

COUNCIL COMMITTEE ON RESEARCH

Thursday 6 May 2021 – 2:30 to 4:00 pm

AGENDA

Time	Agenda Items	Lead	Material
2:30 pm	National Research Media Strategy Update	Dederick/Limacher	
3:00 pm	Approval of Agenda		
3:02 pm	Approval of Meeting Minutes from April 1, 2021		Appendix 1
3:05 pm	Chair's Report	Al-Anbagi	
3:10 pm	VP Research Report	McNutt	Appendix 2
3:25 pm	Policy RCH-020-015 – For Information Only	Gray	Appendix 3
3:40 pm	CFI Adjudication Process Update	Yost	
3:50 pm	Business Arising		
3:55 pm	Next Meeting – June 3, 2021		
4:00 pm	Adjournment		

CCR Subcommittees

Standing

- CFI

Ad-hoc

- Research Impact
- Terms of Reference
- Covid-19 Return to Research

Distribution

Kathy McNutt, VP Research
Chris Yost, AVP Research
Aziz Douai, Graduate Student & Research
Sally Gray, Director, Research Office
Raymond Blake, Arts
Lisa Watson, Business Administration
Twyla Salm, Education
Raman Paranjape, Engineering & Applied Science
Jim Farney, Johnson-Shoyama Graduate School
Larena Hoeber, Kinesiology & Health Studies
Christine Ramsay, Media, Art & Performance
Joan Wagner, Nursing

Cory Butz, Science
Gabriela Novotna, Social Work
Kaetlyn Phillips, Library
David Meban, Campion College
??, Luther College
Bettina Schneider, First Nations University of Canada
Sandra Zilles, CRC Rep.
Nathalie Reid, CTRC
Irfan Al-Anbagi – Council Member (Chair of CCR)
Shela Hirani, Nursing
Sheila Petty, Council Member, MAP
Shrinath Manoharan, Graduate Student Association

Guest

Paul Dederick
Erin Limacher

Join Zoom Meeting

<https://uregina-ca.zoom.us/j/93644226552?pwd=aDJ4K1RoNkE4eDZram5RQW9FZFhldz09>

Meeting ID: 936 4422 6552

Passcode: 094202

COUNCIL COMMITTEE ON RESEARCH

Minutes of the Meeting of
Thursday 1 April 2021
2:30 – 4:00 pm

Present: I Al-Anbagi (Chair), R Blake, C Butz, A Douai, J Farney, S Gray, S Hirani, L Hoeber, K McNutt, G Novotna, S Petty, K Phillips, C Ramsay, R Paranjape, N Reid, T Salm, B Schneider, J Wagner, C Yost, S Zilles

Regrets: S Manoharan, D Meban, L Watson

Guests: S Sawa, T Stecyk

Resource: L Todd

APPROVAL OF AGENDA

Blake/Ramsay

Moved that the agenda be approved as presented.

CARRIED

APPROVAL OF MEETING MINUTES FROM MARCH 4, 2021

Petty/Hirani

Moved that the minutes from March 4, 2021 be approved as presented.

CARRIED

CHAIR'S REPORT

I Al-Anbagi advised that he met with S Hirani, S Petty and C Yost regarding covid restrictions and there is no need to reactivate the subcommittees as there no additional tasks. Future discussions will include field research.

VICE-PRESIDENT (RESEARCH) REPORT

K McNutt provided a brief update on the following:

- Research Action Plan Consultation will be taking place in May
- Ethics Board Review is taking place after this meeting; full written report will be given at the next meeting

- Tri-Agencies look at performance; notice has been given to us that there is a change (lost SSHRC Chair). A lot of work needed this year; we will implement targets to reach national numbers.

INDIGENOUS RESEARCH REPORT

No update at this time.

COVID-19 RETURN TO RESEARCH SUBCOMMITTEE UPDATE

I Al- Anbagi advised that they have made good progress. They have received feedback from seven faculties and will provide a brief report at the May meeting.

