# COUNCIL COMMITTEE ON RESEARCH

Thursday 8 October 2020 – 2:30 to 4:00 pm

**AGENDA**

Zoom Meeting ID - 968 9210 4321  
Passcode - 756471

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<tr>
<td>2:30 pm</td>
<td>Introductions</td>
<td>Al-Anbagi</td>
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<tr>
<td>2:33 pm</td>
<td>Approval of Agenda</td>
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<tr>
<td>2:35 pm</td>
<td>Approval of Meeting Minutes from August 24, 2020</td>
<td>Al-Anbagi/Yost</td>
<td>Appendix 1</td>
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<td>2:37 pm</td>
<td>Chair’s Report</td>
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<td>2:45 pm</td>
<td>VP Research Report</td>
<td>McNutt</td>
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<td>2:50 pm</td>
<td>TOR and Motion to Establish the President’s Research Chair and the Chancellor’s Research Chair at the U of R</td>
<td>Yost</td>
<td>Appendix 7</td>
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<tr>
<td>3:00 pm</td>
<td>Indigenous Research Report</td>
<td>Gray</td>
<td>Appendix 4</td>
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<tr>
<td>3:10 pm</td>
<td>CCR Terms of Reference/Membership</td>
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<td>3:15 pm</td>
<td>CCR Policy Revisions</td>
<td>Yost</td>
<td>Appendix 6a&amp;b</td>
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<td>3:25 pm</td>
<td>CCR Decision on Dissolving Subcommittees</td>
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<td>3:30 pm</td>
<td>U of R Website Redesign Project Update</td>
<td>Sawa</td>
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<td>3:50 pm</td>
<td>Business Arising</td>
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<td>4:00 pm</td>
<td>Adjournment</td>
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## CCR Subcommittees

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<th>Standing</th>
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<td>CFI</td>
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<td>NSERC</td>
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<td>Research Trust Fund/Sabbatical Research Grant</td>
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<td>Covid-19 Return to Research</td>
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## Distribution

- Kathy McNutt, VP Research  
- Chris Yost, AVP Research  
- Nick Jones, Graduate Student & Research  
- Sally Gray, Director, Research Office  
- Raymond Blake, Arts  
- Lisa Watson, Business Administration  
- Twyla Salm, Education  
- Amr Henni, Engineering & Applied Science  
- Doug Moen, Johnson Shoyama Graduate School  
- Larena Hoeber, Kinesiology & Health Studies  
- Christine Ramsay, Media, Art & Performance  
- Joan Wagner, Nursing  
- Cory Butz, Science  
- Gabriela Novotna, Social Work  
- Christina Winter, Library  
- David Meban, Campion College  
- Francesco Freddolini, Luther College  
- Bettina Schneider, First Nations University of Canada  
- Sandra Zilles, CRC Rep.  
- Nathalie Reid, CTRC  
- Irfan Al-Anbagi – Council Member (Chair of CCR)  
- Sheila Petty, Council Member, MAP  
- Shrinath Manoharan, Graduate Student Association

## Guests

- Shalyn Sawa (Project Lead)  
- Therese Stecyk  
- Brian Webb
COUNCIL COMMITTEE ON RESEARCH
Minutes of the Meeting of
Monday, August 24, 2020
2:00 – 3:00 pm
Zoom – Meeting ID 612 495 0387


Resource: P. Splett (Research Office), recorder

Guests: R. Deschamps

Regrets: A. Miller, S. Gray, D. Moen, C. Butz

1. Introductions – New appointments
   Christina Winter, Copyright and Scholarly Communications Librarian
   Shrinath Manoharan, Graduate Student Association
   Gabriela Novotna – Associate Dean of Research – Social Work
   Lisa Watson – Associate Dean of Research - Business Administration
   Christine Ramsay – Associate Dean of Research - MAP

2. Approval of Agenda
   Hoeber/Wagner - moved approval of the agenda CARRIED

3. Approval of meeting minutes from May 7 and May 27, 2020
   Minutes to be sent out to the committee for email approval.

   Irfan Al-Anbari is the in-coming chair.
   Council committee member search continues from Executive Office.

