Committee	FoMD Faculty Council		
Members:	Dr. B Hemmelgarn (Chair) As set out in the *Post-Secondary Learning Act* *Quorum is represented by those faculty members member present.*	**Date :**	May 23, 2023
		Time:	4:00pm
Called to Order:	4:01pm	**Location:**	Via Zoom
Guests	None	**Scribe:**	Erin Neil
Approval of agenda	**Approved by consensus with no additions.**		
Approval of previous meeting Minutes	**Date:** March 21, 2023 **MOVED** by T. Hillier and **SECONDED** by C. Fernandez-Patron to approve the minutes as circulated. **ALL IN FAVOUR. CARRIED.**		
Meeting Attachments:	All attachments provided via email May 9, 2023		

Topic	Summary	Action by whom	Target Date	Status
1. Dean's Report	Dr. B. Hemmelgarn provided update: • Deputy Dean – Dr. Tom Stelfox - announcement last week – new role for the Faculty – similar to the Vice-Dean roles – excluded outside of AASUA. • Appointment and process for recruitment is unique – is consistent across the U of A. • Role was created after consultation with other universities in Canada and with leadership. • Governance structure – looking at governance structures that would optimize and enable the dual role of the College Dean and the Faculty Dean – looked at other universities that have the same type of structure. • Expansion – AMHSP Expansion – two components – 36 positions • 2nd Phase – year from now – another 42 position – in the process. • Email communication – reminder of formal communication that is related to university work – should be professional and respectful.			
2. Vice-Faculty Affairs				
a. Update	Dr. D. Kunimoto provided update: • Moving from the ARO to FAR. • Spoke to joint school in China - 3 yrs in. So far it has been amazing. Dr. Hillier has done an amazing job. Some Faculty have gone and done in person lecturing for the Med students. Quality of medical students and results from training – important.			
b. FAR Update	Dr. M. Gowrishankar and J.Tolentino provided update: 1. FAR.pdf			
c. GFC Update	No GFC rep available.			

Topic	Summary	Action by Whom	Target Date	Status
3. Vice-Dean Education				
a. Class of 2023 Spring Graduands for Approval	Dr. Lang presented list of graduands: 2. Class of 2023 approval .pdf **Motion:** THAT Faculty Council approve the proposed 2023 Spring Graduands lists that appear in this presentation. **MOVED BY:** A. Underhill and **SECONDED BY:** G.Vilas. **ALL IN FAVOUR. CARRIED.**			
b. Expansion Update	Dr. Lang provided update: • Two consultants were hired – reports had been submitted. • Extensive consultations were conducted and have been submitted to the Government of Alberta prior to the writ being dropped. As per election the review of the recommendations have not been completed, but hope that they will be in early June. • Waiting for information from the Government.			
c. CaRMS Match Results	Dr. Lang provided update: • Few students not matched. • Family Medicine this year did have a number of unmatched positions and Alberta saw a relatively higher number. • The Family Medicine Program Director and their team have worked incredibly hard to fill the positions.			
d. Increase in the Number of MD Program Seats	Dr. L. Stovel & Dr. D. Rolfson presented: 3. Proposal for 20 Novel MD Program S **Motion:** THAT Faculty approve: for the upcoming Admissions cycle opening July 1, 2023 (Class of 2028), to allocate the 20 novel MD Program seats to qualified Rural applicants. **MOVED BY:** C. Moctezuma Velazquez. **Seconded by:** P. Brett-MacLean. **ALL IN FAVOUR. CARRIED.**			
4. Vice-Dean Research – Clinical	Dr. L. Richer provided update: • No update.			
b. Research Partner Network	M. Taylor presented: 4. Strengthening and Expanding Rese			
5. Vice-Dean Research – Basic Science	Dr. R. Lehner provided update: • No update			
6. Announcements	None			
Next Meeting	**5:34pm Adjourned September 19, 2023**			