WEBSITE REDESIGN PROJECT UPDATE

S Sawa and T Stecyk provided a high level update on the website project. They advised approval from UET was received in December and have since met with numerous people and groups across campus. There are three main content pages: academic programs (200 pages), landing pages for each topic page, and landing pages for each faculty, department and unit. They will slowly get into functionality in spring with the hopes of launching in the Winter of 2021.

Questions/discussion took place on the following:

- quick links to faculties' research
- focus area links
- signature research blocks
- rotating functionality

COST RECOVERY POLICY RCH-03-005

S Gray reviewed the changes for policy RCH-03-005. She advised that this is part of the policy review cycle. They have tightened up some of the language and have added information on Tri-Agency grants.

Gray/Reid

<p>Moved that the Council Committee on Research accept the changes to the Cost Recovery Policy RCH-03-005.</p>
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CARRIED

NEW BUSINESS

No new business at this time.

NEXT MEETING

The next meeting is scheduled for Thursday 6 May 2021 from 2:30 to 4:00 pm

ADJOURNMENT

S Zilles moved that the meeting be adjourned at 3:15 pm.

RESEARCH THAT HAS IMPACT

Report on Research
May 2021



Research Highlights

How the Research Highlights Align with the Five Areas of Focus within the University of Regina 2020-2025 Strategic Plan <i>All Our Relations</i> <i>kahkiyaw kiwâhkômâkaninawak</i>	Discovery	Truth & Reconciliation	Well-being & Belonging	Environment & Climate Action	Impact & Identity
U of R Researchers Receive \$2.8 Million from the Canadian Foundation for Innovation (CFI) to Explore Human Health, Medical Advancements, and Our Existence in the Universe	•		•		•
Innovative Cardiac Sensor at the Heart of University Researchers' Study	•		•		•
U of R Researcher Awarded More Than \$600,000 to Develop and Scale Up Long-term Digital Health Solution for Indigenous Communities	•	•	•		•
CareOnDemand: Engineering and Evaluating a Patient-oriented Homecare Ordering Tool to Enhance Aging in Place During the COVID Era	•		•		•
Help for People Who Have Been Hurt by Healthcare: Creating and Evaluating an Online Resource	•		•		•
New U of R SGI Partnership to Enrich Study of Data Science in Saskatchewan	•				•
Three U of R Graduate Student Researchers Receive Prestigious Awards	•	•	•	•	•



U of R Researchers Receive \$2.8 Million from the Canadian Foundation for Innovation (CFI) to Explore Human Health, Medical Advancements, and Our Existence in the Universe

- From better understanding mitochondria to further exploring neutrinos, two University of Regina researchers have been awarded \$2.8 million from the CFI Innovation Fund to delve into these areas of untold possibilities.
- Dr. Mohan Babu, associate professor of biochemistry, received a \$1.4 million grant to discover innovative ways to lower the impact of chronic diseases while addressing the rising cost of treatment.
- The CFI funding will support the creation of the Mitochondrial Systems (mitoSYSTEMS) Research Centre at the University of Regina. This unique facility on the Prairies will house 10 prominent researchers/clinicians who will uncover the role of mitochondria in chronic diseases and translate this data into drug targets through industry collaborations and with clinical trials for those with chronic diseases in Canada.
- Dr. Mauricio Barbi, a U of R physicist, is part of a team of researchers who received significant funding through CFI's Innovation Fund. In total, the University of Victoria received \$5.4 million to lead the Hyper-Kamiokande project. Barbi and his team at the University of Regina received \$1.4 million from the total grant.
- "This CFI funding will allow an international team of researchers to continue working on detecting elementary particles through the Hyper-Kamiokande project," says Barbi, who is part of the effort that consists of 84 institutes in 17 countries.
- "These projects reflect the power that curiosity, research, and teamwork have on discovery," says Dr. Kathleen McNutt, Vice-President (Research). "Dr. Babu and Dr. Barbi are collaborating with highly-qualified personnel to gain insights and solutions to fundamental questions about human disease and treatment and the very universe – and everything in it."



