

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

**Participants**

Chair: Annik Poirier, Manager, Business Solutions, Competition Management and Support (in place of the Director General, Operations Support)

Members:	Andrea Lawrance, Carleton University; Brian Christie, University of Victoria; Donald Tremblay (for Christian Baron), Université de Montréal; Penny D'Agnone (for Claudia Malacrida), University of Lethbridge; Brenda Bruner, Nipissing University; Brittany Walch (for Darcy Marciniuk), University of Saskatchewan; Cezar Khursigara (for Chris Whitfield), University of Guelph; Christian Beaulieu, University of Alberta; Daniel Cyr, Institut Armand-Frappier; David Litchfield, Western University; François Boudreau, Université de Sherbrooke; Frédéric Lesage, École Polytechnique Montréal; Nicole Baillet (for Geoff Payne), University of Northern British Columbia; Ray Turner (for Gerald W. Zamponi), University of Calgary; Jennifer McGrath, Concordia University;	Kristin Baetz, University of Ottawa;Christy McTait (for Lara Boyd), University of British Columbia; Lesley MacNeil (for Lori Burrows), McMaster University; Marc Pouliot, Université Laval; Mark Filiaggi, Dalhousie University; Richard Isnor, St. Francis Xavier University; Robert Bertolo, Memorial University of Newfoundland; Sandra Turcotte, Université de Moncton; Sébastien Normand, Université de Québec en Outaouais; Shanthi Jonhson, University of Regina; Stephen Perry, Wilfrid Laurier University; Steven Smith, Queen's University; Stephen Waldman, Ryerson University; Karen McQueen (for Vicki Kristman), Lakehead University; Yvonne Myal, University of Manitoba
CARA members	Deborah Zornes, Royal Roads University; Joanne Simala-Grant, University of Alberta;	Kate Keetch, Department of Evaluation & Research Services in Fraser Health; Lorraine Deydey, University of Alberta;
Institution staff:	Keely Rose, The Hospital for Sick Children Kristina Arseneau, Queen's University Leslie Copp, University of Waterloo; Peter Schwarz-Lam , University of Toronto;	Samar Saneinejad, St. Michael's Hospital; Sanja Obradovic, Ryerson University; Wei Su, Holland Bloorview Kids Rehabilitation Hospital
Regrets:	Ali Jenabian, Université du Québec à Montréal; Brenda Smith-Chant, Trent University; Brittney Roughan, Mount Saint Vincent University;	Lori Livingston, University of Ontario Institute of Technology; Marilyn Hodgins, University of New- Brunswick; Martin Kirk, University of British

	David Rose, University of Waterloo; Dina Brooks, University of Toronto; Estelle Chamoux, Bishop's University; Jennifer Thurlow, Capital District Health Authority (CARA member); Jennifer Walker, Laurentian University; Jeremy Knight, University of Toronto (CARA member); Judith Chaidwick, University of Toronto (CARA member); Lauren Sergio, York University; Lionel Berthoux, Université du Québec à Trois-Rivières; Lisa Porter, University of Windsor;	Colombia (CARA member); Norbert Haunerland, Simon Fraser University Peter L. Twohig, Saint Mary's University; Rod McCormick, Thompson Rivers University; Said Mekary, Acadia University; Shari Baum, McGill University; Sunny Hartwig, University of Prince Edward Island; Tanya Brann-Barrett, Cape Breton University; Virginie Portes, Université de Montréal (CARA member); Wendy Ward, Brock University
Staff:	Allison Forsythe, Public Affairs Officer; Annik Poirier, Manager, Business Solutions, Competition Management and Support; Dale Dempsey, Manager, Foundation Grant Program Kelly Taylor, Director General, Program Design and Delivery;	Linda McKenzie, Manager, Priority Driven Initiatives; Martine Lafrance, Manager, Project Grant Program Nathalie Gendron, Manager, Program Design and Delivery; Zainab Karouni, Change Management Advisor

## 1. CIHR Update

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

### Follow-up on the Annual UD Meeting

Jennifer McGrath shared the link in the chat for members to review the draft minutes. The minutes can be accessed [online](#).

### UDEC Recruitment

Shanthi Johnson will be leaving the University of Regina to start a new opportunity at the University of Alberta in July. CIHR will be launching the recruitment process to fill this UDEC vacancy. A nomination and voting process will follow shortly by email.

### Staffing Updates

Pierre Cote will assume the role of Director General, Operations Support effective May 14<sup>th</sup> for a two-year term. Pierre joined CIHR in July 2016 in the role of Manager, Financial Operations and Procurement, and has been instrumental in providing innovative solutions to enhance the service delivery model in accounting operations and procurement. Pierre will begin to Chair the UD meetings in June.

There are no updates on the recruitment of the President since the last meeting. Information will be provided once available.

