

**University Delegates WebEx Meeting  
November 7, 2019 - 12:30-1:30 pm EDT  
CIHR Room 10-219, Ottawa, Ontario  
Minutes**

**Participants**

Chair: Pierre Côté, Director General, Operations Support

Members:	Brenda Bruner, Nipissing University; Brian Christie, University of Victoria; Chris Whitfield, University of Guelph; Christian Beaulieu, University of Alberta; Daniel Cyr, Institut Armand-Frappier; Daniel Lajeunesse, Université de Montréal; David Litchfield, Western University; David Rose, University of Waterloo; François Boudreau, Université de Sherbrooke; Frédéric Lesage, École Polytechnique Montréal; Gerald W. Zamponi, University of Calgary; Jean-François Millaire, Université du Québec à Trois-Rivière; Jennifer McGrath, Concordia University; Kristin Baetz, University of Ottawa;	Les Jacobs, University of Ontario Institute of Technology; Lisa Porter, University of Windsor; Lori Burrows, McMaster University; Marc Pouliot, Université Laval; Marilyn Hodgins, University of New-Brunswick; Rebecca Pillai Ridell, York University; Robert Bertolo, Memorial University of Newfoundland; Roger McLeod, Dalhousie University; Sandra Turcotte, Université de Moncton; Stephen Perry, Wilfrid Laurier University; Steven Smith, Queen's University; Sylvain Baillet, McGill University; Tim Takaro, Simon Fraser University; Vicki Kristman, Lakehead University.
CARA members:	Julie Stephens, University of Alberta (CARA member); Kate Keetch, Fraser Health (CARA member);	Virginie Portes, Université de Montréal (CARA member).
Institution staff:	Allison Sekuler, Research Bay Crest; Jackie Cooney-Birch; University of Manitoba; Jim Woodgett, Lunenfeld-Tanenbaum Research Institute; Leslie Copp, University of Waterloo;	Penny D'Agnone, University of Lethbridge; Rod McCormick, Thompson Rivers University; Samar Saneinejad, St. Michael's Hospital;

<p>Regrets:</p>	<p>Ali Jenabian, Université du Québec à Montréal;          Andrea Lawrance, Carleton University;          Asaf Gilboa, University of Toronto;          Brenda Smith-Chant, Trent University;          Brenda Meyer-Burt, University of Saskatchewan;          Costin Anotnescu, Ryerson University;          Christy McTait, University of British Columbia (CARA member);          Darcy Marciniuk, University of Saskatchewan;          Dawn Whitworth, University of British Columbia (CARA member);          Deborah Zornes, Royal Roads University (CARA member);          Deanna Pong, University of Toronto;          Estelle Chamoux, Bishop’s Univeristy;          Geoff Payne, University of Northern British Columbia;          Heather Duncan, Brandon University;          Jeff Ollerhead, Mount Allison University;          Jennifer Thurlow, Capital District Health Authority (CARA member);          Jennifer Walker, Laurentian University;          Jeremy Knight, University of Toronto (CARA member);          Judith Chadwick, University of Toronto (CARA member);          Keeley Rose, Sick Kids Hospital;</p>	<p>Lara Boyd, University of British Columbia;          Nicole Balliet, University of Northern British Columbia;          Pat Jones, University of Alberta;          Paul Wiebe, Health Sciences Centre;          Peter L. Twohig, Saint Mary's University;          Lorraine Deydey, University of Alberta (CARA member);          Oksana Moshynska, University of Saskatchewan;          PhebeAnn Wolfram-Smith, Lake Head University;          Richard Isnor, St. Francis University;          Said Mekary, Acadia University;          Sébastien Normand, Univeristy du Québec en Outaouais;          Sunny Hartwig, University of Prince Edward Island          Stephen Waldman, Ryerson University;          Stephanie Baello, Ontario Institutes for Cancer Research;          Tania Watts, University of Toronto;          Tanya Brann-Barrett, Cape Breton University;          Tarun Katapally, University of Regina;          Tom Chau, university of Toronto;          Tova Dybvig, University of Saskatchewan;          Veronica Bacher, Mount Saint Vincent University;          Wendy Ward, Brock University;          Yvonne Myal, University of Manitoba.</p>
<p>Staff:</p>	<p>Allison Forsythe, Communications Strategist, Communications;          Chaidwick Leneis, Manager, Program Design and Delivery;          Corinne Guindon, Change Management Lead, Operations Support;          Gilles Leblanc, Change Management Advisor, Operations Support;          Ian Raskin, Chief Audit and Evaluation Executive, President’s office;          Jennifer Robson, Strategic Coordination Officer, Program Design and Delivery;</p>	<p>Joanne Simala- Grant, Subject Matter Expert, Operations Support;          Kelly Taylor, Director General, Program Design and Delivery;          Lynn Montgomery, Associate, Strategic Partnerships;          Marina Dubois, Project Officer, Operations Support;          Sandra Shimizu-Herr, Deputy CIO / Manager, Business Solutions.</p>

## 1. CIHR Update

### **CIHR welcomes new University Delegate and University Delegates Executive Committee members (UDEC)**

- CIHR welcomes a new University Delegate member, Dr. Jennifer Copeland (University of Lethbridge) and a new UDEC member, Deborah Zornes (Royal Roads University), who represents the perspectives of the CARA-CIHR working group.