Innovative cardiac sensor at the heart of University researchers' study

- The University of Regina Faculty of Kinesiology and Health Studies is contributing to COVID-19 research by assessing the disease's impacts on the heart with a device that can fit in the palm of your hand.
- Kinesiology and health studies professor Dr. Patrick Neary's PhD student, Jyotpal Singh, is using the sensor to study an expanded patient group. Singh's collecting data from people with cardiac injury, respiratory conditions, pneumonia, and those with and recovered from COVID-19.
- The goal is to use the sensor to collect enough data to see if there is a noticeable pattern of cardiac response in COVID-19 patients. If there is then the sensor could become a useful tool when triaging patients in healthcare.
- To get devices on patients, Singh and Neary are partnering with physicians and cardiologists in hospitals and medical clinics in Regina, Alberta, and B.C. Neary says that care homes in Ontario have also reached out to be part of the research.
- The research is funded through MITACS, a non-profit organization that partners with industry and provincial and federal governments to deliver research training and programs across the country. Neary received \$45,000 to complete the project over the next year.
- "We are thankful that LLA Technologies agreed to give us these devices to use and collect data in the lab," says Neary.



U of R researcher awarded more than \$600,000 to develop and scale up long-term digital health solution for Indigenous communities

- With the support of the federal government, through a Canadian Institutes of Health Research (CIHR) Project Grant, Dr. Tarun Katapally has been awarded \$554,434 over three years. His project, CO-Away: Implementation and Evaluation of Digital Health Solutions for Indigenous Self-Determination, Governance, and Data Sovereignty, is a digital health platform that will allow for data-driven, rapid responses to health crises.
- Dr. Tarun Katapally, JSGS associate professor, along with Dr. Kelly Skinner, assistant professor at the School of Public Health and Health Systems at the University of Waterloo, have also secured \$150,000 from Saskatchewan Health Research Foundation (SHRF) to scale up Katapally's digital health platform.
- "The CO-Away platform consists of two key components – a front-end, virtual-care, smartphone application (app), and a back-end, digital decision-making dashboard," says Katapally, who adds that his team developed the CO-Away digital platform in early 2020 with funding from Mitacs.
- Katapally is working with the Métis jurisdiction of Île-à-la-Crosse, Saskatchewan, a sub-arctic community in northwest Saskatchewan. Dr. Malcolm King, professor in the Community Health and Epidemiology Department at the University of Saskatchewan, and Dr. Skinner are also contributing to the project.
- "This new CIHR funding will allow us to expand the original idea to address a broad range of health issues, such as mental health concerns, substance misuse, and domestic violence, as well as addressing both communicable and non-communicable diseases" said Katapally.
- "The platform has two primary features – virtual doctor and citizen reporter," says Katapally. "The virtual doctor engages with each citizen as soon as they download the CO-Away app to their smartphones and creates a risk profile – either low, moderate, or high. Based on that data, the platform then uses a cutting-edge artificial intelligence algorithm that allows the virtual doctor to engage with each citizen and help them assess the risk of contracting COVID-19."
- The primary purpose of the citizen reporter feature is to provide a culturally-responsive digital platform for Indigenous community members, allowing them to voice their concerns, issues, and problems.
- "This app will provide communities with a powerful tool that allows for precision real-time medical services, the promotion of healthy behaviours, and will ultimately help community leaders to make informed decisions about the health and well-being of their community members" said Dr. Kathy McNutt, Vice-President (Research)



CareOnDemand: Engineering and Evaluating a Patient-oriented Homecare Ordering Tool to Enhance Aging in Place During the COVID Era

