

**MINUTES OF MEETING #9 (2006 - 2007) OF THE
SENATE RESEARCH AND SCHOLARSHIP POLICY COMMITTEE
HELD ON MONDAY, JUNE 11th, 2007 AT 10:00AM - 11:30AM
IN MC D350-L**

PRESENT Dr. Barry Wright (Chair), Dr. Terry Boak, Dr. Sandra Bosacki, Dr. Tamara El Hoss, Dr. Jim Kerr, Dr. Bozidar Mitrovic (Vice-Chair), Dr. Michael Owen, Dr. Marilyn Rose, Dr. Linda Rose-Krasnor, Ms. Judy Maiden (Recorder)

REGRETS Ms. Frances Chandler, Dr. Patricia Debly, Ms. Michelle Green, Ms. Pam Jacobs, Dr. Bulent Menguc, Dr. Stan Sadava, Dr. David Siegel

ARRIVED AFTER MEETING START Dr. Lynn Rempel

Introductions / Welcome (Barry Wright)

1. Approval of Agenda

MOVED (Rose-Krasnor/El Hoss) to accept the agenda as circulated.

CARRIED

2. Approval of Minutes of Previous Meeting

MOVED (Bosacki/El Hoss) to accept the minutes as circulated.

CARRIED

3. Business Arising
Sub-committee reports

a.1 Best Practices (Sandra Bosacki)

See attached report (R & S Policy Best Practices Sub-Committee)

Work has continued on the three main SMART goals.

- i. SMART Goal one (1): On June 7th and June 11th two Social Sciences and Humanities Research Council (SSHRC) Grant Writing Workshops were delivered. Frances Chandler created a SSHRC Standard Research Grants -Writing a Winning Proposal booklet and it will be sent out to the committee.

- ii. SMART Goal two (2) the following criteria were developed: To increase research grant application internal review process and encourage and support the development of writing groups (for publication, grants) that include peer review and mentoring the following were recommended;
 - a. That a Professional Writing Consultant position is created in collaboration with ORS, Senate Research and Scholarship Policy Committee, and the Deans where one or more faculty members would be selected on a yearly basis (1-year term, possibility of renewal).

Comments or suggestions made were as follows;

- i. Interest areas can cut or benefit across faculties. E.g. Lifespan Development Research Centre there is similar backgrounds and interests that would benefit with exchanges across faculties.
- ii. Half course release or full Release Time Stipend ought to be considered. It will have to be determined how this individual intersects with Grant Facilitators.
- iii. After one year more than one person may be needed. This person would help to facilitate peer support.
- iv. Funding is not a deemed a big issue. The cost would be low, but the potential upside would be great. This might not be for everyone, may be best to do it in an area that seems to be more successful. Interdisciplinary can work well for some, but not for all. Flexibility in this position is the key. Need someone to find out what kind of support would be needed. Alternate models should be initially provided. With the added support of this person it could increase success rates in grant applications.
- v. One of the issues for not getting grants is lack of publication record. An individual could be hired to assist faculty in developing writing skills and obtaining grants once it is determined where the help is required. The Deans could be consulted on who a good person for this job might be.

- b. The committee determined that the title of this person is to be “Writing Strategic Planner”.

MOVED (Bosacki/Rose-Krasnor) THAT a Writing Strategic Planner will connect with faculty members, staff and students to develop a research writing Strategic Plan.

CARRIED

ACTION Committee Chair to write a letter to Dr. Terry Boak notifying him of the committee's request.

iii. SMART goal three (3): The Brock Researcher Expertise database is being developed by ITS on behalf of ORS and should be ready by August.

a.3 Identify key researchers for external recognition/
Raising our Profile (Michael Owen)

i. This committee wasn't able to meet in the past month and will meet prior to the next meeting in September.

a.4 Financial (Barry Wright)

i. The report will tell you that all faculties except one reported on their dollars and cents, but most reported on total amounts spent and one other reported on individuals. There is a need to consider whether we ought to look at this data by individual faculties or by a standardized package. For the sciences the start up money is the key and variability ought to be shown. This Sub-committee will try to figure out the effectiveness keeping in mind that the dependent variable has to be the outcome. The academic deans would have access through the annual report to these numbers, but may not be able to readily make the connection. The University of Toronto can make the connections because they can collect data from faculty members and do the analysis themselves.

