

**MINUTES OF MEETING #5 (2008 - 2009) OF THE
SENATE RESEARCH AND SCHOLARSHIP POLICY COMMITTEE
HELD ON WEDNESDAY, MARCH 11th, 2009 AT 1:30PM - 3:00PM
IN MC D350-L**

PRESENT: Professor Gary Pickering (Chair), Ms. Melissa Barnard, Professor Sandra Bosacki, Dean Ian Brindle, Mr. Robert Eagle, Ms. Margaret Grove, Professor Tamara El-Hoss (Vice-Chair), Professor Tim O'Connell, Professor Tom O'Neill, Professor Bulent Menguc, Professor Lynn Rempel, Dean Marilyn Rose, Professor Matthew Royal, Professor Angus Smith, Dr. Liette Vasseur, Ms. Judy Maiden (Recorder)

REGRETS: Dr. Terry Boak, Mr. Hassan Khalid, Professor John Sivell

Introductions / Welcome

1. Approval of Agenda

MOVED (Brindle/El-Hoss)

THAT the agenda be accepted as circulated.

CARRIED

2. Approval of Minutes of Previous Meeting

MOVED (Barnard/Eagle)

THAT the minutes of the #4 (2008 - 2009) Senate Research & Scholarship Policy Committee held on February 4th, 2009 be approved as circulated.

CARRIED

3. Business Arising

- i. Follow up on the proposed Niagara Community Observatory (Pickering)

Had been recommended to Senate for approval for a probationary term of three years as proposed with three provisos; 1) Observatory will be governed by the pertinent Brock rules and regulations for institutes (although the NCO title is fine to use; 2) Reporting to VP Research, not VP Academic; 3) The language be

strengthened regarding the Institute's interest in engaging and supporting graduate students where possible.

Professor Pickering had reviewed the amended proposal and on two occasions he was bumped from the Senate docket. Professor O'Neill requested to have this expedited.

Dr. Vasseur mentioned Professor Siegel has planned an event in regard to the observatory on March 24th. At this event he will explain to those in attendance that the observatory is in the process of being approved.

4. Reports from sub-committees

i Profile Raising

(O'Neill)

While looking at the researcher database certain things were discovered; it does not recognize apostrophes; it seems to be targeted at media; graduate students may be able to use it to find advisors; the key terms order is odd; it is Google searchable. It was thought this database could be featured more prominently on the website. There seem to be glitches, but it could be powerful once it is running. General discussion around database ensued.

Budget cuts were discussed and concern was expressed on how these will affect raising our profile activities.

The Office of Research Services has been officially renamed '*Brock Research*' and this will roll out with the new website and imaging of the university and will showcase a new look. Mr. Eagle has a weekly e-bulletin on granting opportunities sent to a target audience and will add the committee to the e-list.

Representatives from Brock Research are going to Ontario Centres of Excellence - OCE Discovery 2009 in May. A double booth will be set up to roll out the New Brock. One end of the booth will showcase CCOVI and the other the War of 1812 through Digital Humanities. The middle section will feature other ways to draw people in. No expense is being spared as 1500 – 1700 people are expected to be in attendance and this is a good place to showcase innovation to a captive audience. Dean Rose and nine graduate students plan to attend as well.

A new committee was formed which has not met yet and the Terms of Reference (TOR) will come out soon. This committee will meet 4 – 6 times per year to work with people on how we can relate to the faculties so we are aware of their needs. They will also look at the upgrading of the database, and mentoring programs – to get research across. This had been done at York University and was very effective.

The magazine NEXT will be changed and sent out on a regular basis through hard copy and electronically. It is not a practical size and will be shrunk to make it easier to read and mail.

We are looking at putting in a bid for the Humanities Congress for 2014.

ii Policies and Procedures (Brindle)

Met and set an agenda and will have another meeting to discuss Intellectual Property policies shortly.

iii Finance (Menguc)

No report

5. New Business

i. Review of Centres/Institutes (Pickering)

Professor Pickering stated that according the university policies governing research units, a review of existing research Centres and Institutes should be undertaken.

