

**University Delegates WebEx Meeting**

**June 7, 2018 - 12:30-1:30pm EDT**

**CIHR Room 10-219, Ottawa, Ontario**

**Minutes**

**Participants**

Chair: Pierre Cote, Director General, Operations Support

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| <p>Members:</p>           | <p>Ali Jenabian, Université du Québec à Montréal;<br/>         Andrea Lawrance, Carleton University;<br/>         Brian Christie, University of Victoria;<br/>         Brittney Roughan, Mount Saint Vincent University;<br/>         Chris Whitfield, University of Guelph;<br/>         Christian Beaulieu, University of Alberta;<br/>         Daniel Cyr, Institut Armand-Frappier;<br/>         Darcy Marciniuk, University of Saskatchewan;<br/>         David Litchfield, Western University;<br/>         David Rose, University of Waterloo;<br/>         Dina Brooks, University of Toronto;<br/>         Donald Tremblay (for Christian Baron), Université de Montréal;<br/>         François Boudreau, Université de Sherbrooke;<br/>         Frédéric Lesage, École Polytechnique Montréal;<br/>         Nicole Baillet (for Geoff Payne), University of Northern British Columbia;<br/>         Gerald W. Zamponi, University of Calgary;<br/>         Jennifer McGrath, Concordia University;<br/>         Kristen Baetz, University of Ottawa;</p> | <p>Lara Boyd, University of British Columbia;<br/>         Lauren Sergio, York University;<br/>         Lionel Berthoux, Université du Québec à Trois-Rivières;<br/>         Lisa Porter, University of Windsor;<br/>         Lori Livingston, University of Ontario Institute of Technology;<br/>         Lori Burrows, McMaster University;<br/>         Marc Pouliot, Université Laval;<br/>         Mark Filiaggi, Dalhousie University;<br/>         Marilyn Hodgins, University of New-Brunswick;<br/>         Sandra Turcotte, Université de Moncton;<br/>         Shari Baum, McGill University;<br/>         Stephen Perry, Wilfrid Laurier University;<br/>         Steven Smith, Queen's University;<br/>         Stephen Waldman, Ryerson University;<br/>         Wendy Ward, Brock University<br/>         Vicki Kristman, Lakehead University;<br/>         Yvonne Myal, University of Manitoba</p> |
| <p>CARA members</p>       | <p>Deborah Zornes, Royal Roads University;<br/>         Jennifer Thurlow, Capital District Health Authority (CARA member);<br/>         Joanne Simala-Grant, University of Alberta;</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>Judith Chaidwick, University of Toronto (CARA member);<br/>         Kate Keetch, Department of Evaluation &amp; Research Services in Fraser Health;<br/>         Lorraine Deydey, University of Alberta;<br/>         Virginie Portes, Université de Montréal;</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <p>Institution staff:</p> | <p>Allison Sekuler, Baycrest Health Sciences<br/>         Judith Chadwick, University of Toronto<br/>         Leslie Copp, University of Waterloo;<br/>         Paul Wiebe, Health Sciences Centre</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>Samar Saneinejad, St. Michael's Hospital;<br/>         Wei Su, Holland Bloorview Kids Rehabilitation Hospital</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

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|          | Peter Schwarz-Lam, University of Toronto;                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Regrets: | Brenda Smith-Chant, Trent University;<br>Penny D’Agnone (for Claudia Malacrida),<br>University of Lethbridge;<br>Brenda Bruner, Nipissing University;<br>Estelle Chamoux, Bishop’s University;<br>Jennifer Walker, Laurentian University;<br>Jeremy Knight, University of Toronto<br>(CARA member);<br>Keely Rose, The Hospital for Sick Children<br>Kristina Arseneau, Queen’s University<br>Martin Kirk, University of British Columbia<br>(CARA member); Norbert Hauerland,<br>Simon Fraser University; | Peter L. Twohig, Saint Mary’s<br>University;<br>Richard Isnor, St. Francis Xavier<br>University;<br>Rod McCormick, Thompson Rivers<br>University;<br>Robert Bertolo, Memorial University of<br>Newfoundland;<br>Said Mekary, Acadia University;<br>Sanja Obradovic, Ryerson University;<br>Sébastien Normand, Université de<br>Québec en Outaouais;<br>Shanthi Jonhson, University of Regina;<br>Sunny Hartwig, University of Prince<br>Edward Island; |
| Staff:   | Allison Forsythe, Public Affairs Officer;<br>Annik Poirier, Manager, Business<br>Solutions, Competition Management and<br>Support;<br>Dale Dempsey, Manager, Foundation<br>Grant Program<br>Kelly Taylor, Director General, Program<br>Design and Delivery;                                                                                                                                                                                                                                                | Linda McKenzie, Manager, Priority<br>Driven Initiatives;<br>Martine Lafrance, Manager, Project<br>Grant Program<br>Nathalie Gendron, Manager, Program<br>Design and Delivery;<br>Zainab Karouni, Change Management<br>Advisor                                                                                                                                                                                                                          |

