

**SCHOLARLY ACTIVITY STEERING COMMITTEE MEETING (SASC)**

**Thursday, February 4, 2016**

**12:30 p.m., Room B236**

**MINUTES**

Present: Leelah Dawson, Janet Douglas, Margaret Heldman (Chair), Ian Humphreys, Lynn Kitchen, Indira Prahst, Kelly Sveinson, Heather Workman, Kerry Hall (minutes)

Regrets: John Falcus, Vivian Feng, Julie Longo, Wanda Pierson, John Russell, Suzi Webster

Guests: Marlene Dong, Kevin Smith

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The meeting was called to order at 12:30 p.m.

**1. Approval of Agenda**

The Feb. 4, 2016 agenda was approved with the following addition: 8.5 Fluid Survey.

**2. Approval of the Minutes**

To approve the minutes of the meeting held on January 15, 2016, as presented.

**Moved:** J. Douglas; **Seconded:** L. Dawson  
**CARRIED**

**3. Action Items from Previous Meeting**

**Action Item # 1:** A visit to CityStudio will be scheduled for representatives from SASC and faculty who are interested to explore any potential applied research projects through partnership with CityStudio.

Margaret Heldman is still working on a site visit to CityStudio for interested faculty members. Heather Workman has looked into planning a targeted trip for the summer.

**ACTION: M. Heldman / H. Workman**

**Action Item # 2:** A list of problems identified re: CityStudio projects, a list of previous projects and a sample project would be provided by Jeanie to the committee for reference.

Kelly Sveinson contacted Jeanie Morton about the list of problems which he sent to a few faculty members. He will forward it to Kerry Hall/Veronica Yeung for circulation to the SASC.

**ACTION: K. Sveinson**

**Action Item # 3:** SASC will continue the discussion with various departments/faculty to explore potential partnership opportunities with CityStudio re: applied research projects.

Kelly Sveinson is in the process of talking to people.

**ACTION: K. Sveinson**

**Action Item # 4:** The promotional video is to be posted on SASC Webpage for general viewing.

The video hasn't been received yet. Update at next SASC meeting.

**ACTION: H. Workman/M. Dong**

**Action Item #5:** Completed. H. Workman provided M. Heldman with the estimated number of work hours for the Event Coordinator.

**Action #6:** Completed. M. Heldman submitted a request on behalf of SASC for additional resources for the Spring 2016 Scholarship Café.

#### **4. Spring 2016 Scholarship Café**

The event will take place Thursday, March 31. John Falcus and Heather Workman will lead the effort. Yasmine Esmail will be stepping in to support it, while Veronica Yeung will take a lesser role. Kevin Smith has been hired as the Event Coordinator. For the spring event, it will be a little shorter, starting with a faculty member showcasing their research in a 30- to 45-minute presentation, then the rest of the booth will be open for perusal. Tentatively, the schedule is from 11 a.m. to 3 p.m.

**Action Item # 1:** Announce the date/time to faculty.

**ACTION: M. Heldman**

**Action Item # 2:** Track the projects as faculty come forward.

**ACTION: Y. Esmail**

**Action Item # 3:** Heather Workman, John Falcus, Lynn Kitchen, and Kevin Smith will meet on Feb. 5 to review spreadsheet.

**ACTION: H. Workman, J. Falcus, L. Kitchen, K. Smith**

**Action Item # 4:** Heather Workman, Lynn Kitchen, Marlene Dong and Kevin Smith will meet the week of Feb. 8 to discuss the event.

**ACTION: H. Workman, L. Kitchen, M. Dong, K. Smith**

#### **5. Research and Scholarly Activity Fund (RSAF) – Nov 16 & 24, 2015 Sessions Evaluation**

Margaret Heldman reported that two lunch and learn sessions took place at TCDC. A number of junior faculty were trying to find a way to get their research kick-started. As the fund is only for regular faculty, she suggested they find someone to partner with. Heather Workman noted this would be a good way to keep new faculty engaged and retain them at Langara as other institutions, such as Kwantlen, have incentives to do so.

#### **6. Research and Scholarly Activity Fund (RSAF) - update**

Margaret Heldman reported that faculty members have started to spend their awards and projects are moving ahead. She suggested inviting the faculty members discuss their projects at a future SASC meeting.

#### **7. Community and Industry Research Centre (CIRC) Coordinator - update**

K. Sveinson, CIRC Coordinator distributed two written reports outlining his recent activities. For the past five weeks, he has been focussing on getting in touch with people about potential projects. One project is going to apply for a NSERV Engage grant. He also attended the BC Tech Summit to meet with potential sponsor/donor companies. With the help of the LSM, applied research at Langara was mentioned in an ad placed in BC Business magazine.

#### **8. Survey Management Governance Membership**

This item was postponed to the next committee meeting.

**AGENDA: March 2016**

#### **8.5 Fluid Survey**

Janet Douglas mentioned that Langara has adopted this tool on a campus-wide basis to collect data. It may be useful to faculty who've received funding for some project. The College has a number of user licences available. It's easy to use with a nice interface plus the data is housed in Canada. Larry Xiong and Patricia Cia vet requests for access.

#### **9. WACE Second International Research Symposium in June @ University of Victoria**

Leelah Dawson encouraged people from other disciplines to attend this upcoming symposium. Some faculty members from the Co-op program are attending but it could be useful for others as it focuses on work/education integration models and what works/doesn't work. The committee noted that sources of funding may need some looking into to cover registration fees. It may be cost effective for Langara to become a member, if it isn't at the moment, as the registration fees are quite a bit lower as a result.

**Action Item # 5:** Find out Langara's membership status with WACE.

**ACTION: H. Workman**

#### **10. Chair's Report**

Margaret Heldman reported she and Colin Ewart met with the Assistant Deputy Minister from Western Economic Diversification on behalf of BCARIN to discuss how to position the network across the province. They also talked about a pilot project on green technology.

She has also made three requests for budget enhancement for the SASC: for ongoing funding for the half-time CIRC Coordinator; for additional funding for the RSAF for summer and fall; for a small operating budget for the Scholarship Café.

#### **11. Date of Next Meeting**

The next meeting is on Friday, March 18, 9:00-10:30 a.m. in room B144.

#### **12. Adjournment**

The meeting adjourned at 1:15 p.m.