

General Faculties Council
RESEARCH AND SCHOLARSHIP COMMITTEE
Approved Minutes

Meeting 42
April 23, 2019, 2:00 p.m.

A167

Voting Members

Robert Thompson, Co-Chair
Andy Knight, Academic Co-Chair
Elena Favaro
Tom Keenan – absent for Items 5, 6, 8 and 9
Jessica Revington
Sylvie Roy
Cathryn Ryan
Annette Timm
Robin Yates

Non-Voting Members

Hamid Habibi

Secretary

Susan Belcher

Scribe

Elizabeth Sjogren

Regrets

Jeremy Haasdyk
Regine King
Dawn Kingston
Seok-Woo Kwon
Raylene Reimer De Bruyn
Mary-Jo Romaniuk
Hermann Schaetzi
Roger Thompson
Rose Tobias
Gerald Zamponi

Guests

Andrew Goddard, Legal Counsel – for Item 5

Observer

Kevin Dang, incoming Students' Union Vice-President (Academic) – left during Item 5

The Co-Chair called the meeting to order at 2:09 p.m. and confirmed quorum.

1. Approval of the Agenda

The Co-Chair reported that Andre Buret, Interim Vice-President (Research), and Les Tochor, Associate Vice-President (Finance), will not be attending for Items 4 and 6, as indicated on the Agenda, and reported that Item 7 will be addressed before Tom Keenan needs to leave the meeting.

Moved/Seconded

That the Agenda for the April 23, 2019 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:

- Elena Favaro, Graduate Students' Association, and Jessica Revington, Students' Union, were thanked for their service on this occasion of their last Committee meeting
- The Research Management System will begin release in June 2019 and will be fully implemented by August 2020
- Many of the University's researchers were successful in receiving the recently-announced Social Sciences and Humanities Research Council and Natural Sciences and Engineering Research Council grants
- The University's researchers have received twelve New Frontiers in Research Fund grants, which is many more than hoped for

In response to a question, it was confirmed that the University's Canada Research Chair renewals are going well, and that the University is in excess of its equity, diversity and inclusion targets.

The Academic Co-Chair made no remarks.

3. Approval of the March 26, 2019 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 March 26, 2019 be approved.

Carried**4. CIP: Appendix C: Research, Applied Research and Scholarly Activities**

Documentation for this item was circulated with the Agenda. Robert Thompson, Associate Vice-President (Research), presented this item.

Highlights:

- The proponent updated the Committee on the provincial government's requirements for the Research, Applied Research and Scholarly Activities appendix of the University's annual Comprehensive Institutional Plan (CIP)

- The proponent reported that a section on ‘social innovation’ is being added to the document, and will be included when this item returns to the Committee at its May meeting
- The Committee then reviewed the current draft document, and discussion included:
 - The statement that the University estimates that “*less than 5% of the student body at UCalgary is involved in start-up companies or venture creation*” and that the University is “*evaluating ambitious targets to resource, catalyze and support... goals to transform our innovation levels by 2030.*” It was suggested the document could present the 5% as a positive statistic of involvement, rather than presenting it somewhat as a negative.
 - The statistic that “*31 graduate students (have been placed) in MITACs-administered research internships*” could be expanded to reference other internship programs at the University
 - The arts and humanities disciplines could be highlighted more within the document
 - The section regarding Economic Diversification and Job Creation could refer to the Collaborative Research and Training Experience (CREATE) program
 - The Werklund School of Education should be included in any list of Faculties involved in the Child Health and Wellness emerging research theme
 - The 2030 innovation targets illustrated on page 1 are likely to change over time
- In response to questions, it was confirmed that:
 - Internationalization and Underrepresented Learners are different appendices of the CIP. The proponent indicated that any feedback on these subjects can be sent to him and he will incorporate the ideas into the Research, Applied Research and Scholarly Activities appendix or relay as appropriate.
 - The CIP is normally posted on the University’s webpage after approval
- The proponent encouraged that any additional feedback be sent to him, and confirmed that the Research, Applied Research and Scholarly Activities appendix of the CIP will return to the Committee’s May meeting for recommendation

5. Acceptable Use of Electronic Resources and Information Policy

Documentation for this item was circulated with the Agenda. Andrew Goddard presented this item.

