canada was successful and KPU is now in receipt of a small grant from the federal agency. He informed the committee that the University is currently exploring what the return to campus guidance will look like for researchers. The Province has a phased approach which dovetails with health agency guidance, so the Office of Research Services is developing more specific protocols for researchers, and is willing to work with anyone who needs to restart operations. ORS is planning to provide training to researchers, participants, and researchers as required. Diane Purvey confirmed for the committee that approximately 10 honours students had been admitted to each of the Criminology and Psychology departments.

Deepak Gupta asked if the committee was interested in asking the REB to work more closely with SSCRGs and Senate with the goal of having oversight by the University's system of academic governance, especially as it relates to animal research and ORS.

6. Chair, Research Ethics Board Report

Farhad Dastur stated that the REB will begin to provide a standing report to this committee. He shared that UBC has a phased lifting of their shutdown and Deepak Gupta will be leading the phased resumption for KPU in alignment with provincial guidelines. There is currently a proposal to create a position for a Vice-Chair for REB so that the Chair or Vice-Chair would attend each meeting of SSCRGs. Applications for Covid-19 research projects will be given a one-week turnaround from submission to response. REB has received and approved two submissions on this track. REB is seeking new members knowledgeable in research and one knowledgeable in law. The committee discussed time release support for the faculty members participating on the committee, and agreed that the current arrangement is fair and adequate.

7. Items for Discussion

7.1. KPU Student Satisfaction Survey

Karissa Wall, of the Office of Planning and Accountability, gave a presentation about the Student Satisfaction Survey and focused on the results related to Research and Graduate Studies. She noted that her colleague, James Watkins, had prepared the report and thanked him for his efforts. She highlighted the high number of respondents in this survey and described the demographics of respondents. She asked for feedback about how to put this information to use and responded to questions from the committee.

The committee discussed that including a definition of research early in the survey in future versions of this survey might assist in ensuring the respondents understand the question and are referring to the same items that are understood by the committee. Karissa Wall confirmed that her group would be sharing information about the survey results to the broader KPU community. She informed the committee that the report included in this agenda may be shared broadly.

Action: Diane Purvey will confirm the possibility of inviting Karissa Wall to present at the Deans' Council.

7.2. Finance and Risk Management Operations related to Research

Adam Jaffer, of Organizational Risk, described that his team supports researchers with insurance, contracts, and indemnity. He invited feedback from the committee as his team works to eliminate barriers. Committee members discussed how the turnover of employees in Finance makes it difficult to establish a working relationship, that the desired relationship would be that of a mentor rather than a judge, the submissions for Engage items are time-consuming, and that questions about equipment, space, and staff may be too basic. The committee discussed at what stage in the process it is determined that the Operational Risk team should be consulted, and that a one-stop shop would be helpful. Streamlining the process and coordinating the requirements that seem to change regularly are other requests. Other suggestions from the committee included the idea of a work-flow process comparable to course outline submissions, and a guaranteed turn-around time for the various reviews.

Deepak Gupta confirmed that Finance is part of the ORS review process. He shared that systems and processes are built over time, bricks and mortar work, tools, checklists, templates that are needed for optimal functioning, and this is currently a deficit in institutional capability. An adequately-funded and staffed ORS could be a bridge between academic and institutional divisions within the university. He informed the committee that there was an increase in budget through the Senate processes this year which has resulted in some improvement. Additional resources would be required to meet the additional requests. His team has looked into the use of consultants who might create some of the necessary documents and workflows, but noted that the support for ongoing process improvement would not exist.

The committee discussed concerns with payroll services for casual service contract employees, such as the lack of benefits, and the difficulties this creates with employee retention.

Candice Gartry shared that she is working with Deepak Gupta to have someone senior in ORS work with their team to establish systems and the infrastructure moving forward. She will gladly work towards streamlining the budget process.

Deepak thanked Candice and Adam for their efforts over the past year and noted that they were both researchers and understand well the issues and concerns of the committee.

7.3. SSHRC Institutional Grant

Deepak Gupta shared that KPU has received a small SSHRC institutional grant. Stephanie Chu wrote the application in late 2018 with an eye to very targeted funding. Deepak Gupta is seeking people willing to serve on a review committee to award and administer the money.

The committee discussed how small amounts of funding can be used as start-up or seed money for small research projects which faculty can then use to apply for larger grants, whether there would be a single, large competition for the fund, or an ongoing annual competition, and the cost to administer competitions.

Action: Deepak Gupta will send out a communication to Deans Council to invite Associate Deans to populate this review committee.

7.4. Data Repository Acquisition or Hosting

No discussion.

8. Items for Information

8.1. Research Ethics Board and Videoconferencing Platforms

Farhad Dastur informed the committee that the Research Ethics Board would not accept applications that plan to use Zoom as their videoconferencing platform and provided alternative platforms that are acceptable. He answered questions of the committee.

9. Adjournment

The meeting adjourned at 3:26 p.m.