#### New Scientific Directors

CIHR welcomed two new Scientific Directors:

- Dr. Christopher McMaster has been named Scientific Director of the Institute of Genetics effective July 1<sup>st</sup>. More information is available [online](#) ([en français](#)).
- Dr. Charu Kaushic has been named Scientific Director of the Institute of Infection and Immunity effective July 1<sup>st</sup>. More information is available [online](#) ([en français](#)).

#### Project Grant: Spring 2018 competition Budget

The budget for the Project Grant: Spring 2018 competition has increased from \$225M to \$275M. The funds available for the Project Grant: Fall 2018 competition will be announced when the funding opportunity is launched in the summer. More information is available on the [CIHR website](#) ([en français](#)).

#### Equity and Diversity Questionnaire

Effective this Spring, CIHR will collect data on applicant diversity in an effort to identify and address bias in all of its funding programs. As of May 15th, application participants for all CIHR programs must complete the Equity and Diversity Questionnaire before the application can be submitted for funding.

This mandatory questionnaire consists of five questions and can be completed online using a simple user-friendly form. Each question has an “I prefer not to answer” option. The questionnaire should only take about 5 minutes to complete.

The questions were chosen based on the current Self-declaration Form of Members of Designated Employment Equity Groups used for the Treasury Board of Canada Secretariat Employment Equity Data Bank, and the wording of each was then adapted based on consultations.

While CIHR recognizes that the questionnaire does not include every important diversity dimension, we believe that these elements will give us a better picture of the equity performance of our funding programs and will inform targeted actions in the future.

More information, including Frequently Asked Questions and How-To instructions, are available on the [CIHR website](#) ([en français](#)).

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

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

#### Spring 2018 competition

The 57 peer review committee meetings will be held from May 15<sup>th</sup> until June 15<sup>th</sup>. The notice of decision will be posted on July 10<sup>th</sup> and the funding start date will be in October. Approximately 2800 applications were submitted. Depending on the committee and the area of research, each committee have between 20 and 80 applications to review.

### Fall 2018 competition

It is expected that the funding opportunity for the Project Grant: Fall 2018 competition will be posted in early July. The description of the funding opportunity is currently being finalized. Similar to the previous Fall competition, the expected registration deadline will be in mid-August and the application deadline will be in mid-September. The expected notice of decision date is January 23, 2019 and the funding start date will be in mid-April 2019.

One member asked if the registration deadline can be opened in early August to accommodate faculty summer vacations. It was clarified that the registration deadline is expected to be in mid-August but the actual registration will be opened for 2-3 weeks before that date.

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

Dale Dempsey, Manager, Foundation Grant Program, provided a verbal update on the Foundation Grant: 2017-2018 competition. The Stage 2 application statuses were sent to applicants and their associated institutions on April 30<sup>th</sup>. Of the 163 applications submitted to stage 2, 58 are moving forward to the Final Assessment Stage (FAS). The FAS committee is made up of the 19 stage 2 Virtual Chairs and is scheduled on June 12<sup>th</sup> and 13<sup>th</sup>.

The anticipated notice of decision date is July 17<sup>th</sup>. The number of grants funded is predicated on the collective budgetary ask. With a \$100M total budget and an average of \$3M per grant, approximately 30-35 grants are expected to be funded.

Future plans for the Foundation Grant Program are under review by the Foundation Grant Program Review Working Group. The Working Group has made recommendations for changes and will be submitting them to CIHR. CIHR Management will then develop a response to these recommendations.

### **4. 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 planned for the next 2 months were presented. All funding opportunities are available on the [Funding Opportunity Database \(en français\)](#).

The following funding opportunities were presented:

- [Operating Grants for the Collaborative Health Research Projects \(NSERC Partnered\) 2018-2019 \(en français\)](#)  
Application deadline of May 29<sup>th</sup>
- [Research Network Grant for Rare Diseases \(en français\)](#)  
Application deadline of May 15<sup>th</sup>
- [Team Grant for the Myalgic Encephalomyelitis/Chronic Fatigue Syndrome Collaborative Project \(en français\)](#)  
Application deadline of June 6<sup>th</sup>

CIHR is participating in a number of European multi-funding consortia such as the following funding opportunity:

- [Operating Grant for Active and Assisted Living Program \(en français\)](#)  
Application deadline of May 28<sup>th</sup>

Nathalie is preparing a deck which provides an overview of all European and international initiatives at CIHR. This will be presented at a future UD meeting. The results of strategic competitions for the month of April were also shared.

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

## **5. Varia**

One member asked about the number of applications that were received as part of the 2018 IAB Renewal. A response to this question will be provided via email.

## **6. Adjournment**

The next University Delegates meeting will be held on June 7, 2018.

The Chair thanked everyone for their participation, and adjourned the meeting at 12:50 p.m.