

University Delegates WebEx Meeting
April 5, 2018 - 12:30-1:30pm EDT
CIHR Room 10-219, Ottawa, Ontario
Minutes

Participants

Chair: Annik Poirier, Manager, Business Solutions, Competition Management and Support (for Adrian Mota, Director General, Operations Support)

Members:	<p>Andrea Lawrance, Carleton University; Brian Christie, University of Victoria; Daniel Cyr, Institut Armand-Frappier; Christian Baron, Université de Montréal; Penny D’Agnone (for Claudia Malacrida), University of Lethbridge; Brittany Walch (for Darcy Marciniuk), University of Saskatchewan; Brittney Roughan, Mount Saint Vincent University; Chris Whitfield, University of Guelph; Pat Jones (for Christian Beaulieu), University of Alberta; David Litchfield, Western University; David Rose, University of Waterloo; Dina Brooks, University of Toronto; François Boudreau, Université de Sherbrooke; Frédéric Lesage, École Polytechnique Montréal; Ray Turner (for Gerald W. Zamponi), University of Calgary; Jennifer McGrath, Concordia University; Sean Parsons (for Jennifer Walker), Laurentian University; Kristin Baetz, University of Ottawa);</p>	<p>Christy McTait (for Lara Boyd), University of British Columbia; Lionel Berthoux, Université du Québec à Trois-Rivières; Lisa Porter, University of Windsor; Lori Burrows, McMaster University; Lori Livingston, University of Ontario Institute of Technology; Marc Pouliot, Université Laval; Marilyn Hodgins, University of New- Brunswick; Mark Filiaggi, Dalhousie University; Robert Bertolo, Memorial University of Newfoundland; Said Mekary, Acadia University; Sandra Turcotte, Université de Moncton; Shari Baum, McGill University; Stephen Perry, Wilfrid Laurier University; Steven Smith, Queen’s University; Stephen Waldman, Ryerson University; Tanya Brann-Barrett, Cape Breton University; Karen McQueen (for Vicki Kristman), Lakehead University; Yvonne Myal, University of Manitoba</p>
CARA members	<p>Deborah Zornes, Royal Roads University; Joanne Simala-Grant, University of Alberta; Jennifer Thurlow, Capital District Health Authority;</p>	<p>Kate Keetch, Department of Evaluation & Research Services in Fraser Health; Virginie Portes, Université de Montréal</p>
Institution staff:	<p>Angela McCormick, University of Alberta; Allison Sekuler, Baycrest Centre; Jim Woodgett, The Lunenfeld-Tanenbaum Research Institute; Leslie Copp, University of Waterloo;</p>	<p>Samar Saneinejad, St. Michael's Hospital; Trushar Patel, University of Lethbridge; Wei Su, Holland Bloorview Kids Rehabilitation Hospital</p>

	Peter Schwarz-Lam , University of Toronto;	
Regrets:	Ali Jenabian, Université du Québec à Montréal; Brenda Bruner, Nipissing University; Brenda Smith-Chant, Trent University; Estelle Chamoux, Bishop's University; Geoff Payne, University of Northern British Columbia; Jeremy Knight, University of Toronto (CARA member); Judith Chaidwick, University of Toronto (CARA member); Lauren Sergio, York University; Lorraine Deydey, University of Alberta (CARA member);	Martin Kirk, University of British Columbia (CARA member); Norbert Haunerland, Simon Fraser University Peter L. Twohig, Saint Mary's University; Richard Isnor, St. Francis Xavier University; Rod McCormick, Thompson Rivers University; Sébastien Normand, Université de Québec en Outaouais; Shanthi Jonhson, University of Regina; Sunny Hartwig, University of Prince Edward Island; Wendy Ward, Brock University
Staff:	Allison Forsythe, Public Affairs Officer; Anna-Lisa Kates, Lead, Research Area, Foundation Grant; Annik Poirier, Manager, Business Solutions, Competition Management and Support; Corinne Guindon, Lead, Funding Review, Communication and Training for Applicants; Katarina Dedovic, Lead Research Area, Project Scheme; Kelly Taylor, Director General, Program Design and Delivery;	Linda McKenzie, Manager, Priority Driven Initiatives; Manon Lechasseur, Manager, Strategic Communications; Nathalie Gendron, Manager, Program Design and Delivery; Paula Kirton, Manager, Business Process and Solution Modernization; Zainab Karouni, Change Management Advisor

1. CIHR Update

Annik Poirier, Manager, Business Solutions, Competition Management, provided a verbal CIHR update.

