RESEARCH ADVISORY COUNCIL AGENDA
Sept. 19, 2024 | 1:30 pm – 3:30 pm | Teams

Welcome and Introductions

	1.	**Items for Adoption**
1:35	**1.1**	**Agenda: Sept. 19, 2024**
1:38	**1.2**	**Minutes: May 09, 2024**
	2.	**Business**
1:40	**2.1**	**Election of Chair**
	3.	**Discussion**
1:50	**2.1**	**RAC Mixer – Gillian Hatfield**
2:00	**2.2**	**ROSA increase request update – Garry Fehr**
2:10	**2.3**	**Library resources for researchers – Martin Warkentin**
2:25	**2.4**	**New BERRI Lab – Lauren Erland**
	4.	**Information Items**
2:40	**4.1**	**New Animal Care Committee form – Gillian Hatfield**
2:45	**4.2**	**Tangram Journal update - Martin Warkentin**
2:50	**4.2**	**Research Office report – see attached**
	4.3	**Human Research Ethics Board report – see attached**
	4.4	**Teaching and Learning Advisory Council report – no report**
3:00	**4.5**	**Senate Research Committee report – no report**
	5.	**Roundtable Discussion (time permitting)**
	6.	**Adjournment:**
		6.1 Next meeting: November 14, 2024, 1:30 pm to 3:30 pm

Please see the [Research Office website](#) for more information on events and funding opportunities.

RESEARCH ADVISORY COUNCIL AGENDA
May 09, 2024 | 1:30 pm – 3:30 pm | Teams

Present: Shawn Geniole, Amanda McCormick, Noah Schwartz, Cynthia Thomson, Opeyemi Adesinda, Masud Khawaja, Rita Dhungel, Trevor Beugeling, Martin Warkentin, Gillian Hatfield, Irwin Cohen, Shelley Canning, Jacob Spooner, Cindy Jardine, Garry Fehr, Ash Lalani, Victoria Surtees

Recorder: Jasleen Rakkar

Regrets: Paul Fontaine, Christine Elsey, Albert Kim, Mariano Mapili, Sandra Gillespie, Luisa Giles, Barnabe Assogba, Karun Karki, Lenore Newman, Satwinder Bains, Martha Dow, Jon Thomas, Keith Carlson, Anastasia Anderson, Geetanjali Gill, Olav Lian, Lauren Erland, Michael Hitch, Allyson Jule, Tetsuomi Anzai, Lara Duke, Chris Schinckus, Michael Hitch, Teresa Kisilevich

Welcome and Introductions

1. **Items for Adoption**

   1.1 Agenda: May 09, 2024
   MOTION: THAT the agenda for the May 09, 2024, RAC meeting be approved as presented.
   Shelley Canning, Cynthia Thomson   CARRIED

   1.2 Minutes: March 14, 2024
   MOTION: THAT the minutes from the March 14, 2024, RAC meeting be approved as presented.
   Irwin Cohen, Noah Schwartz   CARRIED

2. **Discussion**
   2.1 ROSA Increase Request – Cynthia Thompson
   - Cynthia put forward a request for an increase in ROSAs available to faculty.
   - Given the increase in the number of faculty at UFV conducting research, as well as the requirement of research for rank and tenure it has been suggested that RAC advocate for additional ROSAs
   - MOTION: THAT the committee support a request to increase ROSAS available to faculty.
     Cynthia Thomson   CARRIED
   - Gillian Hatfield will prepare a memo request to the Provost on behalf of the committee.

3. **Business**

4. **Information Items**
   4.1 Research Mixer Update – Gillian Hatfield
   - Research Mixer will take place Tues. Sep. 17th 2024 from 12:00 – 2:00 pm
   4.2 Research Successes – Garry Fehr
   - UFV has been awarded over 3 million in recent grant funding from several projects.

- See table with current projects and awarded grants in agenda package.

4.3 Research Office report – see attached in agenda package
- There will be a second [SSHRC Explore](#) competition.
  - Two awards available for up to $4500 each
  - Deadline: Monday, June 3rd, 2024, 11:59 pm
- Ash can provide guidance on writing letters of support. Please reach out if you require assistance.