ACTION Michael Owen to send Barry Wright charts on the University of Toronto model.

4. New Business

a. Animal Care and Use Policy - Terms and Conditions (Michael)

i. Michael Owen met with the Animal Care and Use Committee on May 29th and was provided with additional comments. The policy is presented today to this committee with a recommendation.

MOVED (Mitrovic/Bosacki) THAT Senate Committee on Research and Scholarship Policy recommend to Senate the approval of the amendment of University Policy on Animal Care and Use (FHB III:8) to ensure compliance with the Canadian Council on Animal Care and Use guidelines

CARRIED

- ii. It was mentioned that invertebrates are now included in the Canadian Council on Animal Care guidelines. As these guidelines change additional changes will be made.

DISCUSSION

- a. 8.6 and 8.16 – terms are not well defined.
- b. For the ACT position the procedures for appointment, accountability and what qualifications they need is not mentioned.

ACTION Michael Owen to look at adjusting what the term is for the Chair and Vice-Chair.

- b. Graduate Students attending Workshops (Committee)

There is a need to find a way to deliver more specialized workshops for graduate students. Ongoing discussions are taking place between the Office of Research Services and Graduate Studies to coordinate a workshop roster for graduate students. Graduate students would benefit from the new writing consultant.

- c. Post Doctoral Fellows (Committee)

- i. 22.1.2 – Appointment and Registration of Postdoctoral Fellows - no changes were made as to who makes the appointment. Information is still being collected from other institutions as to what their policies are.
- ii. Take apostrophe out, but leave in 22.1.6, but the rest should be taken out.

The research offices ORS and AVPR web pages are being updated to include all the information on Post Doctoral Fellows, including forms.

ACTION Judy Maiden to provide previous notes and minutes to Michael Owen and Marilyn Rose from the Post Doctoral Fellow talks.

ACTION Michael Owen to take a number of these policies over the summer and revamp them to be more inline with what Brock wants to do. To look at the materials collected from other institutions and see where Post Doctoral Fellows should fit within the institution.

Further discussions and decisions regarding the Post Doctoral Fellow policy are to be placed on hold for the next Senate Research and Scholarship Policy Committee meeting in September.

- d. Intellectual Property Policy (Committee)

This policy has been in place for nearly six (6) years. It went through Senate and has been incorporated into the collective agreement.

DISCUSSION

- i. The Office of Research Services has been notified of 30 to 40 agreements. Annually there are about thirty (30) for graduate, PDF, research assistants, research associates etc.
- ii. This could be an area for a graduate student's workshop to address.
- iii. Revision of policy where it says student should also include PDF. The University while creating its policy should not infringe on the rights of faculty, but the Brock University Faculty Association (BUFA) would need to be consulted if there are to be any changes made.
- iv. This is to be a focus for this committee for next year. A Policies and Procedures sub-committee is to be formed to address policies.

ACTION Barry Wright and Michael Owen to form this Policies and Procedures Sub-Committee to look at the Intellectual Property policy and to discuss future policies as well.

This year was meant to bring policies to the committee to make them aware of them, but the next step is to modify existing policies.

5. Updates and Information Items (Committee)

- i. The new NEXT publication is the replacement for the Brock Research publication. It was mentioned that Graduate Studies was not depicted enough in this new issue. There is a need to ensure that equality is represented across the faculties in future issues. This publication will eventually be placed on the research web pages.
- ii. There were a couple of conferences held at the university last week. One was hosted by Cool Climate Oenology Viticulture Institute (CCOVI), "BACCHUS at Brock" and the other was presented by the Faculty of Humanities, "Interacting with Immersive Worlds" exploring the growing cultural significance of interactive media, games, immersive environments, mixed realities, interactive fiction and art. Both were very well received by conference participants.

6. Other Business

Research and International Development Goals and Objectives
(Barry)

The above was given for informational purposes only.

(Attachment 2)

ACTION: After review, committee members are to send comments directly to Michael Owen.

Date of Next Meetings:

September 2007 (TBD)

MOTION to adjourn: (Mitrovic/Bosacki)

7. **Adjournment**

11:30am