- As part of its new Solutions Program, SHRF awarded their Impact and Innovation Grants to mobilize the research community and its partners to focus and coordinate on addressing timely Saskatchewan health challenges. Having secured \$50,000, principal researcher Ramona Kyabaggu, assistant professor in the Johnson Shoyama Graduate School of Public Policy (JSGS), Dr. Cheryl Camillo, JSGS assistant professor, and Dr. Tim Maciag, lecturer in the Faculty of Engineering, are developing a CareOnDemand application to assist older adults in navigating and ordering homecare services. The goal of the app is to improve accessibility and provide timely, efficient, high-quality, patient-centred homecare services to Saskatchewan seniors.
- "We believe that a community-centred, open-source, and open-data software solution will lead to greater quality-of-care and improved data-driven decision-making experiences for all stakeholders," said Maciag.
- Virtual care technology, such as CareOnDemand, can help deliver both demand and supply-side improvements to address system gaps and unmet informational needs for better decision-making at the patient, provider, and systems levels.



Help for People Who Have Been Hurt by Healthcare: Creating and Evaluating an Online Resource

- Psychology professor Dr. Bridget Klest began researching the healthcare experiences of people with trauma histories as part of a 2014 SHRF Establishment Grant.
- “Patients told me stories not only about how prior trauma impacted their healthcare, but also of being traumatized within healthcare,” says Klest.
- “Their stories were moving, deeply personal, sometimes heartbreaking, and spoke to the heart of healthcare. They left me with a strong desire to help, and that’s the impetus for this research project,” says Klest, who received a \$133,150 SHRF Impact Grant (as part of the Solutions Program) for her project to develop an online self-help resource for patients who have experienced adverse events and/or institutional betrayal in healthcare.
- “Our goal is to create a digital resource that will empower patients, and improve their well-being,” explains Klest. “And, because it’s online, the site will be available to anyone with an internet connection, which includes approximately 95 per cent of Saskatchewan households.”



New U of R SGI partnership to enrich study of data science in Saskatchewan

- The study of data science recently got a boost at the University of Regina, thanks to a new partnership between the Institution and its long-time industry partner Saskatchewan Government Insurance (SGI). Starting on the fall 2020, SGI has committed \$225,000 over three years to create the SGI Post-Doctoral Fellowship in Undergraduate Data Science, and Computer Science Curriculum and Development and Teaching at the University of Regina.
- The new SGI Post-Doctoral Fellowship in data science brings together the different spokes of teaching, research, and industry application, in order to create positive community impact and career-ready recruits.
- “At the moment, our vision for data science at the undergraduate level involves many disciplines, including biology, computational science, statistics, and mathematics,” explains Dr. Douglas Farenick, Dean of the Faculty of Science. “The multidisciplinary feature should make the program available to many Bachelor of Science students.”
- “The Department of Computer Science is going to offer a brand-new data science program at the graduate level in September. So, we have been focusing on the development of a comprehensive program which will train high-quality prospective employees or entrepreneurs for the province and Canada” says Dr. Mo Mirbagheri, who earned his PhD in computer science from the U of R, was hired as SGI Fellow in September 2020, and who participates in the newly created University of Regina Data Science Working Group, which was formed to support a rigorous academic foundation in data science across units at the University.
- “The investment in this fellowship deepens the partnership we have enjoyed with the U of R over the past many years,” says Robert Osicki Vice President Product Management & Corporate Underwriting at SGI. “It’s been a partnership in the truest sense of the word. It has enabled SGI to have a dialogue with the University about what skills and knowledge are important to the insurance industry and more broadly. Our partnership has also strengthened our relationship with the students and has helped SGI find countless recruits who are adding so much value to our organization. It’s a true win-win.”