## 1. CIHR Update

Pierre Cote, Director General, Operations Support, provided a verbal CIHR update.

### New Member

CIHR welcomed Dr. Roger McLeod as the new UD for Dalhousie University (replacing Dr. Mark Filiaggi).

### UDEC Recruitment

Dr. Brian Christie, the UD from the University of Victoria, has accepted his appointment to join the UDEC. Pierre thanked all candidates and everyone who voted. Pierre also thanked Dr. Shanthi Johnson for her continued support as a long-standing UDEC member.

### Appointment of the CIHR President

On June 20, 2018, CIHR announced the appointment of Dr. Michael Strong as President of CIHR – effective October 1, 2018. Members were reminded to share the announcement with their research communities. The announcement is available [online \(en français\)](#).

CIHR was pleased to inform UD members that Dr. Strong is already engaging with CIHR on some key files.

#### Internal Staffing Updates

Dr. Rod McInnes' last day as Acting President of CIHR was on June 30. Michel Perron, Executive Vice-President, will lead the transition process until Dr. Strong's arrival on October 1, 2018.

Dr. Anne Martin-Matthews' term as Acting Vice-President, Research, Knowledge Translation and Ethics (RKTE) ended in June 2018. She has since moved back to BC but is working part-time until her position is filled. Interviews are scheduled to take place in August. An update is expected to be provided shortly thereafter. Odgers Berndtson is the professional recruiting organization who is handling this posting.

In the meantime, Anne continues to manage priority files related to SPOR and Ethics.

#### Equity and Diversity Questionnaire

Members will be provided with text to help promote the recently launched Equity and Diversity Questionnaire via their institutions. As of May 15, 2018, application participants for all CIHR programs are required to complete the questionnaire.

CIHR is monitoring the questionnaire for completeness at the registration stage of each competition. Targeted communications will be used as required to minimize any issues at the application stage.

More information about the questionnaire is available [online \(en français\)](#).

CIHR will provide an update on the number of questionnaires completed to date at the next UD monthly teleconference meeting.

#### College of Reviewers

- *Observer Program:* Over 400 Early Career Researchers (ECRs) have submitted an application to be an observer for the Spring 2018: Project Grant face-to-face peer review meetings. Of those individuals, 60 were selected through a lottery process. CIHR plans to use the same approach to the program for the Fall 2018: Project Grant competition. Individuals who applied to the Observer Program for the Spring 2018: Project Grant competition and who were not selected will need to re-apply if interested.
- *Associate Membership Program:* In February 2018, the College launched its first pilot wave of recruitment for the program which creates a membership opportunity for new or less experienced reviewers. More specifically, it supports them in building the peer review skills and experiences required to obtain full member status within the College. CIHR is working with its initial wave of 59 Associates to inform the expansion of this program.
- *College Members in Peer Review:* We are delighted to confirm that 78% and 98% of peer reviewers for the Spring 2018: Project Grant and 2017-18 Foundation Grant competitions respectively were also College Members.

- *College Recruitment:* CIHR currently has a membership base of 4457 reviewers. The College is now focusing its efforts on targeted recruitment to fill gaps in expertise and demographics (i.e., Early Career Researchers, Indigenous Health researchers, Knowledge Users and International reviewers).

There is a total of 38% and 62% female and male representation respectively within the College membership base. This currently aligns with the gender representation seen in the academic workforce, as per Statistics Canada's University and College Academic Staff System (UCASS) survey.

- *Nominations:* To date, CIHR has received 1342 nominations from over 35 institutions, as well as 174 self-nominations to join the College. Nominations are validated by CIHR staff using a set of membership-specific selection criteria. To date, close to 900 people have been invited to join the College based on nominations received. The nominations process is ongoing and members were encouraged to send an email to [college@cihr-irsc.gc.ca](mailto:college@cihr-irsc.gc.ca) to nominate a colleague.