Highlights:

- The proponent explained that the Acceptable Use of Electronic Resources and Information Policy consolidates and aligns existing policies, and remarked that an extensive consultation process is currently underway
- Discussion included that:
 - Clarity is needed regarding what is considered to be a University “information asset”, as the phrasing “*in the custody or under the control of the University*” is inconclusive. Similarly, the definition of “electronic resources” refers to “*computers, mobile computing devices, mobile storage devices, servers, software, hardware, shared drives, systems, networks, and related equipment, facilities and infrastructure*”, and clarity is needed to ensure the understanding that this is referring to University-owned resources.

- Section 4.9, which sets out what electronic resources cannot be used to create or distribute, including unauthorized advertising material, anonymous messages, and material in violation of University policies, is too general to be useful
- Section 4.3, which sets out the circumstances in which incidental personal uses of University electronic resources are allowed, is similarly not practically useful, as a limit for how many incidents may occur is not set. In addition, many members of the University community use personal devices for work and personal activities, and so it appears that breaches of the policy could be common.
- Consent must be given, or, in limited circumstances, permission must be granted by the General Counsel, before a user's communications or storage can be monitored
- Because the wifi infrastructure is considered to be a University resource, consideration needs to be given to what students living in Residence can and cannot do, and this should be explicitly set out in the Policy
- Section 4.10 prohibits "*introducing or propagating any malicious code, 'virus' or software designed to damage, infiltrate, or otherwise hinder*". Some researchers write malicious code as part of their research, and the Policy should note that this is an exception.
- The definition of "personal information" indicates that this includes a person's name, address and telephone number. The University Directory makes this information, in the University context, publicly available, and so the Policy should be clear that this is not referring to a person's University address or telephone number.
- The Health Information Asset Management Policy, which is currently in development, should be referenced in section 6 (Related Policies) once approved
- Researchers follow professional rules regarding the storing and sharing of information
- In response to questions, the presenter explained that, as an example, a user's e-mail account belongs to the University, but it may be accessed using a personal device. Conduct under the University e-mail account is subject to the Policy but the personal device in general is not.
- The proponent indicated that, once it is approved, information about the Policy will be broadly communicated. Discussion is appropriate, but draft versions of the Policy should not be disseminated to Committee members' colleagues as the Policy is still in development.

6. Re-Launch of University Systems Enabling Research (USER)

Documentation for this item was circulated with the Agenda. Robert Thompson presented this item.

Highlights:

- The proponent reported that the USER initiative, which serves to facilitate the success of the University's researchers by establishing efficient and effective systems, has been re-launched because some issues have been identified. USER will have an oversight committee, and taskforces will be struck to address each systemic issue. Proposals for the resolution of issues will be presented to the Executive Leadership Team.
- Discussion included:
 - The membership of the USER oversight committee, which currently consists of the Associate Vice-President (Research) who also serves as the Executive Director of Research

Services, the Associate Vice-President (Finance), a Director of Research Services, the Director of Research Accounting or Financial Reporting, and all of the active USER taskforce chairs

- That the Tri-Council's new system for eligible and ineligible expenses will be principles-based, and USER could help the University community to adopt this
- The proponent reported that the Committee will receive updates on the USER initiative at future meetings

7. Report on the Information Asset Management Committee

Tom Keenan, the Committee's representative on the Information Asset Management Committee (IAMC), reported to the Committee on the work of the IAMC.

Highlights:

- The IAMC oversees the management and protection of the University's information assets, such as considering the University-wide use of Dropbox and general data governance
- Members of the IAMC raise issues of concern for discussion, such as the use of unsecure free wifi by travelling University employees
- It was reported that the Committee will be asked to appoint a representative to the IAMC at its May meeting, as Tom Keenan's current term ends June 30, 2019

8. Other Business

The Committee requested that any presentations be made available on the Committee's Desire2Learn site, and the University Secretary confirmed that this can be done, but noted that members should consider that the content of a past presentation may not be current. In response to a question, the University Secretary stated that members should ask a proponent before sharing any presentations or meeting materials with their colleagues.

9. Adjournment

Moved/Seconded

That the Research and Scholarship Committee adjourn the April 23, 2019 meeting.

Carried

The meeting was adjourned at 3:56 p.m.

Susan Belcher
University Secretary