Dr. M. Gowrishankar
FAR Update

ARO to FAR Transition

- All ARO data input into FAR (Faculty Annual Report)
  - Starting from Academic year July 1, 2022 to June 30, 2023 period
- FAR opens July 1, 2023 for data input
- Framework/Fields
  - Very similar to ARO
  - Some differences
    - Cannot be hidden, do not input data if not applicable

Prior ARO and TD documents

- FAR will have prior ARO in PDF format for academic yr July 1, 2021-June 30, 2022
- FAR will not have TD
- All prior ARO and TD, downloadable from ARO
- ARO Data Migration will begin on June 16th.
- MyFoMD will be closed for access July 1st.
- MyFoMD will be decommissioned at a future date.
  - Communication to follow.

Data Migration

- Will migrate if no end date or end date is beyond June 30, 2022
  - Graduate student, and post doctoral supervision.
  - Services
  - Supervisory Committee
- Will not migrate grants
- Professional pages, directory
  - Joey Tolentino from IST will explain

Professor Pages Migration to Directory

- On **June 7th** the migration of Professor pages to Directory will begin.
- **Please have edits to Professor Pages completed by June 6th, 11:59pm**.

- A Professor Page will be migrated for each URL that is similar to:
  - https://www.ualberta.ca/medicine/about/people/details.html?n=[first-last]

- Please ensure the contents of your Professor Page is up to date.
- If a Professor Page **does not exist**, the Directory listing **will not be modified**.
- If you would like to modify your Directory listing by yourself, please visit the following Google Form: https://forms.gle/KF6qoWV8DrjRox1D9
- If you would like to view your Directory listing, please visit: https://apps.ualberta.ca/directory/dashboard/editmy

Information Dissemination/FAR training

- Dean's message tomorrow
  - Announcement and link to Faculty Development webpage
  - https://www.ualberta.ca/medicine/resources/faculty-and-staff/faculty-development/merit-promotion.html
- Roles identified for each department.
  - Chair, review committee, and report reviewer.
  - Hosting information sessions for training and orientation.
  - Sandbox ready next week
    - Access and familiarize to help departmental members
- FAR manual in preparation
- Drop in Zoom sessions for all users: July & August

Vice Dean Education Dr. M. Lang

Class of 2023 Spring Graduands for Approval

Class of 2023 Spring Graduands for Approval

Under the authority vested in the Council of the Faculty of Medicine & Dentistry, I present for your information, the Class of 2023 Spring graduands to be awarded the degree or certificate as listed on the slides as follows, at convocation on June 9th, 2023, for approval.

MD Program Class of 2023 Graduands

Abbasi Dezfouly, Mostafa
Adamson, Brianna
Ahmad, Mirza
Ahmed, Hasnaien
Almas, Sarah
Amatto, Lindsay
Andre, Quinn
Arkko, Kevin
Aulakh, Sharan Preet
Battigelli, Graeme
Bedard, Emma
Beelen, Jocelyne
Beggs, Mary
Bray, Joshua
Brown, Samantha
Brunet, Scott
Cater, Kirill
Chen, Teresa
Chong, Kimberley
Chow, Jessica
Christoffel, Devon
Cook, Ryan
Cooper, Evan
Craciun, Iulia
Cravetchi, Xenia
Dalmer, Stephanie
Demetrick, Selina

Dhiravani, Karna
Dyck, Nolan
Elloumi, Yesmine
Fanning, John
Fender, Kai
Ferguson, Denis Simon
Ferguson, Lawrence
Fialka, Nicholas
Finestone, Lisa
Finlaison, Daniel
Fredriksen, Mikayla
Fung, Patrick
Gallo, Cara
Gandhi, Vardhil
Garcia Hidalgo, Catalina
George, Michael
Gilbert, Chelsea
Gollner, Nathan
Gopalakrishnan, Preetha
Gorman, Mathew
Gourlay, Katherine
Gray, Mikayla
Gregg, Morgan
Greidanus, Paul
Grunwald, Jamie
Gugala, Natalie
Guscott, Stephan