Three U of R Graduate Student Researchers Receive Prestigious Awards

- Graduate student research at the University of Regina has been nationally and provincially recognized with three highly prestigious awards. Three graduate students have received nationally competitive Vanier Scholarship (\$150,000 value), and Saskatchewan’s Queen Elizabeth II (\$20,000 value), and Queen Elizabeth Aboriginal (\$20,000 value) awards.
- Crystal Giesbrecht, the Vanier award recipient, investigates classification of perpetrators of intimate partner violence and the implications for risk assessment and risk management.
- Holly Campbell, recipient of Queen Elizabeth II Scholarship, conducts community-based research that will inform public policy to better support climate change adaptation in rural Saskatchewan communities.
- Nataly Owl, Queen Elizabeth II Centennial Aboriginal Scholarship awardee, researches the impact of sociolinguistic and historic traumas on Nishnaabemwin cultural continuity and self-determination.
- Of note, this is the first time University of Regina graduate students have been awarded both QEII awards within the same year in the 20-year history of these awards.



Research with Cannabis

Number: RCH-020-015
Audience: Employees, students, and all persons who are using cannabis for research
Issued: TBD
Last revised: (Date the policy is issued to its intended audience)
Owner: Associate Vice-President (Research)
Approved by: Vice-President (Research)
Contact: Director, Research Office – 306-337-2478

Introduction

The University is committed to ensuring the highest standards of research. To meet this commitment, the Research with Cannabis Policy and Program, administered by the Research Office, provides resources and guidance. This policy outlines the University's processes for conducting research with cannabis at the University of Regina.

Definitions

- Cannabis – A cannabis plant, or any part of a cannabis plant, including the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not. It does not include:
 1. a non-viable seed of a cannabis plant;
 2. a mature stalk, without any leaf, flower, seed or branch, of such a plant;
 3. fibre derived from a stalk referred to in item 2;
 4. the root or any part of the root of such a plant.

Policy

The University of Regina is committed to ensuring all legislative requirements for the acquisition, use, storage, transfer and disposal of cannabis are met.

The Research with Cannabis Program has been developed and shall be maintained to ensure that the legislative requirements are known and followed, while at the same time, encouraging research into cannabis for the benefit of the public and the furtherance of the aims of the University. The Research with Cannabis Program describes in detail the roles and responsibilities of the "Responsible Person" (as identified in the University's Cannabis Research Licence, issued by the Government of Canada), Cannabis Research Committee, Cannabis Research Coordinator, and Permit Holders. Using the Program, the Cannabis Research Coordinator works with the Permit Holders and key stakeholders to ensure

compliance with legislative requirements (Federal/Provincial Acts, regulations, standards and guidelines and Municipal bylaws).

Roles and Responsibilities

Vice-President (Research) or designate will:

- Serve as the "Senior Manager" for the Cannabis Research Licence issued by the Government of Canada and appoint the "Responsible Person".
- Ensure that the Cannabis Research Committee oversees and administers this policy.
- Provide sufficient personnel and resources for the administration and enforcement of requirements and procedures following from this policy.

Director, Research Office will:

- Serve as the "Responsible Person" as identified in the University of Regina's Cannabis Research Licence issued by the Government of Canada.
- Submit and manage the University of Regina's Cannabis Research Licence issued by the Government of Canada.

Cannabis Research Committee will:

- Oversee and administer this policy, to ensure compliance with legislative requirements.
- Advise on training and education with respect to this policy.

Cannabis Research Coordinator will:

- Provide advice and assistance in all matters related to cannabis research.
- Create, update, and educate on procedures and practices for the use of cannabis in research.

All persons using cannabis for research will:

- Comply with this policy.
- Submit and have approved the Cannabis Research Application Form before obtaining cannabis for research purposes.
- Meet all requirements as outlined in the Cannabis Research Program and the conditions in their respective permits.
- Comply with legislative requirements (Federal/Provincial Acts, regulations, standards and guidelines and Municipal bylaws),
- Ensure that no unauthorized person is given access to cannabis while it is in their possession.

