

**University Delegates WebEx Meeting  
 October 4, 2018 - 12:30-1:30pm EDT  
 CIHR Room 10-219, Ottawa, Ontario  
 Minutes**

**Participants**

Chair: Pierre Côté, Director General, Operations Support

Members:	<p>Ali Jenabian, Université du Québec à Montréal;</p> <p>Andrea Lawrance, Carleton University;</p> <p>Brenda Bruner, Nipissing University;</p> <p>Brian Christie, University of Victoria;</p> <p>Brittney Roughan, Mount Saint Vincent University;</p> <p>Cecila Kalaw on behalf of Timothy Takaro, Simon Fraser University;</p> <p>Christian Baron, Université de Montréal;</p> <p>Christian Beaulieu, University of Alberta;</p> <p>Daniel Cyr, Institut Armand-Frappier;</p> <p>David Litchfield, Western University;</p> <p>David Rose, University of Waterloo;</p> <p>Jennifer McGrath, Concordia University;</p> <p>Jennifer Walker, Laurentian University;</p> <p>Keely Rose, The Hospital for Sick Children</p> <p>Kristen Baetz, University of Ottawa;</p> <p>Lara Boyd, University of British Columbia;</p>	<p>Lori Livingston, University of Ontario Institute of Technology;</p> <p>Lori Burrows, McMaster University;</p> <p>Marc Pouliot, Université Laval;</p> <p>Nina Jones of behalf of Chris Whitfield, University of Guelph;</p> <p>Ray Turner on behalf of Gerald W. Zamponi, University of Calgary;</p> <p>Rebecca R. Pillai Riddell, York University;</p> <p>Roger McLoed, Dalhousie University;</p> <p>Shari Baum, McGill University;</p> <p>Stephen Perry, Wilfrid Laurier University;</p> <p>Stephen Waldman, Ryerson University;</p> <p>Steven Smith, Queen's University;</p> <p>Vicki Kristman, Lakehead University;</p> <p>Wendy Ward, Brock University;</p> <p>Yvonne Myal, University of Manitoba;</p>
	<p>Brittany Walch, University of Saskatchewan;</p> <p>Christian Patenaude, Université du Québec à Trois-Rivière;</p> <p>Donald Tremblay, Université de Montréal;</p> <p>Drew Gyorke, Toronto University;</p> <p>Erica Conte, St. Michael's Hospital;</p> <p>Lorraine Deydey, University of Alberta;</p> <p>Nicole Balliet, University of Northern British Colombia;</p> <p>Pat Jones, University of Alberta;</p>	

	Penny D'Agnone, University of Lethbridge; Wei Su, Holland Bloorview Kids Rehabilitation Hospital	
CARA members	Joanne Simala-Grant, University of Alberta (CARA member);	
Institution staff:	Leslie Copp, University of Waterloo; Paul Wiebe, Health Sciences Centre; Peter Schwarz-Lam, University of Toronto;	
Regrets:	Brenda Smith-Chant, Trent University; Claudia Malacrida, University of Lethbridge Darcy Marciniuk, University of Saskatchewan; Dina Brooks, University of Toronto; Estelle Chamoux, Bishop's University; François Boudreau, Université de Sherbrooke; Frédéric Lesage, École Polytechnique Montréal; Geoff Payne, University of Northern British Columbia; Jeff Ollerhead, Mount Allison University; Lisa Porter, University of Windsor; Marilyn Hodgins, University of New- Brunswick; Peter L. Twohig, Saint Mary's University; Richard Isnor, St. Francis Xavier University; Robert Bertolo, Memorial University of Newfoundland; Rod McCormick, Thompson Rivers University; Said Mekary, Acadia University; Sandra Turcotte, Université de Moncton;	Sébastien Normand, Université de Québec en Outaouais; Sunny Hartwig, University of Prince Edward Island; Tanya Brann-Barrett, Cape Breton University; Dawn Whitworth, University of British Columbia (CARA member); Deborah Zornes, Royal Roads University (CARA member); Jennifer Thurlow, Capital District Health Authority (CARA member); Jeremy Knight, University of Toronto (CARA member); Judith Chaidwick, University of Toronto (CARA member); Kate Keetch, Department of Evaluation & Research Services in Fraser Health (CARA member); Lorraine Deydey, University of Alberta (CARA member); Maria Margarita Heras, University of British Columbia (CARA member); Virginie Portes, Université de Montréal (CARA member);

Staff:	Martine Lafrance, Manager, Program Design and Delivery; Alison Bourgon, Acting Director General, Science Policy; Aaron Jackson, Senior Lead, Foundation Grant Program	Corinne Guindon, Change Management Lead, Business Solutions, Competition Management and Support; Annik Poirier, Manager, Business Solutions, Competition Management and Support; Richard Côté, Curriculum Development Advisor, Business Solutions, Competition Management and Support; Adèle Blanchard, Public Affairs Officer;
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## 1. CIHR Update

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

### Update on CIHR Executive members

Dr. Michael Strong began his appointment as the new CIHR President on October 1, 2018. He is very excited to begin this next chapter in his career and looks forward to defining and shaping CIHR's future.