Hampshire, Jonathan
Hans, Varinder
Henry, Shelby
Hillier, Elizabeth
Hillier, Emma
Holmes, Alexandra
Hsiao, Ralph
Hu, Rebecca
Hudson, Summer
Hussain, Syed
Hwang, Jaeho
Jamison, Haley
Jankauskas, Vytautas
Jensen, Colton
Jha, Divya
Ju, Chelsey
Kaiser, Jeenan
Kelly, Rees
Khan, Muhammad
Kim, Janet
Kirk, Andrew
Krill, Matthew
Lafreniere, Andrew
Lam, Charissa
Lee, Jonathon
Lee, Justin
Leitch, Maison

Li, David
Li, FengYun
Lissovskiy, Kirill
Liu, Nancy
Livergant, Rachel
Lui, Kevin
Luk, Joel
Lutsiv, Olha
Ma, Chen Hsiang
Ma, Henry
Mahmood, Sheharzad
Maplethorpe, Emily
McAllister, Mark
Melo, Dyanna
Miandashti, Noushin
Motamedi, Melika
Naicker, Gavin
Nasser, Khadija
Nielsen, Markus
Noble, Ryan
Omand, Geordon
Ondrusova, Katarina
Oszust, Nicole
Pattar, Sabrina
Pearson, Julia
Piatkowski, Camilla
Platt, Alexander

Podstawka, John
Riaz, Saba
Richard, Logan
Rohs, Jessalyn
Roughead, Brett
Sadasivan, Chandu
Sadiq, Ibrahim
Saleme, Bruno
Sander, Iain
Sawatzky, Julia
Schaub, Andre
Scott, Brittney
Seguin, Ryerson
Semaka, Amy
Sept, Logan
Shah, Prachi
Sharma, Avik
Sibbeston, Sarah
Sidhoo, Saveen
Sieben, Owen
Sobierajski, Frances
Spronk, Elena
Srivastava, Ojas
Sung, Shuen
Sunner, Sanjot
Sydora, Dasan
Szelewicki, Jonas

Ta, Daniel
Taylor, Lance
Thai, JoAnn
Tian, DanYang
Toghi Eshghi, Saeed Reza
Tu, Eileen
Vira, Tariq
Vo, Minh The
Vu, Alex
Waknuk, Presley
Walmsley, Cassandra
Wannamaker, Robert
Warbeck, Cassandra
Whitfield, Evan
Wiersma, Anna
Wilson, Hillary
Wood, Kyria
Woodman, Andrew
Xiao, Andrew
Xiao, ZiXuan
Yip, Raven
Zapata, Jessica
Zeeman, Michael

Class of 2023 Graduands (STIR)

Under the authority vested in the Council of the Faculty of Medicine & Dentistry, I present for your information, the list of students from **FIALKA, Nicholas** to **XIAO, ZiXuan** to be awarded the degree of **Doctor of Medicine** with *Special Training in Research* at convocation on June 9th, 2023.

FIALKA, Nicholas

HU, Rebecca

SADASIVAN, Chandu

SUNG, Shuen

TA, Daniel

WILSON, Hillary

XIAO, ZiXuan

Class of 2023 Graduands (MD/PhD)

Under the authority vested in the Council of the Faculty of Medicine & Dentistry, I present for your information, the list of students to be awarded the degree of **Doctor of Medicine** with the *Doctor of Philosophy* at convocation on June 9th, 2023.

FERGUSON, Denis Simon

SALEME, Bruno

WOODMAN, Andrew

Class of 2023 Graduands (MD/MBA)

Under the authority vested in the Council of the Faculty of Medicine & Dentistry, I present for your information, the list of students to be awarded the degree of **Doctor of Medicine** with the *Master of Business Administration* at convocation on June 9th, 2023.

