

General Faculties Council  
**RESEARCH AND SCHOLARSHIP COMMITTEE**  
Approved Minutes

Meeting 27  
January 24, 2017, 2:00 – 4:00 p.m.

A167

***Voting Members***

John Reynolds, Co-Chair Designate  
Nancy Arthur, Academic Co-Chair  
Thomas Baumgartner  
Thomas Hickerson  
Tom Keenan  
Andy Knight  
Hermann Schaetzl  
Tannin Schmidt  
Run Ze Yang  
Lisa Young

***Non-Voting Members***

Jeremy Haasdyk  
Hamid Habibi  
Anne Katzenberg  
Rose Tobias

***Secretary***

Susan Belcher

***Scribe***

Elizabeth Sjogren

***Regrets***

Alicia Lunz  
Alan McLuckie  
Michael Nesbitt  
Joseph Sparling  
Karen Then  
Roger Thompson  
Alain Verbeke  
Gerald Zamponi

***Guests***

Will Fiebelkorn, Privacy and Records Officer, Cumming School of Medicine – present for Item 4  
Jo-Ann Munn Gafuik, Senior Specialist, Policy & FOIP – present for Item 4  
Suzzi Sethi, Legal Counsel – present for Item 4

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The Co-Chair called the meeting to order at 2:01 p.m. and confirmed quorum.

**1. Approval of the Agenda**

**Moved/Seconded**

That the Agenda for the January 24, 2017 Research and Scholarship Committee meeting be approved.

**Carried**

## **2. Remarks of the Co-Chair and Academic Co-Chair**

The Co-Chair included the following in his remarks:

- Jeremy Haasdyk was welcomed to his first Research and Scholarship Committee (RSC) meeting
- The Vice-President (Research) has designated John Reynolds, Associate Vice-President (Research), to continue co-chairing the RSC meetings for the foreseeable future
- As part of the MacKimmie Tower decanting Information Technologies and Research Services will move to the Smart building, and Graduate Studies and the Postdoc Office will move to the Earth Sciences building
- The University will be submitting two letters of intent (phase 1 of the application process) to the Canada Excellence Research Chairs program, one in the subject area of inflammation and the other in the subject area of concussion
- The University has applied for seven Canada Foundation for Innovation grants. The projects chosen to move forward relate to the University's strategic research themes, and include projects relating to Canadian Space Agency imaging, unconventional oil and gas, and refined hemodialysis.
- Laura Kilcrease has been announced as the new Alberta Innovates CEO
- The University's 2017 Employee Engagement Survey has gone out, and members of the campus community are encouraged to participate

In response to questions, it was reported that:

- As part of the move of Research Services to the Smart building, a framework will be developed to facilitate work with this unit
- Members of the Energizing *Eyes High* Strategic Oversight Committee could be invited to an RSC meeting to talk about the feedback received relating to research and post-doctoral scholars
- It is not yet known how much funding the Alberta Innovates summer studentships program will receive for 2017

The Academic Co-Chair observed that researchers are curious about the University's new practices for data management and storage, and so today's agenda item on the University's Data Management Plan is welcome.

## **3. Approval of the November 22, 2016 Meeting Minutes**

Documentation for this item was circulated with the Agenda.

### **Moved/Seconded**

That the Minutes of the Research and Scholarship Committee meeting held on November 22, 2016 be approved.

**Carried**

## **4. Information Asset Management Policy**

Documentation for this item was circulated with the Agenda. Will Fiebelkorn, Privacy and Records Officer,

Cumming School of Medicine, Jo-Ann Munn Gafuik, Senior Specialist, Policy & FOIP, and Suzzi Sethi, Legal Counsel, presented this item.

Highlights:

- The proponents spoke of the importance of record keeping at the University, including information records relating to business operations, teaching, scholarly, research, and clinical activities
- The proponents reviewed the existing policies that will be replaced by the new Information Asset Management Policy (IAMP), and outlined the roles of the information trustee, custodian and steward under the IAMP
- During discussion, the Committee observed that it will be necessary to clarify what kind of support the University will provide under the Information Management Program, and emphasised the need to avoid downloading a significant administrative burden onto researchers. The proponents reported that companion documents, including an Information Asset Management Procedure, will be developed to address details like this.
- In response to questions, it was reported that:
  - The IAMP will not impact researchers' intellectual property rights, as Scholarly Information Assets (relating to teaching, scholarly, research or clinical activities) are protected as intellectual property
  - Researchers will have an obligation to demonstrate that their records are held securely, but will not be required to place their records in a University repository
  - Researchers will be able to control who has direct access to their data
- It was suggested that the composition of the membership of the Information Asset Management Committee, as set out in the IAMP, include representation by a member of the Faculty Association
- The proponents invited that any additional feedback be sent directly to them

## 5. Data Management Plan

Documentation for this item was tabled at the meeting. Thomas Hickerson, Vice-Provost (Libraries and Cultural Resources) and University Librarian, presented this item.

Highlights:

- The presenter reviewed the document *Research Data Management: Draft Guidelines & Recommended Practice*, and reported that the goal of the guidelines is to provide an outline of recommended practices for managing research data
- The presenter referred the Committee to the website <http://libguides.ucalgary.ca/dataguide>, which provides detailed information on the Data Management Guidelines, and reminded the Committee that support for creating individual project data management plans is available from the Coordinator, Research Data and Visualization, Libraries and Cultural Resources
- The Committee generally discussed the phases of a research project (grant application through publication) and the associated data management process, including the need to consider ethics, means of data storage, consistent file naming, file types, metadata, and preservation strategies
- The presenter reminded the Committee that the University hosts a free data repository and has a fund to assist researchers with open access publishing fees

- The Committee discussed whether data must be made publicly available if a researcher will be using the data for a future project, and when data must be made available after a project is completed
- In response to questions, it was reported that:
  - It is hoped that the Tri-Council will provide standards for the metadata for open access data
  - Individual researchers will be responsible for creating appropriate metadata
  - Some aspects of research data may be copyrightable, or it may be possible to embargo data for a period of time
  - How data is made publicly available can vary. For instance, a researcher can require others to request their data rather than simply making it available for download.
  - It may be possible for researchers to track who is accessing their openly available data
- The Co-Chair remarked that this subject will be discussed by the Committee again in the future

## **6. Other Business**

In response to a question, the Committee received a report from Tom Hickerson, Vice-Provost (Libraries and Cultural Resources) and University Librarian, on the recent decision by Libraries and Cultural resources (LCR) to cancel some of the University's journal subscriptions including many from the prominent Taylor & Francis publisher. The Committee learned that a number of factors led to this decision by LCR, including repeated increases to subscription costs, the value of the Canadian dollar, and changes to the subscription bundling options.

The Committee was informed that the University still has access to 93 of the 100 journals identified as being the most frequently used by members of the campus community, and that LCR is pursuing individual subscriptions to the remaining 7 journals.

The Committee was asked to respond to the recently-circulated national survey regarding journal usage, so that LCR can continue to make informed decisions regarding the journals to which the University subscribes.

## **7. Adjournment**

The January 24, 2017 meeting of the Research and Scholarship Committee was adjourned by consensus.
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The meeting was adjourned at 4:01 p.m.