4.4 Human Research Ethics Board report – no report

4.5 Teaching and Learning Advisory Council report - no report

4.6 Senate Research Committee report - see attached in agenda package

5. **Roundtable Discussion (time permitting)**
   5.1
   - Shawn Geniole inquired as to whether there are any alternative ways, besides ROSAS, that researchers may be assigned more time to conduct research.
     - Garry Fehr advised that changes relating to workload likely must go through Collective Agreement Bargaining or possibly the Dean.
     - Shelley Canning suggested in the future we may adopt the dual stream appointment model held by larger institutions in which research and teaching activities are divided equally
   5.2
   - Victoria Surtees shared that ConnectED 2024 – Teaching and Learning Conference was a success.
     - The event had a great turnout and there are several SOTL projects underway

6. **Adjournment: 2:07 pm**
   6.1 Next meeting: September 19, 2024, 1:30 pm to 3:30 pm
   Motion: Noah Schwartz

Please see the [Research Office website](#) for more information on events and funding opportunities.

Office of Research Services RAC
Report | September 19, 2024

- The Faculty Student Research and Scholarly Activity Fund deadline was September 16, 2024. Adjudication will be taking place over the next few weeks and applicants will be informed of the decisions by the end of September with a funding start date of October 1, 2024.

- One Council on Library and Information Resources (CLIR) grant was submitted and funded. The applicant was from the research centre SASI and the amount funded was $299,995 for two years.

- One Canadian Institutes of Health Research (CIHR) Project Grant was submitted in Spring 2024 and was successfully funded for three years for a total of $504,900. The applicant is from the Faculty of Health Sciences and was informed in July 2024.

- One SSHRC Partnership Engage Grant that was submitted on May 22 was successfully funded for $24,997 (max funding is 25K) for one year. The applicant was from the School of Business.

- One NRC grant was submitted from the Faculty of Science and it was successfully funded for $8,000 and results came out in June 2024.

- One NSERC Alliance International grant was submitted from Chemistry and it was successfully funded.

- One Public Safety Canada SAR NIF grant was submitted and successfully funded. The applicant was from the School of Business.

- One MSHR REACH Award was submitted on May 21, 2024, the applicant was from Kinesiology and should be informed in the next month regarding results.

- Two MSHR Convening and Collaborating grants were submitted on May 21, 2024, the applicants were from the Faculty of Health Sciences and Nursing and they should be informed in the next month regarding results.

- One NSERC Alliance Catalyst grant from Science was submitted on August 27, 2024. The results will be out in next few months.

- One CIHR Project grant and one CIHR catalyst grant were submitted September 11 and 12. The applicant was from the Faculty of Health Sciences.

- ROSA applications are due on October 31, 2024 with no late exceptions unless you are applying for a NSERC Discovery Grant due November 1, 2024. In this case, those

- applicants have an extra week to complete the ROSA due to the closeness with the external NSERC Discovery Grant deadline.,

- The NSERC Discovery Grant portal is now open for the full application submission due November 1, 2024. Please note that **only** applicants that applied for the NOI on August 1, 2024 and submitted it are eligible to submit a full application due November 1, 2024. Please note the research office at UFV completes the submission. There are 15 UFV applicant that submitted a NOI to NSERC on August 1.

- Two NSERC Lab2Market Grants were submitted where UFV was a co-applicant institution on the applications. Both applications were successful and asked to move forward to the full application which was due on September 9, 2024. The co-applicants are from the research centres EFCIE and FAI respectively.

- One NSERC Promoscience (outreach) grant was submitted on September 16, 2024.

- Three SSHRC Connection Grants are planning to submit for the November 1, 2024 deadline.

- Several SSHRC Insight Grant applications will be submitted on October 1, 2024.

- One SSHRC Partnership Engage Grant application will be submitted on December 15, 2024.

- The Office of Research Services at UFV is hiring a grant facilitator to assist with the increase in proposals that our office has been experiencing for the past two years. If you know of any candidates that may be a good fit, kindly see the job posting on the UFV job posting website for requirements and applicant submission process to HR. The posting closes on September 22, 2024.

- **Reminder:** The Government of Canada has come out with a policy relating to Sensitive Technology and Research Affiliations of Concern (STRAC) in order for researchers and university administrators to understand best practices to identify and mitigate research security threats, pursue and maintain safe research partnerships, maintain institutional reputation of a safe research organization and protect valuable research, data or potentially patentable property.
Please contact Ash Lalani at ash.lalani@ufv.ca if you wish to discuss your own research security concerns relating to your proposed research topic or a foreign partner.

- **Reminder:** Mitacs programs are a great way to work with an external partner and also provide your students will valuable training skills. Mitacs programs do require a 50% match from an external partner which they will then match. A list of possible projects/partners will be advertised in the next research newsletter. More information about Mitacs programs can be found here: https://www.mitacs.ca/discover-students/

- **Reminder:** Mitacs also has an Indigenous Pathways Stream which allows for a smaller contribution of 25% from the partner for applications that have an Indigenous partner organization and/or an intern who is Indigenous. Further information can be found here: https://www.mitacs.ca/about/indigenous-pathways/

- **Reminder:** All research grants and contracts must go through our office for a review regardless of who completes the submission to the agency. Please ensure that you are noting the appropriate overhead/indirect costs on the overhead waiver form which can be found online. As per university policy, our overhead rate is 25% unless the funder waives the rate or has a reduction of that rate noted on their website or in their instructions. For most (but not all) Tri-Agency grants there is no overhead. If you have any questions, please contact Ash Lalani.