Members of the University Delegates Executive Committee (UDEEC) will meet the President on October 15 – during which time he hopes to discuss the role and direction of the UD Network to ensure that members are engaged in the most meaningful and impactful way. An update on these discussions will be provided at next month's meeting.

Dr. Michael Strong announced the appointment of Dr. Tammy J. Clifford to the position of Vice-President, Research Programs, effective October 29, 2018. Dr. Clifford, who is currently the Chief Scientist and Vice-President, Evidence Standards, at the Canadian Agency for Drugs and Technologies in Health (CADTH), will replace Dr. Anne Martin-Matthews who had been serving as Acting Vice-President since May 2017. Dr. Clifford will provide leadership for the design, development, and administration of CIHR's funding programs and science policies. As a member of CIHR's executive team, she will work with Governing Council and Scientific Directors to help define and oversee the organization's strategic directions. [CIHR's public announcement \(en français\)](#) is available on the Government of Canada website.

You or your institution has until October 10 to nominate a researcher for one of the [Gold Leaf Prizes \(en français\)](#). Valued at \$100,000 each, the CIHR Gold Leaf Prizes are among the highest honours that can be bestowed on an individual or team for excellence in health research and its translation into benefits for Canadians.

### Tri-Council Fund

Budget 2018 allocated \$275 million over five years, with \$65 million per year ongoing, for a Tri-Agency Fund to support high risk, interdisciplinary, international, fast-breaking research. The Canada Research Coordinating Committee (CRCC) proposed a fund design that featured two funding mechanisms and a modified review process.

Over the summer, the [Canada Research Coordinating Committee \(en français\)](#) (CRCC) launched a national consultation to reinvigorate Canada's support for science and to position Canada as a global leader in research excellence. This was an opportunity for Canadians, the research community and the next generation of scientists, scholars and students to help shape research in Canada.

Feedback was received on three key priorities: a new Tri-Agency Research Fund; strengthening equity, diversity and inclusion in research, and; support for early career researchers.

The [CRCC consultation \(en français\)](#) is now closed and the CRCC will be posting results in fall 2018.

A large majority of consultation participants thought the proposed fund addressed a substantive need and could meet its objectives. Many provided informed and constructive suggestions focused on:

- Defining Key Concepts and Priorities;
- Changing the Review Culture;
- Refining Award Size and Type; and
- Shaping special calls

Members expressed concerns with the feasibility of preparing an application that meets the program's goals, notably given expected stringent timelines. This is especially true for applications that require the assembly of international teams. More information will be released at a later date.

A member enquired about the eligibility of Foundation grant holders to this program. Since applicant eligibility varies across agencies, the working group is currently looking at how requirements will be applied to the Tri-Council Fund program.

### Governing Council

The Government of Canada is currently seeking applications from diverse and talented Canadians from across the country who are interested in the following [appointment opportunities \(en français\)](#):

- Governing Council Chairperson opportunity (Oct 5 deadline)
- Governing Council member opportunity (Oct 12 deadline).

### Systems Interruptions

We would like to advise you of the following planned systems interruptions for the month of October. Notices have been posted on relevant CIHR web pages and applications.

- Shared Services Centre (SSC) annual shutdown from 6:00 p.m. ET on Saturday, October 6, 2018, until 2:00 p.m. ET on Sunday, October 7, 2018
  - The CIHR website, CCV application, as well as the Vanier and Banting websites, will be unavailable. ResearchNet will remain available.
- ResearchNet electrical maintenance on Saturday, October 13 from 10:00 a.m. to approximately 4:00 p.m. ET
  - ResearchNet will be unavailable.

### UD Meeting Minutes

We have changed our process for circulating meeting minutes. Effective today, the English version will be sent to members 3 working days after the meeting. French minutes will follow 8 business days after the meeting. This will allow you to share information with your community in a timely manner.