5. Return to Research – Phase 3 Document (attached)
   -The Phase 3 allows human participants on and off campus.
   -Town Hall on Friday August 29 to discuss Phase 3 and implications.
   -Roll-Out of Phase 3 is September 1, 2020
   -If approved, Phase 3 document will be communicated the university community after Town Hall.
- Phase 3 Questions and Concerns
  - Face Mask / Face Shields / Face coverings
    Face shields and covering not allowable. Permissions may be granted if unable to wear a face mask due to medical or religious reasons.
  - Certain Kinesiology activity cannot wear a face mask. Further steps to be approved for Kinesiology physical activities. Inquiries for this type research to be sent to the Risk Assessment Committee.
  - All work that can be done remotely, must be done in this manner.
  - Supervisor can request use of drylabs through the Risk Assessment process.
  - Concerns of our general mental health of graduate students and postdoctoral students working from home.

- Phase 3 Document Revision:
  - Define “community” in a footnote as “Non university staff or students” (Page 7)
  - Clarify the rule of 50% capacity on drylabs.
  - Define allowable research activity that can be done on campus - page 7.
  - Add disinfecting shared equipment – page 7

Motion: CCR approves the Phase 3 document with revisions as discussed.

Al-Anbagi/Watson - moved approval of motion CARRIED

6. CCR Terms of Reference
   Revisions to membership:
   - Remove: Associate Vice-President (Academic/Research)
   - Remove: Director, Office for Research, Innovation & Partnerships
   - Add: Director, Research Office
   - Add: Associate Vice President (Research)
   - Remove: Dean, Faculty of Graduate Studies and Research
   - Add: Dean, Faculty of Graduate Studies
   - Remove: Associate Director at the U of R campus, Johnson Shoyama Graduate School of Public Policy
   - Add: Director, Johnson Shoyama Graduate School of Public Policy

Bring forward to next meeting: Discussion on membership composition
Elected council members vs Ex-officio members

7. Business Arising
   None.

Adjournment
   Watson – moved to adjourn.
2019-2020 Report to Executive of Council

From

Council Committee on Research

Submitted by Chris Yost, CCR Chair 2019-2020

September 2020

Preamble:

In preparing a CCR year in review report for Executive of Council I was taken aback by the number of changes that have taken place in the past year, including leadership position changes across campus. Of course the greatest change was the arrival of the COVID-19 pandemic, which remains at the centre of our collective minds. In this context of change, the consistent and positive role CCR has played in providing insights and recommendations on the university’s research endeavours and the associated policies and procedures throughout the past year has been very reassuring.

Year in Review General Summary (Pre-COVID-19):

A central goal for CCR during the 2019-2020 was to maintain the momentum that the former chair, Dr. Raymond Blake, established for CCR activities in 2018-2019 (Appendix A). In 2019-2020 the three elected Council members continued to serve as the CCR agenda subcommittee and developed each CCR meeting agenda, with the support of Sally Gray and the research office. CCR members were engaged and contributed to agenda items that were balanced between procedural activities and focused activities of strategic importance.

EDI in research: CCR welcomed and applauded the new resources that are supporting Equity, Diversity and Inclusion within the research activities at UofR. Pauline Streete the EDI Research Officer joined CCR meetings to provide EDI support to our activities.

Governance: In the past year CCR continued a discussion on our membership and what is the best balance in terms of numbers of appointed members and council elected members. This remains an ongoing discussion. Other governance items including a meeting with current and past Council representatives to the Board of Governors and the University Secretary, and discussions how CCR can assist the Vice President Research in reporting research activities to the BoG. Other governance related activities included Council elected CCR members meeting with Dr. Kerri Finlay and members of the Strategic Planning Committee to provide inputs on the strategic planning process in relation to the universities research aspirations. The prominent feature of Discovery in the 2020-2025 University Strategic Plan is appreciated and CCR looks forward to helping in supporting research activities reflected in the Strategic Plan.
CCR also spent a significant amount of its agenda devoted to consultation with FGSR on their strategic planning and graduate student support activities.

**Research Communication:** CCR continued to engage in discussions to strengthen the processes to communicate research activities to that campus community and broader. CCR met with the leadership team on the UofR website redesign. CCR members provided consistent and clear messages regarding the importance of ensuring that research stories are a prominent feature within a website redesign. CCR will continue to play a role in advocating for promotion of research stories as an important communication activity at the University of Regina.