- **Reminder:** If any faculty members are working on any grants/contract (Tri-Agency or other funding organizations) please contact the Director, Research Services and Industry Engagement, Ash Lalani ash.lalani@ufv.ca ASAP to help review your application and provide guidance on next steps, review, submission process etc. We have an internal process for **at least 14 business days prior to the deadline date**. This also includes those working as co-applicants with other institutions that may require a letter of support.

- **Reminder:** The Research Office and Library at UFV are currently working on some consolidated information to help researchers with their research data management plans (RDM plans). **Currently there are only selected programs that require a RDM plan that would need to be completed prior to submission. These programs are outlined in the attached.** For further information regarding UFV Data Management information please visit https://libguides.ufv.ca/c.php?g=702119&p=4989868

- **Reminder:** major grant holders may be eligible to receive one teaching release if they are the Primary Investigator (PI) for **a major grant from only select NSERC, SSHRC, and CIHR grants**. Please see specifically point #1 on our major grant holders website for the changes. Co-principal investigators and co-applicants are not eligible due to lack of funds our office has at this time. This information is noted on our website.

- **Reminder**: regarding major grant holder releases, the releases are eligible for the duration of the grant (# of years total) but they are not applicable to extension years taken after the term of the grant. For example: You hold a Tri-Agency grant as the principal investigator for three years total, you are eligible to apply for a release for each year. If you decide that you will opt for the extension (providing the grant allows for it) then you would not be eligible for a release in the extension year. This information is noted on our website.

- **Reminder:** about NSERC Alliance Grants if you are going to be working on a NSERC Alliance grant, please ensure that you check in with the Director, Research Services & Industry Engagement to discuss if there are any partnership/security risk concerns. NSERC Alliance grants have a rolling deadline unless specified as a special call with a hard deadline.

- **Reminder:** the next SSHRC Connection grant competition will be held on November 1, 2024 as this is a grant that has 4 application intakes per year (February, May, August and November).

HREB Report

The application for **course designations** has been replaced with an application for course-based research projects. There are some significant changes to be aware of but most requirements will remain the same.

- Courses now only receive approval for one year but may be renewed up to 6 times with a simple renewal form.
- They will all expire on August 31 regardless of when the initial application was approved.
- Research completed in courses may now be presented to the community partner that was involved in the research.
- The course-based consent template must be used.
- The form has been made simpler and new applications no longer require full board review.

Please review the course-based project guidelines for more information.

There is **one vacancy on the HREB**. This is a three year renewable term. We are looking for an HREB member with expertise in relevant research disciplines, fields, and methodologies covered by the HREB, however at this time expertise from faculty in Psychology or Philosophy is an asset. The deadline to apply is September 23, 2024.

There have been changes surrounding the information that needs to be collected when giving **gift cards** to participants. Previously, we needed to collect names and signatures. We now also have to collect social insurance numbers for **any** gift cards awarded and give this information to Finance. Please reach out to Finance if you have questions.

University of the Fraser Valley Animal Care Committee
Exceptions to ACC Review Form

Shaded boxes are for ACC use only

Reference Number:	Review Date:	Review Decision:
Click or tap here to enter text.	Click or tap to enter a date.	☐ Does not require ACC review ☐ Requires ACC review (an AUP must be submitted)

Section 1	***Project Information***

Title	Click or tap here to enter text.
Type of Project	☐ **Research** ☐ **Teaching**
Anticipated Start Date	Click or tap to enter a date.
Anticipated End Date	Click or tap to enter a date.

Section 2	***Principal Investigator/Contact Person***

Last Name	Click or tap here to enter text.	First Name	Click or tap here to enter text.
Department	Click or tap here to enter text.	Institutional email	Click or tap here to enter text.
Office phone (extension)	Click or tap here to enter text.	Emergency contact phone	Click or tap here to enter text.

Section 3	***Category A Animal Use***

Category A animal use pertains to undisturbed or unaltered observation of live animals, research or teaching involving the use of invertebrates, live isolates, or use of animal-derived tissues or cadavers. These types of animal use do not require an animal use protocol that the ACC reviews and approves, but the ACC requires this type of animal use to be documented with the Research and Graduate Studies office.