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

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

### Grant Applications Received

2498 applications were submitted to the competition. This represents a 5% reduction from the Spring 2018 competition, where 2633 applications were received. 3415 applications were received for the Fall 2017 competition.

### Peer Review Committees

Considering the number of applications received for the Fall 2018 competition, 59 peer review committees were established (including the iterative review committee for Indigenous Health Research).

### Reviewer Recruitment

To date, we have sent invitations to 2,152 reviewers. 980 (45.5%) have confirmed their participation. 938 (43.6%) have declined the invitation, mostly because they have either already submitted an application as a Nominated Principal Applicant or Principal Applicant to the relevant committee, or because they are not available. 234 reviewers have not yet responded to the invitation.

Almost all committees have their core membership established. The expertise of the core membership reflects the mandate of the committee.

Recruitment of additional reviewers is ongoing as needed to fill specific expertise gaps.

Reviewers are in the midst of declaring their conflicts of interest and ability to review for the applications assigned to their committees.

### Peer Review

Assignments of applications to reviewers are scheduled to start on October 11. This phased-in process takes into consideration the committee meeting dates. All committee members will have 4 to 5 weeks to review their applications. Although the maximum number of applications per reviewer is 10, we aim to assign a maximum of 8 applications per reviewer, to the extent possible.

Committee meetings will be held from November 19 to December 12. Notices of Decision will be available to applicants on January 23, 2019.

A series of seven (7) reviewer webinars will be offered between October 9 and 31. Registration information is sent directly to reviewers via email:

- Tuesday, October 9, 2018 (English)
- Tuesday, October 9, 2018 (French)
- Wednesday, October 10, 2018 (English)
- Tuesday, October 16, 2018 (English)
- Thursday, October 18, 2018 (French)
- Tuesday, October 23, 2018 (French)
- Wednesday, October 31, 2018 (English)

Two Competition Chairs meetings were held on September 20 and 25.

- Michel Perron, Acting President, opened the meetings. Information was provided on a variety of topics, including:
  - Update on the Project Grant Program and Fall 2018 competition
  - Update on the roles and responsibilities of Competition Chairs, Scientific Officers, and reviewers
- Additional information on the Responsible Conduct of Research was presented by a Senior Advisor from the Secretariat on the Responsible Conduct of Research.
- A Questions and Answers session with the Associate Vice President of Research, Knowledge Translation and Ethics, Adrian Mota, was delivered.
- Dr. Cara Tannenbaum, Scientific Director of the Institute of Gender and Health, was present to discuss Canada's leadership role in bringing rigor and reproducibility to science by considering sex and gender in health science.
- An update from the College of Reviewers was provided
- A presentation on the role and responsibilities of the Stem Cell Oversight committee was offered

Questions from our members resulted in discussions regarding the compositions of the Project Grant reviewer committees. CIHR is currently working on establishing a baseline to assist with the implementation of plans that were developed to address Equity, Diversity and Inclusion (EDI) considerations, as well the representation of Early Career Researchers (ECR), as part of a tri-agency effort.

Members were also advised that CIHR is looking into the implementation of standing committees, where possible, to provide more stability and to minimize the rotation of members. Committees could be implemented as early as Spring 2019 to support the next Project Grant competition.

Some concerns were raised regarding the frequent rotation of Chairs and SOs, and consequently the steep learning curve. It was noted that some researchers who served as SOs for the Spring 2018 Project Grant competition were not invited back to the current competition to ensure diversity. CIHR is committed to maintaining balanced gender, language, and regional representation from across the country in its committees and roles (i.e., Chair and SO).

As part of the application process, applicants have the opportunity to justify their choice of committees. It was confirmed that this information is valuable in the assignment of the application to a review committee. It does not replace the summary of the proposal but rather provides additional information in the assignment process. The summary of the proposal is also crucial to the reviewer assignment process. CIHR will prepare a report to present at a future UD meeting.

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

Aaron Jackson, Lead Research Areas, Foundation Grant Program, provided a verbal update on the Foundation Grant: 2017-2018 competition.

The Stage 1 application deadline was September 19<sup>th</sup>. 216 full applications were submitted from the 237 registrations received.

Recruitment of committee members for the current competition was largely conducted over the latter half of the summer, once CIHR's decision to relaunch the program "as-is" for the 2018-2019 competition was announced. Sufficient reviewer pools for both the Stage 1 and Stage 2 competitions have been secured.

Options regarding how to best administer the 2018-2019 competition in light of the low application pressure are being explored.