Staffing Update

Effective April 3, 2018, Adrian has assumed the position of Associate Vice-President of Research, Knowledge Translation and Ethics for a two-year term. It is expected that the new Director General of Operations Support will begin chairing the University Delegates (UD) meetings in May 2018.

New members

CIHR welcomed two new members to the UD Network:

- Dr. Lisa Porter, University of Windsor (replacing Dr. Otis Vacratsis)
- Dr. François Boudreau, Université de Sherbrooke (replacing Dr. Raymund Wellinger)

IAB Membership Renewal

Members were reminded that the deadline to apply for the 2018 IAB membership renewal is on April 9th. Members are encouraged to apply if interested and to circulate this information to their institutions. More information is available on the [CIHR website \(en français\)](#).

Project Grant: Fall 2017 Competition Results

To follow-up on the last meeting's discussions regarding the Project Grant: Fall 2017 competition results, CIHR has developed detailed clarifications that have been posted on the [CIHR website \(en français\)](#). Supporting detailed data slides are also available [online \(en français\)](#).

Sex, Gender and Health Research

In March 2018, new learning tools were published on the CIHR website to support applicants with better integrating sex and gender in their research. CIHR is asking Project Grant reviewers to use this learning material to better equip themselves when assessing the integration of sex and gender in their assigned research proposals. More information is available on the [CIHR website \(en français\)](#).

CIHR President

There are no updates on the recruitment for the CIHR President since the last meeting. An announcement is expected by the end of the fiscal year.

UD Fund

UD members recently received an email providing them with an update on the UD Fund. CIHR will no longer provide a grant for UD-related activities. Rather, CIHR will cover all travel-related expenses associated with the annual face-to-face meeting in Ottawa.

In order to receive a reimbursement, members are asked to complete and return the Travel Expense Claim Form after the meeting. The claim form and CIHR Travel Reimbursement Guidelines are available on the [CIHR website \(en français\)](#). If a UD has already been reimbursed by their institution, they can request that CIHR reimburse their institution directly. Members can send all questions to the [UD mailbox](#).

The Authorization to Use Funds Period for the UD Fund has been extended until March 31, 2019 therefore, any remaining balance can be used to provide financial support to UDs who are engaging in related CIHR-related activities.

2. Annual UD Face-to-Face Meeting in Ottawa

Annik Poirier, Manager, Business Solutions, Competition Management provided a verbal update on the meeting. Members were reminded to confirm their attendance to the April 27, 2018 Annual Face-to-Face Meeting in Ottawa. As of April 5th, 22 members confirmed their attendance. The agenda is currently being finalized and will be circulated to the Network shortly.

3. Update on Project Grant Competition

Katarina Dedovic, Lead Research Area, Project Scheme, provided a verbal update on the Project Grant: Spring 2018 competition. A total of 2641 applications were submitted. The anticipated Notice of Decision date is July 10, 2018.

Peer Review

A total of 57 peer review committees have been established and all 57 Chairs have been confirmed. The committee meetings will take place from mid-May until mid-June. The recruitment of Scientific Officers (SOs) is nearly complete. The recruitment of core reviewers is done collaboratively with Chairs and SOs, and is almost complete. In terms of gender representation, 37% of Chairs, 52% of SOs, and 37% of reviewers are female.

The declaration of ability to review was opened to all committees. Completion of this task by all reviewers will inform the second phase of recruitment which involves filling expertise gaps within each committee. The release of assignments will commence as of April 9th and will be completed in phases based on the reviewers' self-declared ability to review and the approval of assignments by Chairs and SOs. This will be done with the peer review meeting dates in mind.