## **2. Update on the Project Grant Program**

Martine Lafrance, Manager, Project Grant Program, provided a verbal update on the Spring 2018 and Fall 2018 Project Grant competitions.

### Spring 2018 competition

57 peer review committee meetings were held between May 15 and June 15. Notice of Decision (NOD) will be available to applicants via their ResearchNet accounts on July 10, to coincide with the release of the institutional reports. Competition results will be posted on the Funding Decision Database (FDD) on July 11.

### Fall 2018 competition

Funding opportunity details and instructional materials will be posted on ResearchNet and the CIHR corporate website on July 11. Registration will open on July 11, with a deadline of August 15 at 8:00 p.m. ET. Applicants may complete their application as soon as registration is completed/submitted. The application deadline for this competition is September 12 at 8:00 p.m. ET. A series of 8 applicant webinars will be offered between mid-July and early September. Webinar information is available [online \(en français\)](#).

Updated peer review committee mandates will be posted on July 11 to reflect feedback gathered from Chairs, Scientific Officers, and peer reviewers. CIHR encourages the research community to continue providing input on this subject.

## **3. Update on the Foundation Grant Program**

Dale Dempsey, Manager, Foundation Grant Program, provided a verbal update on the Foundation Grant: 2017-2018 competition. An announcement regarding next steps for the program will be made on Monday July 9. The Notice of Decision for the competition will be released on July 17. .

#### 4. Strategic Update

Nathalie Gendron, Manager, Program Design and Delivery, provided a verbal update on CIHR's strategic competitions. Strategic Initiatives with registration and application deadlines planned for the next 3 months were presented. All funding opportunities are available on the [Funding Opportunity Database \(en français\)](#).

The following funding opportunities were presented:

- [Catalyst Grant : Analysis of Canadian Longitudinal Study in Aging \(en français\)](#)  
Registration deadline of August 14 and application deadline of September 5<sup>th</sup>
- [Operating Grant: Understanding the Health Impact of Inactivity \(en français\)](#)  
Registration deadline of July 24 and full application deadline of August 21<sup>st</sup>
- [Operating Grant : AMR: Point of Care Diagnostics in Human Health - Phase 2 \(en français\)](#)  
Application deadline of October 2 (*updated from the August application deadline provided at the July 5 meeting*)
- [Operating Grant : Rapid Research Response Fund for Ebola \(en français\)](#)  
Application deadline of July 13
- [Operating Grant : Epigenetics Clinical Translation \(en français\)](#)  
Registration deadline of September 5 and application deadline of October 10
- [Operating Grant: Evaluation of Interventions to Address the Opioid Crisis \(en français\)](#)  
Registration deadline of August 21 and application deadline of September 5
- [Team Grant: Global Alliance for Chronic Diseases Intervention scale-up - Hypertension and/or diabetes \(en français\)](#)  
Pre-proposal deadline of July 12 and full application deadline of September 10
- [Team Grant: Pathways Implementation Research Teams – Component 3 \(en français\)](#)  
Application deadline of September 6.
- [Travel Awards – Institute Community Support \(Summer 2018\) \(en français\)](#)  
Application deadline of August 23

June decisions results for relevant strategic competitions were also shared.

Any questions about funding opportunities can be sent to the [Contact Centre](#).

#### 5. Harmonized Grants Management Solution

Pierre informed members that the tri-agencies are working together to explore the creation of a harmonized grants management solution which would be a “one-stop-shop” for everything from the launch of a funding opportunity to end-of-grant reporting. In designing this new solution, tri-

agencies will focus on creating a secure, user-friendly interface that reduces burden on staff and the research community.

Updates will be shared at upcoming meetings.

## **6. Tri-Agency Financial Administration Guide**

The tri-agencies will be working with the 12 institutions that have manifested an interest in participating in a pilot project for the new guide. More information, including the list of participating institutions, will be available at a later date.

## **7. Varia**

One member asked if there is a plan to improve equity and diversity imbalances within peer review committees. Pierre confirmed that this, along with issues related to Early Career Researchers, is a priority for CIHR and that evidence-informed decisions are necessary to ensure progress on this front.

## **8. Adjournment**

The next University Delegates meeting will be held on August 2, 2018.

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