HANS, Varinder

PLATT, Alexander

Doctor of Dental Surgery
Class of 2023 Graduands

ADRIANO, Nicole Marie

BARLOW, Emily

BOIKO, Natalya

CARREON, Kevin

CHANG, Brian

CHEN, Andrew

CHOI, Janice

CZYZ, Maria

DE GOEIj, Lou-ann

ELLERBY, Keelan

FRADETTE, Sheldon

GU, Yang

HEDAYATIPOOR, Naeem

KALI, Brendan

KIM, Andy (Seongju)

KWAN, James

LEHMANN, Konrad

LIM, Hyun-Joo

LIU, Ruocun

LOGAN, Brittany

MANFRIN, Adam

MCCOURT, Adam

MCDONALD, Nicole

MICHAIEL, John

NGUYEN, Kevin

OVIATT, Leland Dirk

PARK, Jacob

SCHEPIAN, Jacob

WEBSTER, Ethan

WEIK, Kole

WINKELAAR, Graeden

WU, Michael

WUZINSKI, Jenna

Bachelor of Science Dental Hygiene Class of 2023 Graduands

BERGEN, Maren*

BUSTILLO, Amanda*

CHAN, Jolivia

DATAGNI, Nadia*

DAVIES, Megan*

DOAN, Vivian*

DONALD, Kate*

EDGAR, Mackenna*

FAUTH, Kalyssa

GLORIA, Leigh*

GOVIA, Shanice*

GRASDAL, Emily*

HABTU, Heaven

HANAGHAN, Taylor

HARRIS, Emily

HEJJO, Nancy*

HELMER, Jenna*

HEYDE, Joelle*

HORTON, Kendra*

HUA, Rebecca*

HUANG, Vicki*

KADRI, Heba

KAMPITAN, Leila Nicole*

KOSTIW, Lauren

KRIEGER, Tianna*

LAM, Jamie*

LIANG, Jessie*

MOORE, Kianna*

ONG, Josephine*

PADLECKI, Diana

PEEVER, Cheyanne

SMITH, Rebecca*

SRA, Gurjot

SYTSMA, Lindsay

THIND, Jasneet*

THOMPSON, Alanna*

VOLLRATH, Bree*

WILSON, Shanay*

WULF, Sydney*

WYLIE, Amanda*

YIU, Jaime*

*With Distinction

Bachelor of Science Dental Hygiene Post-Diploma Degree Completion Program, Class of 2023 Graduands