Consequences for Noncompliance

All members of the University community are subject to the requirements of this policy. Violations place the University at significant risk and are subject to appropriate corrective administrative, academic or non-academic discipline and could result in disciplinary action up to and including termination of the member's position with the University, or in the case of a student, an academic suspension. Significant legal penalties may also be assessed under the authority of the applicable Cannabis Act and Regulations.

Related Information

- Research with Cannabis Program including forms
- [Cannabis Act \(Canada\)](#)
- [Cannabis Regulations \(Canada\)](#)

Cannabis Research Program

Research Office

April 16, 2021



Legislation

•The regulations concerning cannabis research are contained in the

- Cannabis Act - <https://laws-lois.justice.gc.ca/eng/acts/C-24.5/page-1.html> and the
- Cannabis Regulations - <https://laws-lois.justice.gc.ca/eng/Regulations/SOR-2018-144/index.html>

•Health Canada oversees the cannabis research licensing process.

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Cannabis Definition

- Cannabis – A cannabis plant, or any part of a cannabis plant, including the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not. It does not include:
 - a non-viable seed of a cannabis plant;
 - a mature stalk, without any leaf, flower, seed or branch, of such a plant;
 - fibre derived from a stalk referred to in item 2;
 - the root or any part of the root of such a plant.

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Cannabis License

- The University currently holds an Institutional Research License for the Regina campus, Wascana location
 - Cannabis research is limited to the RIC, Lab Building, and KHS
 - UR Stores will keep all cannabis in locked storage and distribute when needed by authorized research teams.
- The University's license does not include permission to grow, cultivate, or develop cannabis.

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Related regulations and guidelines

- Clinical trials involving cannabis are regulated by Health Canada and also governed by the Research Ethics policy. RCH blah blah link
- Cannabis research involving animals is governed by the Care and Use of Animals policy. RCH blah blah link
- Cannabis research also needs to conform to all other research-related guidelines and policies.

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Institutional Cannabis License

- All cannabis used for research must be obtained through a legal source, even if the amount you will be using is within the permissible amount for personal possession and consumption.

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Institutional Cannabis License

- Research is limited to specific locations. If you want to conduct research in a lab other than in RIC, Laboratory Building, and KHS, the University will need to submit an amendment and have it approved before your research project can be approved.
- All cannabis research projects need approval from the Cannabis Research Committee, and have all other relevant approvals in place before research can begin.

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Roles and Responsibilities

- Vice-President (Research) is the Senior Manager for the Cannabis Research License and is responsible for appointing the Responsible person to manage the cannabis research program on their behalf.
- Director, Research Office, is the Responsible Person named on the license. The Director is the point of contact for Health Canada and ensures that activities are conducted in accordance with the license.

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Roles and Responsibilities

- Cannabis Research Committee provides oversight for the development of guidelines and training for the cannabis research program, ensuring compliance with legislative requirements. The Committee reviews cannabis research applications and Standard Operating Procedures (SOPs) from researchers.
- Cannabis Research Coordinator is responsible for providing advice and assistance in all matters related to cannabis research, including additional approvals, as well as creating, updating, and educating on procedures and practices for the use of cannabis in research.

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Roles and Responsibilities

- All persons using cannabis for research will:
 - Comply with the Research with Cannabis Policy
 - Submit and have approved the Cannabis Research Application Form before obtaining cannabis for research purposes.
 - Meet all requirements as outlined in the Cannabis Research Program and the conditions in their respective permits.
 - Comply with legislative requirements (Federal/Provincial Acts, regulations, standards and guidelines and Municipal bylaws).
 - Ensure that cannabis is purchased by, stored at, and returned promptly to UR Stores at the end of a session, and that no unauthorized person is given access.