### **Update on the implementation of the new Application Administration Guide (AAG)**

- The new CIHR AAG, previously known as the Grants and Awards Guide, will be live on our website on November 15, 2019.
- CIHR will be hosting four (4) 1-hour information webinars between November 15 and November 22 (2 English and 2 French), to provide an overview of the new format and layout of the AAG.
- All details, including links to register, are available on the CIHR Webinars page: <http://www.cihr-irsc.gc.ca/e/45096.html> (en français).
- Contact the CIHR Contact Centre ([support-soutien@cihr-irsc.gc.ca](mailto:support-soutien@cihr-irsc.gc.ca)) or the UD mailbox with any questions.

### **Update on the Tri-Agency Guide on Financial Administration (TAGFA)**

- The principle-based TAGFA has been finalized and was shared by email with administering institutions for distribution to their research community on Friday, November 1.
- Administering institutions (with the exception of pilot administering institutions) must continue to use the 2017 Guide, until the new Guide takes effect on April 1, 2020. This transition period (November 2019-April 2020) gives administering institutions time to review and update their policies and procedures.
- The TAGFA will be posted on the NSERC website for this transition period. When it takes full effect on April 1, 2020, it will likely have a different web location. CIHR will keep the UD network updated on this topic.
- The three (3) agencies will be hosting four (4) 1-hour information webinars between November 12 and November 15 (2 English and 2 French). These webinars will provide participants with the information they need to familiarize themselves with the principle-based approach to the TAGFA, and to understand what this transition means for them.
- All details, including links to register, are available on the CIHR Webinars page: <http://www.cihr-irsc.gc.ca/e/45096.html>.
- Additional online resources and learning materials are currently being developed to support the transition to the new Guide, in collaboration with representatives from the pilot institutions.
- Contact the CIHR Contact Centre ([support-soutien@cihr-irsc.gc.ca](mailto:support-soutien@cihr-irsc.gc.ca)) or the UD mailbox with any questions.

### **Summary of UDEC meeting in Ottawa**

- The UDEC meeting was held in Ottawa on November 5 and 6.
- Meeting covered a variety of subjects of interest to the UDs and CIHR:
  - Foundation Grant program sunsetting and the Project Grant program evolution:
    - Focused on the discussions being held with Foundation grantees and the work being completed in relation to the program sunsetting;
    - Discussed options for the evolution of the Project Grant Program, including committee mandates and options to better support programmatic research.
  - Distribution of CIHR grants and awards:
    - Reviewed data to see how Project grants and CIHR awards are distributed based on institution size (U15 and non-U15 universities) and province.
    - Shared ideas on next steps for analysis on the topic to explore whether CIHR funding is distributed equitably, as well on how this information can be shared with the community.
  - French language applications and official languages action plan:

- Discussed recent initiatives and plans to eliminate potential biases in the evaluation of French applications.
  - CIHR Strategic Plan:
    - Presented a progress update and discussed next steps as CIHR develops a new strategic plan to guide its operations and investments from 2020-2025.
    - Dr. David Rose will represent UDs at the December Summit.
  - Tri-Agency Grants Management Solution (TGMS) initiative:
    - Solicited input on current activities to inform decisions from the TGMS team on the path forward.
- Members engaged in an open discussion with Dr. Michael Strong on these and other topics of key interest.
- UDEC members are preparing a summary of highlights, including perspectives/impressions on the various topics discussed. This information is expected to be sent to you over the next two (2) weeks and will be discussed in greater detail at the December monthly meeting. Any outstanding questions and/or concerns will also be addressed.

### **Transition planning for Foundation Grant holders**

- CIHR released a message from the President on November 5 to clarify a few points related to transition planning for Foundation Grant holders. An email was also sent to the UD network with the link to the message online: <http://www.cihr-irsc.gc.ca/e/51733.html> (en français).

### **Programs Updates**

*See slides for additional information.*

- A document is currently being drafted to provide UD members with clarity on the rationale for the decision on the Canada Graduate Scholarships Doctoral (CGS-D) quotas. It will be sent to UD members shortly.

### ***Questions from members***

- One member enquired about whether there will be modifications to current committee mandates to rebalance the peer review panel composition based on the range of grants being evaluated per panel.
  - CIHR clarified that such discussions regularly take place with Chairs, Scientific Officers and Reviewers, and that modifications have already been made based on feedback received. The example provided was the Genetics and Genomics committees that were merged this competition (in collaboration with Chairs from both committees) as a result of low application pressures in each committee.
  - This competition, two other committees were examined as a result of low application pressures. More specifically, Humanities, Social Sciences, Law & Ethics in Health (HLE) and Endocrinology (E) were discussed with respective Chairs; however, it was decided to retain both committees for this competition.
  - Other changes that may occur to rebalance committees are based on “sister committees” (i.e., those committees that were previously split into two committees as a result of high application pressures). This may result in a change if application pressures drop to a point where two committees are no longer needed.
- CIHR is monitoring the reviewer workload per committee, which is similar to what we have seen in previous years along with the mandates as a whole.
  - Past updates have been provided to the UD on the on-going evolution of the Project Committee Mandates as a whole. Most recent updates pertain to a pilot being undertaken with the Institute of Neuroscience, Mental Health and Addiction pertaining to Behavioural and Neuroscience Committees.

## **2. Adjournment**

The meeting ended at 13:00. The next meeting of the University Delegates will be on December 5<sup>th</sup>, 2019.