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

**June 16, 2017 Friday**

**9:00 am in Room T228**

**M I N U T E S**

Attendees: John Falcus, Julie Longo, Kelly Sveinson, Lynn Kitchen, Margaret Heldman (Chair),

 Margo Nelson, Vivian Feng, Veronica Yeung (minutes)

Regrets: Bridget O’Donnell, Heather Workman, Ian Humphreys, Indira Prahst, John Russell,

 Philip Robbins, Wanda Pierson, Wendy Weston

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The meeting was called to order at 9:00 am.

1. **Approval of Agenda**

The agenda of was approved by consensus with an addition of:

5.5 RSAF 201730 – Dates for Fall 2017 RSAF Call-Out Announcement

1. **Approval of the Minutes**
The minutes of the meeting held on May 18, 2017 were approved by consensus.

**Review of Action Items of May 18, 2017 meeting:**

At the previous meeting, the revised Implementation Plan was presented to the committee for discussion on the strategic plan deployment tasks. At this meeting, the various work groups reported out on their work progress. W. Weston provided a written report for the committee.

**Development and Deployment of a Social Media strategy**:

Action Item #1: J. Falcus and L. Kitchen to work with W. Weston to develop and deploy a Social Media strategy.

J. Falcus reported the work group met to discuss on the Social Media strategy (J. Falcus, L. Kitchen, W. Weston) and Jarrett Vaughan, LSM instructor was also invited to the meeting to share his knowledge on social media strategy. The summary of the discussion was captured in the 1-page document re: “Scholarly Activity/Applied Research Social Media Campaign - Draft” which was distributed to the committee at the meeting for comments and discussion. The main contents of the document are as follows:

3 Target Audience – with Objectives:

* Students – to increase awareness and interest in applied research
* Faculty – to increase awareness and interest in applied research; funding opportunities for applied research and to encourage faculty to incorporate applied research into the curriculum where appropriate
* Business Community – to raise Langara’s profile as a potential partner for applied research projects in the local business community (Suggestion: to include non-profit community as well)

3 Phases – with Tasks:

Phase 1 - Enhance Current Scholarly Activity Website

* Review current structure of Scholarly Activity Website
* Consider more prominent placement of IDEAlogue content
* Convert IDEAlogue content into dynamic web-based hub for social media sharing functionality

Phase 2 – Develop Student & Faculty Social Media Strategy

* Create monthly social media content schedule for engagement with new web-based hub
* Leverage past IDEAlogue content to tie-in with trending topics
* Utilize current social media vehicles to engage audience & build website traffic
* Adopt ongoing social media promotion to enhance student and faculty engagement
* Consider email blast to faculty with link to IDEAlogue web space to replace hardcopy
* Consider PDD Co-Op student or SWAP student to assist with content development/scheduling for social media promo of new web-based IDEAlogue

Phase 3 – Develop business community Social Media Strategy

* TBD

Key points of discussion and suggestions re: Social Media strategy are as follows:

* What is the intended message we are attempting to send out?
* How to attract or engage faculty who will be interested in doing applied research?
	+ Release time, incentive, award, great opportunities to collaborate with peers, charitable contribution, social connection
	+ Incentive – prizes – awards – any ideas or suggestions should be forwarded to M. Heldman.
* How to keep those faculty members who have already engaged in applied research?
* Who are our target faculty?
	+ Faculty who are already in the research work and will bring their research work to their teaching (smaller group within the Langara community)
	+ Faculty who have cultivated a personal initiative, reflects their value in applied research (smaller group of the Langara community)
* Integrated Learning approach: integrate teaching and learning with applied research and scholarship - SASC is an important part of the academic area of the College.
* Target: Business Community – it was suggested that non-profits community should be added.
* Teaching & Learning: partnership with TCDC – to promote teaching & learning, to encourage faculty in making teaching more exciting and interesting and to develop an intellectual connection with applied research.
* Increase level of awareness and raise our profile in applied research – showcase our scholarly & applied research work of Langara to the community.
* Budget – M. Heldman (lead)
* The need to find assistance with content development/scheduling for social media promo of new web-based IDEAlogue.
	+ The work group (J. Falcus and L. Kitchen) expressed great disappointment that C&M will not be able to provide assistance with content development and scheduling for social media promo of new web-based IDEAlogue – suggestion to use SWAP or PDD Coop students for assistance.
	+ A suggestion was made to seek assistance from Journalism students.