GOOK, Ada Jane

DOUCETTE, Melanie

MADRO, Christie

RUDKEVITCH (MACRAE), Elizabeth

SMYTH, Keady

Bachelor of Science in Medical Laboratory Science Class of 2023 Graduands

BAKER, Makena

CHAN, Shi Hua*

CRISOL, Mary

DURAN, Rebeca*

EVANS, Sydney*

GARCIA, Lorenzo*

GROTKOWSKI, David

JAVIER, Jerome

KERR, Katie*

LIU, Jessica

MAH, Jessica

NG, Ephraim

NGAN, Elaine*

NGO, Nicole*

PUI, Benjamin*

TOM, Kayla

USMANI, Sarah*

WILLETTE, Emily

ZIELKE, Ashlyn*

With Distinction

Bachelor of Science in Radiation Therapy
Class of 2023 Graduands

DREHER, Bradley

HENNESSEY, Kaitlyn

KHALID, Tehreem

LUI, Kerry

MORIN, Alyssa

SMITH, Mackenzie

YEE, Graydon

MCAVENA, Sarah

Certificate in Biomedical Research
Class of 2023 Spring Graduands

ALEX, Cyril

ANDERSON, Elena Kathleen

APPLIN, Nicole Heather Monique

ARABAMBI, Sarah Opeoluwa

BLACKWOOD, Samantha Kathleen

CAI, Nguyen Thao Nguyen

CHAN, Christy Sin Woon

CHEN, Shih-hsuan

CHIK, Kennedi

D'AUBETERRE, Ana Sofia

DENNEY, Cayla Nicole

DUAN, Wendy Kasumi

DUCKERING, Caleb John

ELSANADY, Mark Adel

ESHLEMAN, Juliette Jacqueline

GIRGIS, Peter

HA, Khanh Hien E

HANSEN, Carmen Danielle

HAYHOE, Ellen Susannah

HE, Wanxin

HEMATYAR NAGHNEH, Amir Reza

HIRAK, Lauren Michele

HUSSEIN, Imaan

KASINYABO, Emmanuelle

KENNEDY, Alexandra Kathleen

KERVIN, Troy Anthony

KOENS, Chloe Charlotte

KRISHNAN, Vidhya

KROPIELNICKI, Abby Lee

KUAN, Zhi Ying

LALA, Devshri

LEBLANC, Payton Eileen

LEE, Tracy Seong-Ju

LODEWYK, Kalee Elizabeth

MCVEA, Rojine Catherine

MITHAIWALA, Sakina Nazim

MOHAMMED, Lanah Ardelan

MURRAY, Imani Giovanni Kirvaneshe

NELSON, Brooklynn Jessie

NWOSU, Heidi Tochukwu

PASSI, Dhruv

PATEL, Akhil Nautamkumar

PATEL, Dakshkumar Kamleshbhai

PATEL, Ronak Niravkumar

PYON, Eliana Ayelen

RAMOS, Jessica Megan Mae

REYES, Ken Gueco

SADILEK-THRING, Olivia Shelby

SHIRAKAKI, Satomi

SOUTER, Katherine Marie

SU, Ling Hui

THRAYA, Amena Omar

TURNER, Zoe Elizabeth

VILLAFLOR, Mary Beatrice Flores

WALTERS, Maiah Patricia

WANG, Henry

Motion:

THAT Faculty Council **Approve** the proposed **2023 Spring Graduand lists that appear in this presentation.**

Move:

Second:

Government Announcement, March 13, 2023

- Investment of $200 million to expand health care training programs in the province - to train additional health care professionals and increase the health care workforce to meet the needs of Albertans

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2

Government Announcement, March 13, 2023

- Specific mandates named in the announcement:
  - Provide every Albertan with access to a "health home"
  - Increase the number of rural physicians in Alberta
  - Expand the province's ability to train physicians in regional centres and rural communities

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Expansion of MD Program Seats

- Year-by-year expansion of our MD Program:

  - This year (Sept 2023): 10 seats

  - Next year (Sept 2024): 20 seats

  - Third year (Sept 2025): 30 seats

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8

What About the 2024 Intake Year?

- Will to fulfill the government mandate of increased rural physician training
- Admissions cycle opens July 1, 2023
- Not feasible with this timeline to create a new process for rural recruitment and have confidence that it will work

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What About the 2024 Intake Year?

- At the University of Alberta, we have an established process for admitting Rural applicants:
    - Rural background is assessed by a standardized measure that examines the location of applicant's residence and duration of residence
    - Supports for Rural admissions
    - Protected seats for Rural applicants: Up to 10 protected seats for qualified Rural applicants, as per U of A Calendar

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University of Alberta Calendar

- "The Faculty of Medicine and Dentistry may provide up to ten positions within quota for the MD program to qualified Rural applicants over and above the Rural applicants who were admitted in the regular process. Candidates will meet normal minimum admission requirements as outlined in Doctor of Medicine (MD) and the approval by the Faculty of Medicine and Dentistry Admissions Committee."

What About the 2024 Intake Year?

