

SCHOLARLY ACTIVITY STEERING COMMITTEE MEETING

Friday, February 4th, 2011 from 10:00 to 11:30 hours

Meeting Room B144

MINUTES

(as Amended @ February 25, 2011 Meeting)

Present: John Belshaw, Janet Douglas, Martin Gerson (Chair), Margaret Heldman, Ian Humphreys, Cheryl McKeeman, Wanda Pierson, Scott Plear, John Russell, Kelly Sveinson, Margaret Lerer (Notes)

Absent: Stan Copp, Stéphane Guerraz, Scott Plear

1. Opening Remarks:

Martin Gerson opened the meeting at 10:08am. He thanked everyone for agreeing to be on this committee and then initiated introductions around the table.

A thorough and complete discussion ensued and the following points were made:

- a) a major goal of the college for the next year is to put research in a more solid footing at Langara;
- b) another major goal in the next months is to get eligibility to administer such research grants, which are generally referred to as NSERC eligibility or Tri-Council eligibility and it appears that NSERC seems to have become the gatekeeper for the three major research funding councils.
- c) the ("ACCC") Association of Canadian Community Colleges, of which we are a member, along with almost all colleges and new teaching universities in BC, has in the last few years worked with the funding councils, particularly with NSERC, to get funding for applied research, specifically applied research done by people at community colleges and working through community colleges and there is this growing pot of money available.
- d) a committee will be created that would effect a committee-purposeful project -and all members were invited because in one way or another the committee members are all involved in and/or interested in the whole research business from one point of view or another and represent the various different parts of the college.

2. Review and Adoption of Terms of Reference

The draft Terms of Reference was reviewed and discussed in depth and the following points were made:

- a) most of the work in putting this document together was done by John Belshaw and Margaret Heldman. Marg started working on this last spring and summer and John was brought into it as soon as he arrived in the fall he had had this experience going through a similar process at North Island College and that was really valuable to us.
- b) the committee membership would be evolving over time, i.e. currently the people with expertise and the interest in putting together the NSERC application and later College Advancement should be on the steering committee so that the partners we will be looking for when we fill out requirements for research funding will be available to us.
- c) **it was agreed that the words “or delegate” are to be added to the Draft Terms of Reference under Item 3. Membership_ Item c). Chair, Langara Research Committee or “delegate”.**
- d) **it was agreed that a Library representative will be added to the committee and Martin Gerson will review with Ian and Grace who the appropriate person from the Library will be.**
- e) **on the Terms of Reference document – under the heading Membership add Item g) and the words “Professional Librarian”.**
- f) **on the Terms of Reference document under the heading Purpose the words “and maintenance” to be added as follows: “The SASC exists to support the development and maintenance of a flourishing scholarly activity and research culture at Langara.”**
- g) **it was then agreed that the Terms of Reference will be reviewed in September with respect to election of faculty to the committee.**

3. General Overview of Tasks for SASC

The past chairman of the SASC, Martin Gerson delegated the chairmanship role to John Belshaw who accepted this role.

John Belshaw then initiated a thorough discussion and review of tasks for the SASC and noted the following:

- a) It was noted that the make-up of the whole Tri-Council includes the following:
 - i) the National Science and Engineering Research Council that’s NSERC (by far the most important),
 - ii) the Social Sciences Humanities Research Council or SSHRC which takes care of most of the Arts, including some ~~fine~~ Fine arts Arts research, business and education research now, and,
 - iii) Canadian Institutes of Health Research, CIHR. There is also the CFI the Canadian Foundation for Innovation ~~and together – what you have and what do we want.~~

- b) It was agreed that the plan is to build awareness at the institution of what it is we are doing and the prospects for applied research and applied scholarly activity here and creating an environment where people feel that that is a positive thing.
- c) It was then noted that a specific task would be identifying what is going on currently about the college in terms of research.

5. Discussion of Preliminary Research Plan

John Belshaw initiated discussion and review of the Preliminary Research Plan. After thorough review the following points were made:

- a) **It was agreed that the wording on the Preliminary Scholarly Activity & Research Plan – third paragraph is to be amended as follows: “*The plan has the following principal objectives.*”**
- b) **It was agreed that the wording on the Preliminary Scholarly Activity & Research Plan 2011, Second Paragraph, First Sentence “*To be clear, Langara College is principally a teaching centred institution.*” *Is to be reviewed and amended/replaced by John Russell.***
- c) It was agreed that John Russell and John Belshaw are to coordinate a review of/and amendment to the Preliminary Scholarly Activity and Research Plan. John Russell will forward his amendments and/or suggestions to John Belshaw for inclusion in the final document.
- d) It was agreed that the **Preliminary Scholarly Activity Plan 2011 – Page 2, Item e) would be amended as follows “as well as tenure committees and promotion committees”.**
- e) **It was agreed that the Preliminary Scholarly Activity Plan 2011, page 2, Amend Item j) as follows Developing and sharing new educational programs or services.**
- f) John Belshaw noted that there will be a National Symposium of the ACCC held in Victoria in late March and members of the committee were invited to attend.
- g) **It was agreed that the first sentence of Paragraph 4 of the Preliminary Scholarly Activity & Research Plan 2011 “Scholarly activity can involve a variety of different activities, some of which may fall outside the role and function of the College.” Is to be deleted.**
- h) **It was agreed that the second sentence in the fourth paragraph of the Preliminary Scholarly Activity & research Plan 2011 is to be amended to read “Langara is specifically concerned with supporting scholarly activity in the following areas.”**
- i) It was noted that the committee will be following the Tri-Council statement to inform revision of our document.

6. Tri-Council Eligibility: Discussion of Current Tasks (Process)

- a) John Belshaw noted that this is essentially an over-write of the NIC document in many respects and clarified the contents of this document as follows:
 - i) a statement of institutional commitment,
 - ii) a statement of facilities,
 - iii) a statement regarding direct budgets.
- b) It was then noted that there are three policies contained in the in the Tri-Council document package as follows:
 - i) Integrity in Research Policy,
 - ii) Conflict of Interest Policy and
 - iii) Research Involving Living Human Subjects Policy.
- c) The fourth policy is Intellectual Property which is not part of the package but is important to have. This policy can be put on a side track for the time being.
- d) **It was agreed that these policies are to be reviewed by all to identify conflicts with our existing policies.**
- e) It was noted that a new version of the Tri-Council document which was adopted in December will be reviewed for substantial revision at the DDC meetings.
- f) It was noted that the LC-REB is to be responsible to the highest authority, i.e. the president and/or the Board of Directors.
- g) **John Russell and Janet Douglas agreed to work on the Research Ethics-Research Involving Humans portion of the document.**
- h) **Kelly Sveinson and Wanda Pierson agreed to work on Conflict of Interest**
- i) **Margaret Heldman and Cheryl McKeeman agreed to work Integrity in Research portions of the document.**
- j) **John Belshaw has advised that has investigated and advised that the college does not have access to a Sharepoint site.**
- k) When tracking changes to this document ensure that you have changed the user name under the "Tracking" function to your name from Langara which is the default.

Meeting Adjourned at 11:38am.

Next Meeting Date: Friday, February 25th, 2011