Recommendations from the Foundation Grant Program Working Group, including peer review for future competitions, will be presented to Governing Council on November 4<sup>th</sup>, 2018.

CIHR confirmed that envelope of funds for the Foundation Grants for this round is still undefined and combined with the envelope of funds for the Project Grants.

### **4. Strategic Update**

Martine Lafrance, Manager, Program Design and Delivery, provided a verbal update on CIHR's strategic competitions.

#### Current Strategic Funding Opportunities

In terms of the strategic research funding, the majority of the funding opportunities are available on the [Funding Opportunity Database \(en français\)](#).

New opportunities with deadlines in November and December include:

[Catalyst Grant: SPOR Innovative Clinical Trials \(The Strategy for Patient Oriented Research\) \(en français\)](#)

- Application deadline: November 14, 2018

[Other: Centres for HIV/AIDS, Hepatitis C and other STBBIs Research \(en français\)](#)

(The HIV/AIDS Research Initiative with strategic leadership from the CIHR Institute of Infection



and Immunity, the Institute of Indigenous Peoples' Health, the Institute of Population and Public Health and the Institute of Health Services and Policy Research)

- Application deadline: December 11, 2018

[Other: Indigenous Gender and Wellness: Idea Fair and Learning Circle \(en français\)](#)

(CIHR's Institute of Gender and Health, Institute of Indigenous Peoples' Health and Institute of Population and Public Health)

- Application deadline: November 8, 2018

[Team Grant : Canadian Microbiome Initiative 2: Research Teams \(en français\)](#)

(The CIHR Roadmap Accelerator Fund under the scientific leadership of the Institute of Genetics, Institute of Infection and Immunity, Institute of Nutrition, Metabolism and Diabetes and Institute of Gender and Health in collaboration with the Institute of Aging, Institute of Cancer Research, Institute of Human Development, Child and Youth Health, and Institute of Neurosciences, Mental Health and Addiction, in partnership with Mitacs and JDRF Canada)

- Application deadline for letter of intent: November 20, 2018

Recent Funded Competitions

Funding Opportunity	Code	Number of applications	Number of grants funded	Term of grants	Total amount
September 2018					
Operating Grant: Canadian Cancer Society Innovation Grants	201803CCP	236	19 (by CIHR)	2 years	\$1,655,307
Operating Grant : Cancer Research Society Operating Grants	201802CRP	167	16 (by CIHR)	3 years	\$959,915
Team Grant : Canada-EU Data flagship collaboration (Canada-EU Commission Flagship Collaboration for Human data storage, integration and sharing)	201804CDF	18	6	4 years	\$4,284,249

CIHR received 301 letters of intent for the competition Operating Grant: Collaborative Health Research Projects (CHRP) and 111 teams invited to submit a full application.

**5. Research Data Management**

Alison Bourgon, Acting Director General, Science Policy, presented a verbal update on Research Data Management.

Update on the draft Tri-Agency Research Data Management Policy

The Tri-Agency Research Data Management (RDM) draft Policy was open for public consultation from June 2018 through to September 30<sup>th</sup>. We are in the process of working with

our colleagues at NSERC and SSHRC to compile, review and analyze the feedback received; this will take place over the Fall. The TC3 will then collectively identify potential changes to the current draft based on the results of the analysis.

While we are working towards finalizing the policy in the first quarter of 2019 an exact timeline and implementation plan will depend on the results of the consultation.

As a reminder, the proposed policy as currently drafted suggests a phased and incremental approach to implementation which would likely take place over a number of years.

#### Launch of a CIHR Research Data Management learning module

CIHR has developed a learning module focused on key themes, challenges, and considerations in RDM. This module includes information, tools and additional resources to support effective RDM practices. It was designed in anticipation of the upcoming RDM policy and to support priority driven funding opportunities that encourage and/or require inclusion of RDM considerations.

The [module \(en français\)](#) – now live and available on [CIHR's health research data \(en français\)](#) website – has been developed as a compliment to the [Tri-Agency Statement of Principles on Digital Data Management \(en français\)](#), which articulates Canadian RDM priorities and funder expectations. We would like to acknowledge the Canadian Association of University Libraries (CARL) – Portage Network for their support in developing this resource.

#### **6. Varia**

One member asked for an update on the new Grants Management System (GMS) and Research Portal. A new Project Executive will be nominated shortly. More will details will be provided as they become available.

#### **7. Adjournment**

The next University Delegates meeting will be held on November 1, 2018.

The Chair thanked everyone for their participation, and adjourned the meeting at 1:20 p.m. ET.