- On May 1, 2023, the MD Admissions Committee approved a proposal to allocate the 20 additional seats for the 2024 intake year towards our existing Rural seats, for a total of <u>30 protected Rural seats</u> for that intake year
- Candidates to be selected through our existing process for Rural recruitment

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12

Rural Applicants Data

Application Cycle	Admission	% of Applicants Who are Rural	% Rural Applicants Admitted	# Rural Applicants Admitted	% Rural Students in First Year
2019 - 2020	Fall 2020	6.00%	23.23%	23	14.20%
2020 - 2021	Fall 2021	10.79%	19.07%	37	22.84%
2021 - 2022	Fall 2022	10.21%	13.17%	22	13.58%

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Rural Applicants Data

- We know that medical students from rural backgrounds choose rural practice 35% of the time
  - Compared with 13% of students from urban backgrounds

- We also know that Rural students choose Family Medicine at higher rates than Urban students do

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Why This Proposal?

- "Tried and true" process for selection and admission of Rural applicants
- Feasible within the limited time we have (July 1, 2023)
- Demonstrated by our data to be likely to increase the number of physicians in rural practice and Family Medicine

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Proposal for 20 Novel Seats

- <u>Caveat</u>: would need approval from University of Alberta central administration - represents a Calendar change
- "Up to 10" protected Rural seats would become "Up to 30" protected Rural seats for this single intake year

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Proposal for 20 Novel Seats

- We are bringing this proposal to you for your consideration today

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Proposal for 20 Novel Seats

- <u>Motion</u>: For the upcoming Admissions cycle opening July 1, 2023 (Class of 2028), to allocate the 20 novel MD Program seats to qualified Rural applicants.
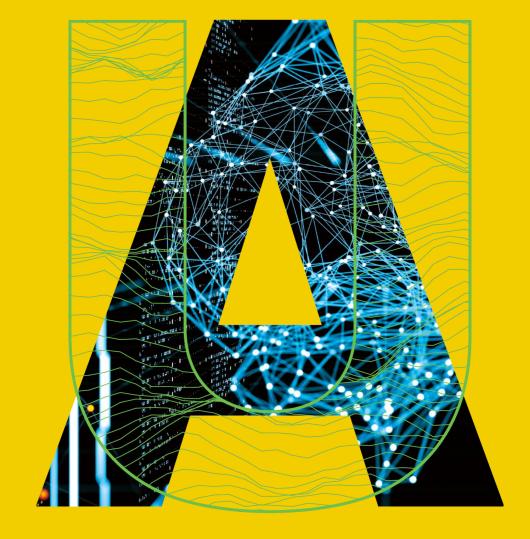
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Questions and comments?

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Thank you!

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Update of Portfolio Restructuring - COEs

Partnerships and Innovation and Knowledge Mobilization

Supports research impact through partnerships and innovative initiatives. Includes Technology Transfer Services

Research Integrity Support

Helping the research community ensure security, safety and ethical conduct in research. Includes Research Ethics, Research Security (in development) and Legal

Strategic Research Initiatives and Performance

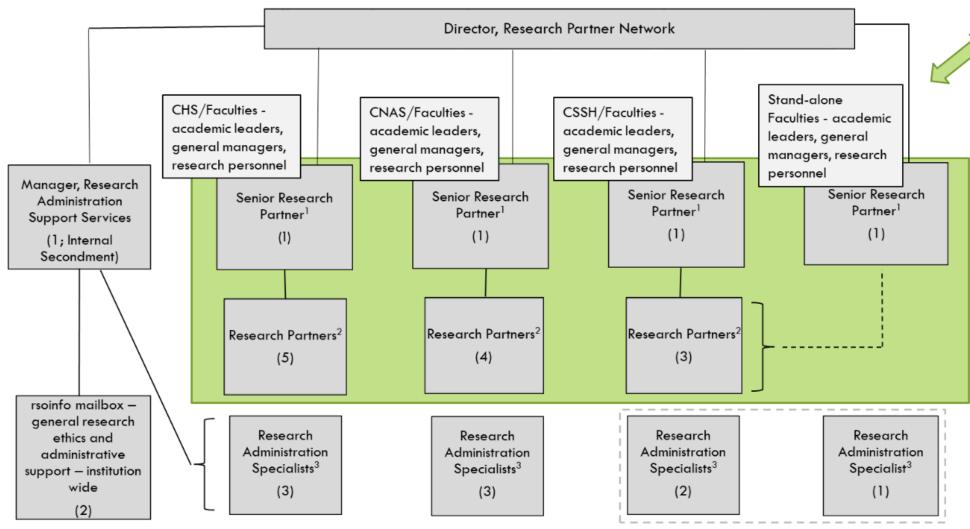Strategic research planning, performance measurement and support for large scale institutional initiatives.