Webinars

CIHR has offered information sessions to reviewers. Webinars were held between March 26th and April 13th, for a total of 8 webinars..

Future Competitions

Members were informed that the changes to the panel mandates for the Fall 2018 competition will be a topic of discussion for the April 27, 2018 Annual UD Face-to-Face Meeting in Ottawa.

While CIHR is waiting for final word on the details regarding the 2018 Budget, it was confirmed that additional funds will be poured into CIHR Open programs, including the Project Grant.. An update will be provided once available.

Competition timelines for the Fall 2018: Project Grant competition are not yet available. Members will be informed once this information is available.

4. Update on Foundation Grant

Anna-Lisa Kates, Lead, Research Area, Foundation Grant, provided a verbal update on the Foundation Grant: 2017-2018 competition. The competition is progressing in accordance with established timelines. A total of 187 individuals were invited to apply to stage 2 and 163 applications were received. Stage 2 reviewer assignments to applications were vetted by 19 competition Chairs, and released to 94 reviewers on March 7th, Reviewers received between 8 to 12 assignments (8.7 average). Reviewers who did not receive any assignments were released at the same time. Webinars intended to guide reviewers and Chairs through the review process were scheduled for March (for Rev's and CCH's) and April (CCH's).

Applicants will receive an update on the status of their stage 2 application (i.e., whether their application is moving to Final Assessment Stage (FAS) or was not recommended for funding) by the beginning of May. The FAS meeting will be held in June.

Future plans for the Foundation Grant competition are under review by the Foundation Grant Program Review Working Group. The committee had a face-to-face meeting on March 26, 2018 and discussed draft recommendations to CIHR. The committee plans to submit its recommendations to CIHR in May. CIHR upper management is expecting to develop a response to these recommendations once the final report is submitted. Future plans for the Foundation Grant Program will be discussed at the Annual UD Face-to-Face Meeting on April 27, 2018.

5. Strategic Update

Nathalie Gendron, Manager, Program Design and Delivery, provided a verbal update on CIHR's strategic competitions. CIHR Strategic Initiatives that have registration and application deadlines within the next 2 months were presented. All funding opportunities are available on the [Funding Opportunity Database \(en français\)](#).

The following funding opportunities were presented:

- [Other - Strategy on Patient Oriented Research National Data Platform \(en français\)](#) – Registration deadline of April 17th
- [Operating Grant: ECI grants in Maternal, Reproductive, Child & Youth Health \(en français\)](#) – Registration deadline of April 17th
- [Operating Grant: SickKids-CIHR-IHDCYH New Investigator Grants in Child and Youth Health \(en français\)](#) – Application deadline of April 20th
- [Development Grants for Network Environments for Indigenous Health Research \(NEIHR\) \(en français\)](#) – Registration deadline of April 26th

CIHR is participating in a number of European multi-funding consortia. Current funding opportunities of this nature are:

- [Canada-EU Commission Flagship Collaboration for human data storage, integration and storing \(en français\)](#) to enable personalized medicine – Application deadline of April 18th
- [ERA-HDHL \(en français\)](#) for nutrition and epigenome – Application April 12th

The results of strategic competitions for the month of March were shared. Questions were raised about the results of Collaborative Health Research Projects (CHRP). While results have been provided to applicants, research offices at the institutions paid have not yet been provided with a list of successful applicants. It was explained that this competition was funded on April 1st and that its administrative aspects will follow shortly.

The timeline for the next competition is not yet available but will be similar to that of previous years. A pre-announcement will be available within the coming week. **Note:** The funding opportunity (FO) has since been launched and is available [online \(en français\)](#). Any questions or concerns about this FO can be sent to the [Contact Centre](#).

Questions were raised about the [Other - Joint Canada-Israel Health Research Program \(2018\) \(en français\)](#). It was clarified that information on the number of grants received and those considered for peer review cannot be shared at this stage of the competition. CIHR's partners fund 6 grants every year.

6. Adjournment

The next University Delegates meeting will be held on May 3, 2018.

The Chair thanked everyone for their participation, and adjourned the meeting at 1:01 p.m.