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Roles and Responsibilities

- Principal Investigator (PI)
 - Develop and maintain required standard operating procedures for cannabis related activities
 - Provide training on related procedures to all personnel working under the registration or permit
 - Maintain records of cannabis inventory as prescribed
 - Take adequate steps to contain, protect and secure cannabis against loss or theft
 - Restrict access to the cannabis to those with a need to access for the research project
 - Adhere to any other terms and conditions of permits and licenses granted

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Roles and Responsibilities

- Principal Investigator (PI)
 - Report any loss or theft of cannabis to Campus Security immediately upon discovery. Report spill, loss or thefts of cannabis to the Cannabis Research Coordinator.
 - Maintain, amend, renew and terminate approvals in a timely manner as applicable.
 - Destroy all unused cannabis material through authorized destruction methods outlined in permit upon completion of associated research.
 - Submit annual reporting to the Cannabis Research Coordinator.

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Roles and Responsibilities

- UR Stores
 - Purchases the cannabis from legal sources in accordance with amounts approved.
 - Keep cannabis in secure safe when not in use by a researcher.
 - Ensure that researchers have an approved protocol before releasing cannabis from the secure location.
 - Track amounts released to and returned by researchers.
 - Reconcile amounts distributed with amounts returned, used, destroyed, and report anomalies to the Cannabis Research Coordinator.

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Roles and Responsibilities

- Campus Security
 - Consult with stakeholders as required regarding appropriate security provisions to be implemented, particularly if alarms, surveillance systems or renovations are considered.
 - Provide advice to the Cannabis Research Committee on safety protocols as required.
 - Investigate any losses/thefts of cannabis.
 - Liaise with law enforcement agencies as required.

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Applications

- Researchers must apply to the Cannabis Research Committee far enough in advance of the start of the program of research for the Committee to review and approve and for UR Stores to purchase the cannabis.
- Applications must use the form that follows.

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Cannabis Research Application Form

Name: _____
 Faculty: _____
 Project Title: _____
 Funder: _____


Describe the nature of research performed
(Include a brief summary of the proposed research program and track used to perform said research (e.g., identify the research team and their field of research, including any potential in vivo model organisms). If human subjects are to be involved with any research, please outline the scope and nature of any anticipated projects.)

Does the Research involve Human Subjects or Human Biological Materials? Yes ☐ No ☐
 Is this a Clinical Trial? Yes ☐ No ☐
 Does the Research involve animals? Yes ☐ No ☐
 Does the Research involve hazardous materials? Yes ☐ No ☐

What is the estimated maximum quantity of dried cannabis (or non-dried equivalent) that will be possessed at any given time?
(The estimated maximum quantity of cannabis that is proposed to be possessed or produced by the applicant at any given time (e.g., kilogram, litre or number of plants or seeds, as appropriate))

What is the location of the proposed research?
What physical security measures will be in place to prevent unauthorized access to the operations areas where research with cannabis is conducted? What has access to operations and storage areas and how is this access controlled? How are the storage areas secured? What laboratory/room will the research take place in?
(The Research Office will coordinate with the relevant units on campus to assist with the creation of SOPs and protocols to address this item as necessary)


How will cannabis be disposed at the end of its use?
☐ Autoclaved and mixed with soil before culture media
☐ Ground and mixed with at least equal part of other materials
☐ Other _____

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Equivalent amounts (for application form)


Class of Cannabis	Quantity that is equivalent to 1 g of dried cannabis
Dried cannabis	1 g
French cannabis	1/3 g
Seeds containing cannabis	1/3 g
Non-solids containing cannabis	0.5 g
Cannabis solid concentrates	0.25 g
Cannabis non-solid concentrates	0.25 g
Cannabis plant seeds	1 seed

Note: Non-dried cannabis in solid and non-solid forms are considered cannabis concentrates when above 3% THC by weight.

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Amendments

- The following circumstances will require an amendment to the application form:
 - Changes to source of cannabis
 - Changes to amount required
 - Changes to product name
 - Changes to research protocol
 - Changes to location
 - Changes to personnel
- Notifying the University of these changes will ensure that records concerning your research project are up to date and in compliance with all guidelines and the terms of our licence.