Research Development and Services

Enhancing and supporting greater research success. Includes Research Administrative Services (formerly RSO) and Researcher Development and Success

Research Partner Network

- College/Faculty-based extension of the VPRI portfolio. Ultimate goal of the network is to enable application success and reduce administrative load on our researchers

- Update re: expansion of the Research Partner Network
  - Research partner recruitment underway. Adding 7 additional partners plus filling 1 vacancy bringing total to 12 (to be completed by end of April)
  - Research administration specialists recruitment underway with posting going up any day now. Includes 9 positions plus 1 manager position (a temporary secondment to begin with; to be completed by mid May)
  - Senior Research Partner for stand-alone faculties recruitment to get underway soon (to be completed by end of May)

VISION - WINTER 2023

Director, Research Partner Network

COEs within Vice-President (Research and Innovation) Portfolio and Others*

Research/grant development support will be provided institution-wide through the collective expertise of the senior research partners and research partners

Manager, Research Administration Support Services (1; Internal Secondment)

CHS/Faculties - academic leaders, general managers, research personnel

CNAS/Faculties - academic leaders, general managers, research personnel

CSSH/Faculties - academic leaders, general managers, research personnel

Stand-alone Faculties - academic leaders, general managers, research personnel

Senior Research Partner[1] (1)

Senior Research Partner[1] (1)

Senior Research Partner[1] (1)

Senior Research Partner[1] (1)

rsoinfo mailbox – general research ethics and administrative support – institution wide (2)

Research Partners[2] (5)

Research Partners[2] (4)

Research Partners[2] (3)

Research Administration Specialists[3] (3)

Research Administration Specialists[3] (3)

Research Administration Specialists[3] (2)

Research Administration Specialist[3] (1)

Notes: [1]Overall coordination of research partners and interdisciplinary research development support; [2]research development support by specific areas of specialization; [3]primary point of contact for researchers and administrators and hands-on research administration (i.e. policy and procedure) support; *Other includes Libraries, Research Computing, Office of the Vice-Provost (Indigenous Programming and Research), Centres and Institutes, etc…

Research Development

- encompasses a set of strategic, proactive, catalytic, and capacity-building activities designed to facilitate individual faculty members, teams of researchers, and central research administrations in **attracting extramural research funding**, creating relationships, and developing and implementing strategies that increase institutional competitiveness.

- includes a broad spectrum of activities that vary by institution, including: **funding opportunity identification and targeted dissemination; grant/contract proposal development; research team building; interaction with funding agencies and institutional research administration and leadership**; interaction with institutional federal relations; and outreach activities and training.

Taken from the National Organization of Research Development Professionals

Research Partner Network - Specific Roles

Senior Research Partners

- Supporting college/stand-alone Deans and Associate Deans (Research) with strategic cross-college/faculty and interdisciplinary initiatives and coordinating with college/faculty Offices of Research on college/faculty-specific research opportunities.
- Working with College/Faculty Associate Deans (Research), responsible for the overall development and coordination of the institution-wide research development support provided by the research partners. Includes coordinating work with Centers of Expertise (COE) and other areas.
- Responsible for organizing and providing pre-award support for interdisciplinary funding opportunities (e.g. NFRF) and coordinating partner involvement in special and/or large scale funding opportunities and/or proposals.