3A)

Does this work involve animals that will only be observed in formal teaching and in research, that are not being held captive for these purposes, and where there is no contact or interference with or modification of their environment or behaviour. If yes, describe the work and indicate the species involved. Examples include use of motion-activated cameras or video recorders to observe wild species, bird counting (without use of recorded bird vocalizations), class tours of private animal facility.

☐ Yes (describe below)   ☐ No

Click or tap here to enter text.

3B)

Does this work involve procedures on non-cephalopod invertebrates? If yes, describe the work and indicate the species involved. Examples include protozoa, insects, worms, clams, crabs, crayfish, snails, coral, sponges, and starfish.

☒ Yes (describe below and describe the potential risk for unintentional capture of vertebrate species)
☐ No

Click or tap here to enter text.

3C) Does this work involve the use of eggs, embryos, chicken embryos at less than 2/3 incubation, commercially produced cell lines, and/or larvae in research, teaching, or testing (except fish and amphibian larvae that have reached a stage where survival can reasonably be expected)? If yes, describe the work and indicate the species involved and complete section 3E.

☐ Yes (describe below) ☐ No

Click or tap here to enter text.

3D) Does this work involve animal-derived tissues or cadavers? This includes the use of animals killed during established industry or commercial practices and animal tissues shared from other approved protocols, or animals found dead in the wild. If yes, describe the work and indicate the species, tissue type, and source of tissue and complete section 3E.

☐ Yes (describe below) ☐ No

Click or tap here to enter text.

3E) If you answered "Yes" to 3C or 3D:

☐ I certify that I will obtain any required internal permits (e.g., infectious/biohazardous agents, radioactive isotopes, chemicals/drugs) and will follow all applicable guidelines and policies related to the safe handling and disposal of hazardous agents.

Section 4	*Other Animal Activities*

This pertains to **live animal** use that falls outside of CCAC's mandate and does not require an Animal Use Protocol (AUP). These animal-based activities can include demonstrations, exhibits, special events, camps, or student clubs.

If your activity involves animals and does **not** use them for research, teaching, or testing, please complete the Event Application here: https://itservicedesk.ufv.ca/TDClient/229/Safety-Security-Portal/Requests/ServiceDet?ID=1513. This will be reviewed by Safety and Security, and they will determine the next steps.

_____

Please submit this completed form to acc@ufv.ca. **IMPORTANT!** If you do not receive a reply from the Animal Care Committee Coordinator within 7 business days following submission of this form, please email RGS@ufv.ca.

YOUR ACTIVITY ASSESSMENT IS VALID FOR <u>ONE YEAR</u> FROM THE DATE OF ACKNOWLEDGMENT.
IF THE ACTIVITY CHANGES, OR IF YOUR PROJECT WILL CONTINUE BEYOND A YEAR*, THE ACC MUST BE NOTIFIED IN ORDER TO RE-EVALUATE THE APPLICATION.

* A three-year approval may be given for teaching programs that fall under category A and run regularly as part of the curriculum without changes. The ACC will evaluate these on a case-by-case basis.

Call for Papers

Tangram

Our Mission

To help facilitate conversation between and among students and faculty about issues they care about. The journal will serve as a training ground and intellectual hive of activity for all of the publics that the university serves, early career researchers, students and faculty working through new ideas and approaches. The journal will offer book reviews, articles, research notes, working papers, essays, and opinion pieces.

Aim and Scope
- Promote research within and outside of UFV
- Foster interdisciplinary knowledge creation and sharing
- Encourage research from various groups at different stages

What can be Submitted
- Research articles
- Research notes
- Working papers
- Essays
- Opinion pieces
- Book reviews

Who can Submit?
- Students
- Alumni
- Early career researchers
- Faculty members

When to Submit?
- Twice an academic year

Where to Submit?
- Email: tangram@ufv.ca

Submission Guidelines

Work should be original submissions not under consideration elsewhere. To facilitate anonymous review, the names and affiliations of all authors should appear only on the title page.

Please consider the following guidelines when submitting a manuscript for review:
- As a Word document and in English
- Full names, titles, and affiliations of all authors (in order of authorship)
- The email address, postal address, telephone number, and fax number of the corresponding author
- A brief abstract (50 words) and three to six keywords (to be used for indexing)
- The type of article included

Formatting requirements:
- Margins should be 1 inch on all sides
- Single-space all text, and use full line breaks between paragraphs
- Use 12-point Times New Roman font
- Please do not use Styles for document formatting
- Citation format according to your field's standards

Email to submit: tangram@ufv.ca

UNIVERSITY OF THE FRASER VALLEY