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Procurement

- All cannabis must be obtained from a legal source.
- The Cannabis Research Coordinator will approve a Procurement Form based on amounts described in the Cannabis Research Application Form and usage to date.
- The approved Procurement Form must be submitted to UR Stores with sufficient notice before the start of the cannabis research to allow for purchase of the product.

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Procurement Form

Cannabis Permit Holder Name: [Click here to enter text.](#)
 UR Cannabis Permit #: [Click here to enter text.](#)
 Project Title: [Click here to enter text.](#)
 Product name and description: [Click here to enter text.](#)
 Quantity: [Click here to enter text.](#)
 Preferred supplier: [Click here to enter text.](#)
 Equivalent quantity of dried cannabis (or non-dried equivalent)? Schedule 3 of the Cannabis Act
[Click here to enter text.](#)

PI Signature / Date

Approver Signature / Date

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Working with Cannabis

- The operation area for a proposed study must be approved at the time of the Cannabis Research Application Form to ensure that the space proposed meets these criteria.
- Access in operations areas is controlled by requiring laboratory doors to remain closed and locked while cannabis research is taking place. Only those individuals who are listed and approved on the *Cannabis Research Application Form* are permitted within a research space while research with cannabis is ongoing.

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Working with Cannabis

- Cannabis will be stored in a locked safe in a locked mechanical room inside of UR Stores.
- Researchers will be provided with the amount of cannabis required for that day.
- Any unused cannabis at the end of the day is to be returned or destroyed following the procedures set out in the *Cannabis Program* and documented on the *Destruction of Cannabis Form*. The *Destruction of Cannabis Form* will be returned to UR Stores to reconcile the amount of cannabis distributed with the amount returned and disposed of at the end of the day.

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Record Keeping

- All material is to be requested from a legal source through UR Stores.
- UR Stores will track materials in and out of their facilities on a daily basis (unless there is no cannabis research activity on that day).
- Records must be kept for at least 2 years.

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Record Keeping

Cannabis Tracking Form

Cannabis Permit Holder Name: _____
 UoR Cannabis Permit #: _____
 Product Purchased: _____ Total Weight/Vol: _____
 Purchase Date: _____

Dispense Date: _____ Amount Returned: _____ Amount Disposed: _____
 Cannabis Disposal Form Received: ☐ Amount Remaining in Purchase _____

Cannabis Permit Holder
 Name: _____ Signature: _____ Date: _____

Dispense Date: _____ Amount Returned: _____ Amount Disposed: _____
 Cannabis Disposal Form Received: ☐ Amount Remaining in Purchase _____

Cannabis Permit Holder
 Name: _____ Signature: _____ Date: _____

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Destruction

- Cannabis is to be destroyed using one of methods on the following form.
- Destruction must be witnessed by the PI and by a permanent employee of the university. Students can not sign the destruction form.

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Destruction Form

Cannabis Permit Holder Name: _____
 UMR Cannabis Permit #: _____
 DESCRIPTION OF DESTRUCTION METHOD
☐ Plant material - Autoclaved and mixed with soil and/or culture media.
☐ Plant material - Ground and mixed with at least equal part of other materials.
 Indicate what other materials used: _____
☐ Other - Mixed with liquid soap and absorbed with solid absorbent.
 DESTRUCTION
 Description of samples destroyed, including brand name if applicable: _____
 Net weight or volume (if liquid) prior to destruction: _____
 WITNESS
 I, the undersigned, certify that I am a permanent employee of the University of Regina and that I have witnessed the destruction of the cannabis described above as per the method described above.
 Name: _____ Signature: _____ Date: _____
 Name: _____ Signature: _____ Date: _____

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Reporting


- Principal Investigators need to provide an annual report on their research projects. The information provided will be used to formulate the University's annual report to Health Canada.

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Annual Renewal and Reporting Form

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Questions?

- For questions, contact research.office@uregina.ca.

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