Research Partner Network - Specific Roles

Research Partners

- Will be physically located in the faculties and readily accessible to researchers
- First point of contact for faculty ADRs
- Within areas of specialization developing and/or delivering institution-wide sponsor-specific research/grant development supports. Specific examples could/will include
    - Developing competition specific communications
    - Organizing and facilitating roundtable discussions
    - Managing a successful grants library
    - Developing and delivering bootcamps/writing retreats
    - Organizing sponsor delivered sessions
    - Developing sponsor-specific proposal tipsheets
    - Organizing competition-specific peer review processes
    - Providing 1:1 support to researchers for grants related to the partners area of specialization
    - Generating competition reports

Research Partner Network - Specific Roles

Research Partners cont'

- Primary point of contact for researchers for research/grant development support
- Providing 1:1 research/grant development support for researchers. Specific examples could include
  - Strategizing and identifying potential funding opportunities (i.e. researcher has an idea, but doesn't know where to go for funding)
  - One off proposal development support either directly (e.g. investigating a new sponsor, responding to sponsor specific questions, budget development, supporting requests for data, pre screening of applications, helping write institutional sections of applications, drafting support letters, etc.) and/or by bringing in expertise from elsewhere (e.g. EDI, RDM, graphic design support, etc.)
- Management of a funding opportunity database and deadlines calendar and targeted distribution of funding opportunities to specific PIs

Research Partner Areas of Specialization

Includes:

- Health (including CIHR)
- Clinical
- Community Engaged - Health
- Foundations
- Humanities and Social Sciences (including SSHRC)
- Community Engaged - Societal
- Creative Arts and Humanities
- Applied Partnership and Industry (including NSERC Alliance, Mitacs, a number of agricultural funders)
- International (including EU, NIH)
- Engineering and Natural Sciences - Basic (including NSERC Discovery, a lot of federal sponsors)
- Interdisciplinary

Research Partner Network - Specific Roles

Research Administration Specialists

- First point of contact for research administration related inquiries and support. Physically located within the College, but assigned by faculty
- Providing tactical research administration navigational and policy and procedure support. For example
  - confirming/clarifying UofA and funding agency/sponsor guidelines
  - setting up project accounts, initiating sub-grants, and amendments
  - helping with administrative aspects of non-financial reporting (i.e. gathering back up for in-kind reporting, following up on non-financial reporting with other institutions)
  - liaising with funding agencies/sponsors re: guidelines and file specific issues on researchers behalf
  - use of online systems (PeopleSoft, eTRAC, triagency online systems),
  - File follow up and monitoring of pending approvals; helping researchers meet outstanding requirements (e.g. gathering missing paperwork, budget creation for internal funding)
  - Developing and delivering research administration related training

Some Upcoming Activities (next 6 months)

- Complete recruitment and begin integration of partner network into colleges/faculties and other support areas including VPRI COEs
  - Focusing on coordination and collaboration and elimination of duplication
- Promote the research partner network
  - Meet and greet sessions with the faculties
  - A "Contact Us" page
- Development of funder specific resources/supports beyond the tri-agencies
  - Formally seeking input from researchers
- Research Lifecycle - an interactive web-based resource for researchers
- Streamline research-related communications, including funding opportunities, policy and procedure updates, etc..
  - Working with Marketing and Communications Partner Network

Some Upcoming Activities (next 6 months)

- Update of our centrally managed funding opportunity database and deadlines calendar
- Establishment of biannual (?) researcher feedback sessions
- Development of a Research Administration Onboarding/Refresher Program and "Go To Resource" assignment
- Research administration process review and redesign
  - Updating and further defining the roles and responsibilities matrix
  - Continue working with UIO
- Initial exploration of a researcher expertise "database" leveraging research applications

Open Discussion and Questions

- Questions re: the partner network? Do you have a sense of what the network is going to be doing? Have we missed anything (explanation or support wise)? What aspects require further clarification?
- What do we need to be considering as we integrate?
- Thoughts for consideration re: distribution of funding opportunities and other research administration news?
  - A hot topic of late
- Others?