**University Delegates Meeting
Meeting Minutes**

Chair: Adrian Mota - Associate Vice-President, Research Programs (Operations)
Moderator: Allison Jackson - Director General, Operations Support

1. **CIHR Updates**

CIHR is recruiting for the next Scientific Director of the Institute of Population and Public Health, and the closing date for applications is November 1, 2022. Link to the job poster: https://cihr-irsc.gc.ca/e/53142.html.

The Equity, Diversity and Inclusion Self-Identification Questionnaire was introduced, and it was explained that CIHR now requires peer review committee members to complete the expanded questionnaire. This task is mandatory prior to beginning peer review activities; peer reviewers will be required to complete the questionnaire before they can access applications assigned to them for review. The collection of self-identification data is essential to improving EDI across Canada's research funding system. An "I prefer not to answer" option is available for all questions.

The launch of the Clinical Trials Fund online consultation was presented. Written comments can be provided until November 23, 2022. Information from this consultation will inform additional targeted stakeholder engagement and the development of a proposal for a long-term clinical trials strategy for CIHR. Link to the consultation information webpage: https://cihr-irsc.gc.ca/e/53198.html

CIHR will also be sharing a short survey regarding trainee/postdoc stipends. The purpose of this survey is to gather information regarding institutional practices surrounding trainee/postdoc stipends. Delegates are asked to submit their survey responses by October 26th.

2. **Project Grant Competition Update**

Fall 2022 Project Grant Competition - Important Dates:

Application Deadline	September 14, 2022
Release Notice of Recommendation (NOR)	January 18, 2023
Anticipated Notice of Decision (NOD)	February 1, 2023
Funding Start Date	April 1, 2023

An update was provided on the upcoming Fall competition deadlines and that peer review will continue to remain virtual for the Fall competition.

3. Questions & Answers

Q. Peer reviewers who participated on specific panels do not currently have the chance to see which applicants were made Offer of Awards. Is there a way for peer reviewers to receive a notification of the successful grantees from the committees we participated in?
CIHR will review the feasibility of implementing this process for future competitions.

Q. Can you speak to the expectations from universities with regard to the Data Management Plans that are due March 2023?
To provide the most accurate information, members of the Science Policy team at CIHR will be invited to attend a future UD Network meeting to provide an overview of this new initiative.

Q. Is CIHR currently still working entirely remotely?
CIHR has begun the implementation of its hybrid work model, which was developed through close engagement with all our staff. The model provides high flexibility to employees based on choice and preference when the nature of the work permits it.

Q. What is the plan for peer review committee refresh? Some reviewers were asked for 2-3 year term commitments on the same committee.
CIHR is aiming to create more predictability on standing panels. Refreshing committees, while a large project, is a priority at CIHR. This topic is currently being reviewed at the executive level, and updates will be shared as our work progresses.

Q. What is the timeline to implement the security in research guidelines in CIHR proposals?
There is currently a staggered plan, and work to expand the guidelines from NSERC's program are still in progress. We are addressing feedback from stakeholders regarding how in-depth the security screening process ought to be. During the most recent meeting, a short hold was put in place while we finish developing a pilot to identify applications that contain partners in need of screening. The pilot is currently scheduled to launch sometime in fall 2023. A full change management strategy will be rolled out to help prepare applicants.

4. Adjournment

The University Delegates meeting concluded at 12.57pm EDT. The Chair thanked Network members for their participation. The next meeting of the University Delegates is scheduled to take place on November 3rd, 2022.

Please reach out to the UD Support team by email, or to a member of the UDAC, with questions or topics for future UD meetings.