**Action Item # 1: J. Longo will contact Eiffe Klein, Department Chair, Journalism for assistance.**

**ACTION: J. Longo/J. Falcus**

**Action Item # 2: J. Falcus and the work group re: Social Media Strategy will provide more updates at the next meeting in September.**

**ACTION: J. Falcus/L. Kitchen/W. Weston**

**AGENDA: September 28, 2017**

**Website Update**:

Action Item #2: K. Sveinson reported the RSAF information will stay on the i-Website for now. The work group will continue to look into the issue and to coordinate efforts with the Social Media strategy work group re: website update/development.

**Website Content Management Training:**

Action Item #3: K. Sveinson reported that training has been arranged for V. Feng and K. Sveinson on June 16. More updates will be provided after the training has been conducted.

**FY18/19 Budget Building:**

Action Item #4**:** Completed - M. Heldman reported that budget addition request has been submitted for the on-going 2/3 FTE CIRC faculty coordinator position which has provided great value to the committee and faculty in the college.

**Recognize and celebrate successes of individual’s scholarly activity and research:**

Action Item #5: M. Heldman and J. Longo has worked on a draft revision to Policy D1003 Recognition & Achievement Awards, including the procedures document to include a fourth category i.e. Scholarship. The revision is in support of the strategy to increase the profile of Scholarship at Langara. Dawn Palmer, VP responsible for policy at Langara is very supportive of the award: $2000 PD fund – to be used within the same fiscal year.

The document is being reviewed by to W. Pierson, J. Russell and K. Sveinson for comments. The committee will expect to receive the revised document for review and approval at the next meeting in September.

**Action Item # 3: M. Heldman will forward the revised document to the committee for review and approval at the next meeting in September.**

**ACTION: M. Heldman**

**AGENDA: September 28, 2017**

**Publish of Idealogue and monthly mini-story via social media:**

RSAF reports will be made available externally and can be published via Idealogue /Social Media.

Action Item #6: W. Weston advised the RSAF reports she received from B. O’Donnell are not sufficient to write stories. In order to proceed, Wendy will send a word document with questions to be answered by the Project Lead, in place of interviewing each Project Lead. The Project Lead will also need to provide photographs of the project in progress (in consultation with her if required). Once the questions have been answered, and photos received, then, she will write the story provided there is sufficient content for a story.

It was decided that Wendy will prepare questions for RSAF researchers to answer. Those answers to the questions will populate the IDEAlogue. Upon completion of the RSAF projects, the researchers will be asked to answer Wendy’s questions which will be in a template (instead of writing a report which we currently do).

**Action Item # 4: Wendy will prepare questions for RSAF researchers to answer (template). The answers will populate the IDEAlogue.**

**ACTION: W. Weston**

**Action Item # 5: B. O’Donnell will send out the template to RSAF researchers by mid-August.**

**ACTION: B. O’Donnell**

**Presence of Langara researchers at APAG Conference:**

Action #7: W. Weston raised the issue at the debrief meeting of APAG conference on June 13 and the idea was met with enthusiasm. Regarding how to increase presence at APAG conference, she suggested perhaps a second showcase of the projects that would fit within the APAG Conference theme.

There was a need for a member of the committee to act as a liaison person with APAG.

1. **Community and Industry Research Centre (CIRC) Coordinator – Updates**

K. Sveinson referred the committee to his June report which was distributed at the meeting outlining the main projects status and other attended events, meetings and initiatives from May 18, 2017 to June 15, 2017.

**Main projects status:**

* Standards for Hospital Food Services, with J. Sorensen via Can. Found. Dietetic Res. – Accept: Not funded, pivot to NSERC Engage
* Nutrient Recovery, with Muddy Waters Tech, Via BCIC Ignite – invited to full proposal stage – Accept: Decision – June 30
* Ocean Plastic, Heiltsuk Nation and 3D printing with P. Robbins via SSHRC Connections/Partnership Engage – submit: Refocus with Haida Gwaii partner
* Biochar applications, with Cantimber Biotech and Frank Williams via NSERC Engage – Status: Submit – Moving forward : Add partner: Professor Ellis, UBC Engineering
* Bioinformatics in brewing, Big Rock Brewery, Salt Spring Wild Cider, etc. Dave Anderson, Ji Yang via NSERC Innovation Enhancement ($200K) – Status: Submit – making progress: Add NSERC Engage
* Virtual Reality in Nursing Education, with Conquer Mobile, Wanda, Dionne, Kim and Jason – will report on after a visit to the Surrey facilities to explore any potential opportunities.