ACTION Professor Pickering and Ms. Maiden will identify centres and institutes which need to be reviewed, as their terms are set to expire or have expired. Professor Pickering has begun to draft a letter to send to the Directors. This entire process may take several months, but should be started this year.

ii. Chancellor Chair and Distinguished Research process (Vasseur)

Dr. Vasseur is revising the Chancellor Chair for Research Excellence and the Distinguished Research and Creative Activity Nomination Guidelines and Award Conditions. She feels the adjudication process has been confusing and there has not been much transparency on how people are appointed. Who is to be appointed to the committee will change. Equal representation from each faculty needs to be ensured. A representative from each faculty is appropriate, a Dean, Associate Dean or the Dean's designate. Currently the Chancellor Chair applications are sent to three external reviewers, but they could be sent to Canada Research Chair's (CRC's) outside of the university as this could increase the objectivity. We want this process to be straight forward and to have high standards met. Our CRCs could help with this selection. We currently have ten CRC's and numerous Chancellor Chairs and we can invite them to help in the selection as they are not in conflict of interest at this point. Once Dr. Vasseur has revised the above documents it was agreed they should go to Senate for information only.

iii. Travel & Field Safety Policy (Pickering)

The draft of the policy was received late last week. Significant changes were made from an earlier version. Dr. Finn would like approval and input from us and is not sure where this policy should go afterward. He wanted to speak to the policy at today's meeting, but Professor Pickering wished to give the committee a chance to review, discuss and formulate input and identify and concerns prior to his address. Once we have had a chance to review we will provide feedback.

Professor O'Neill had seen an earlier version of this policy and still has a concern about risk in Appendix 1. He believes deciding what is manageable and not manageable should be looked at, although he doesn't want the decision making process to stall because of it. He only wants to allow collaborative processes and would like to see this added. Professor Pickering asked for the appendices, but was told they are in the final stages of draft and were not available for the meeting. Concern was expressed about how many pages need to be completed every time people go off-campus to do research. There was concern that with this policy, much research may not be permitted. An easier process needs to be in place for filling out the forms and there has to be better ways to manage risk assessment. The volume of work can not be too onerous. We do not want to have a preponderance of trivial issues to clog up the system. It was mentioned that if there is a liability issue there is a provision to have the researcher sign off if there is risk.

Professor Vasseur noted most universities have these policies and there have been lawsuits in the past. The University of Guelph had an incident a few years ago. It may be good to separate international research from national as the risk is not the same. The issue is related to liability for the university. CURIE has seen numerous cases and they are pushing universities to fill out these forms in regard to field work and international trips. Need to activate the policy when we know that someone is going out of the country. It is needed to have better guidelines and balance. If insurance says no, the onus is on the researcher. Architecture needs to be elaborated more in this policy. How to balance this process is important and the document does approach this in the draft policy.

Researchers do not want to be told what they can or can not do. If they choose to go to a conference in Israel they are assuming the risks involved. What is the definition of high risk activity? It was noted risk management is a large topic and it is easy to get carried away with it. The various activities need to be separated; attending a conference is not the same as doing field work.

ACTION Professor Pickering will ask Dr. Greg Finn or Ms. Val Wolfe to address the concerns of the committee at the meeting in May

ACTION Professor Pickering will ask Dr. Finn to send the draft of appendices to Ms. Maiden for circulation to the committee

6. Updates and Information Items

- i. Follow up on the Senate discussion to abolish 3 yr degrees (Pickering)

Dr. Boak was to address Senate regarding the above, but it has not come to Senate yet. This committee will provide feedback once we see what is proposed.

- ii. Conflict of Interest in Research Policy (Vasseur)

Brock Research is currently undergoing two audits. The first is being conducted by Deloitte and the second by the Tri-council.

The University does not currently have a Conflict of Interest in Research Policy. There is only a general university policy for Conflict of Interest. In order to be in compliance with the Tri-council MOU, this policy should have been on the university website by January 2009. Dr. Vasseur has created a draft of the policy, but it will need to come before the committee for input prior to going to Senate for approval.

In the current Conflict of Interest Policy; graduate students can teach courses, but it was asked if we want them to do this. How can parameters be put around this, so there isn't a conflict of interest here? The Conflict of Interest Policy for the Board of Trustees is being reviewed as well.

7. Other Business

Date of Next Meetings:

Wednesday, May 6th - 1:30pm – 3:00pm
Wednesday, June 3rd - 1:30pm – 3:00pm

The above meeting will be held in the Research Services/Graduate Studies Boardroom (MC D350-L).

8. Adjournment (Vasseur/O'Neill)

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 2:45pm