**Other attended events, meetings and initiatives from May 18, 2017 to June 15, 2017:**

External networking meetings:

* Rizwan Kheraj, partnership opportunities for WMAD
* BC Applied Research and Innovation Network, Steering Committee meeting, Comox
* Angela Roberts, Conquer Mobile re: Virtual Reality and Nursing Education

Internal networking meetings:

* Ian McBain, Tomo Tanaka, Jason Madar re: WMAD partnership opportunities
* Wanda Pierson, Dionne Ng, Kim Lam re: Virtual Reality and Nursing Education
* Clayton Munro, Patty Aroca-Ouellette, Mental health and research at Langara
	+ Suggestion was made to utilize the existing skills and cultivate expertise within the college instead of using external consultant for the project.
	+ K. Sveinson and M. Nelson will work together to approach the departments which have curriculum in mental health: Health Sciences, Psychology and Nursing. Any faculty who are interested in the project should approach Clayton Munro.
* Dave Anderson and Ji Yang, re: Bioinformatics and brewing

Other action

* Served as a reviewer for ARD3 proposal from another college.

New SSHRC Grant category is now live:

* SSHRC Partnership Engage Grants provide short-term and timely support to partnerships between a postsecondary-based researcher and a single partner organization from the public, private or non-profit sector.
* Partnership Engage Grants are expected to respond to the objectives of the Insight program and the Connection program. They provide short-term and timely support for organization from the public, private or not-for-profit sector. The small-scale, stakeholder-driven partnerships supported through the Partnership Engage Grants are meant to respond to immediate needs and time constraints facing organizations in non-academic sectors. In addressing an organization-specific need, challenge and/or opportunity, these partnerships let non-academic organizations and post-secondary researchers access each other’s unique knowledge, expertise and capabilities on topics of mutual interest.
* SSHRC welcomes applications involving Aboriginal research, as well as those involving research-creation.

Application Deadline (8 pm Eastern) – September 15, December 15, March 15 and June 15

M. Heldman thanked K. Sveinson for his continued efforts in identifying potential projects and funding opportunities for Langara.

1. **RSAF Budget – Proposal**

K. Sveinson asked for feedback and suggestion from the committee regarding the right kind of research projects for the left-over RSAF funds.

Some suggestions for consideration are as follows:

* Enhance capacity-building in community-based research
* Social Innovation - Non-profit – need to find the right kind of project
* What are the tangible benefits to faculty and students? What are the potential outcomes of the projects?
* Growth areas: e.g. First Nations, Mental Health
* How to engage faculty to further develop their research? e.g. release time?
* How to overcome the barrier of faculty engaging in Applied Research?
* NSERC Engage? Relationship-building
* Indira Prahst – potential lead for building collaborative partnerships with non-profits

**Action Item # 6: K. Sveinson will work with M. Nelson and I. Prahst to bring back a proposal for consideration to the committee at the next meeting in September.**

**ACTION: K. Sveinson**

**AGENDA: September 28, 2017**

1. **Spring 2018 Scholarship Café – Confirmed date: March 29, 2018 Thursday**

It was agreed the Spring 2018 Scholarship Cafe will be held on March 29, 2018. The venue (T Gallery) was confirmed and Kevin Smith will be the event coordinator. M. Heldman will make the announcement at the DDC Meeting.

**Action Item # 7: Announcement for the Spring 2018 Scholarship Café will be sent out via Chairslist & By the Way.**

**ACTION: B. O’Donnell**

**5.5 RSAF 201730 – Dates for Fall 2017 RSAF Call-out Announcement**

The committee supported the following deadlines for the call for proposal re: Fall RSAF 201730 which was presented to the committee by M. Heldman:

* Announcement-call out for proposal: August 15 & September 5, 2017
* Deadline for submission: September 11, 2017
* Adjudication: the week of September 12-15
* Announcement of results: September 15, 2017

**Action Item # 8:** **Announcement for the Fall 201730 RSAF will be sent out before end of June.**

**ACTION: B. O’Donnell/V. Yeung**

1. **Chair’s Report**

M. Heldman thanked everyone for attending the meeting. Veronica will be retiring from the College by end of August and Bridget will take on the note-taking responsibility for SASC meeting.

1. **Date of Next Meeting:** September 28, 2017 Thursday at 9:00 am in B236
2. **Adjournment**

The meeting adjourned at 10:25 am.