**Procedural Activities:** Highlights of procedural activities in the past year include bringing motions to Executive of Council for the approval of two new University Research Centres: Child Trauma Research Centre and the Canadian Institute for Public Safety Research and Treatment Centre.

CCR also changed the Terms of Reference such that Council elected members will now serve 4 year terms (replacing 3 year terms). As CCR activities and initiatives can span multiple years we concluded that 4 year terms will provide continuity to help council members serve CCR more effectively.

**Post March 2020 Activity Summary:**

The COVID-19 pandemic and the subsequent campus activity restrictions that were instituted in mid-March redirected normal CCR activities. Consequently, the bulk of CCR time and activity post-March was devoted to developing plans for a safe and measured return to research activity for Council members and affiliated researchers, including graduate students and undergraduate students. A CCR subcommittee comprised of council elected members along with the Associate Deans Research for faculties of KHS, Engineering, MAP, and Science, and guided by the CCR main committee, developed return to research plans to advise the Vice President Research. I appreciate the dedication of CCR members who devoted time to extra meetings and efforts that were put toward developing these recommendations to the Vice President Research. I think that our ability to initiate a return to research in a safe and timely fashion, relative to other institutions, is supportive evidence of the effectiveness and value of having a committee with the composition of CCR.

**Ongoing Activities:**

CCR can continue to build on the foundational year end reported created by Dr. Blake in 2018-2019 (Appendix A). The need to support OA and our researchers who publish through OA venues will gain increasing relevance (Appendix B). This will continue to be an important file for CCR and CCR will continue to engage in supporting the Vice President Research in activities to advancing OA support and OA activities.
The recent unionization of Post-Doctoral Fellows and Research Associates will continue to have implications to our research activities and speaks to the broader discussion on infrastructural supports for our Post-Doctoral and Research Associates. CCR looks forward to working with the Vice President Research on ensuring support to these groups who are critical to our research activities.

Supporting initiatives to strengthen our success with Tri-council funding will continue to occupy substantial agenda items for CCR. As well working with the EDI Research Officer in mainstreaming EDI in our research policies and activities.

CCR will continue to pursue solutions to the research challenges that were identified through Council member consultation in 2018-2019 (Appendix A). For example, identifying and providing strategic recommendations on graduate student support can remain an active agenda item for CCR.

As we adapt our research to a protracted state of operating within a COVID-19 pandemic CCR can play an important role in helping to provide recommendations on supporting our research community during these challenging times.
UNIVERSITY OF REGINA

Board of Governors

Subject: Report on Research at the University of Regina

1. Research enterprise features

New Associate Vice-President (Research)

Dr. Christopher Yost has been appointed as Associate Vice-President (Research) for a five-year term effective September 1, 2020. Dr. Yost has long been a strong advocate of the University of Regina's research enterprise. A member of the Department of Biology, Faculty of Science for 17 years, Dr. Yost received his PhD from the University of Calgary in 1998, and has experience as a research scientist with Agriculture and Agri-food Canada (Lacombe Research Centre, Alberta) and as a research associate at the University of Aarhus in Denmark. Former Tier II Canada Research Chair in Microbial Ecology and Food Safety, Dr. Yost is the Co-Director of the Institute for Microbial Systems and Society. His research interests focus on environmental microbiology with a specific focus on agricultural microbiology.

As we re-establish the Associate Vice-President (Research) role at the University, the entire research team is thrilled to have Dr. Yost join us, bringing years of leadership experience to help guide the U of R research enterprise even as we navigate through the current challenges and the stages of our recovery plan.

Results from Phase 1 and 2 of Return to Research Plan

As of August 31, the Vice-President (Research) granted permission for 131 research projects to proceed on-campus or in the field through phases 1 and 2 of the Return to Research Plan.

A survey of faculty and graduate student researchers designed to gather feedback on how the return to research was being perceived was conducted in July. The return to research rolled out to date has been well-received by most researchers. With the support provided (training, safety guidelines, health and safety notes), the vast majority of researchers are comfortable returning to their research activities on campus. A significant segment of the research community is not yet able to resume research activities and there is a desire for further relaxation of restrictions. The loss of research productivity as a result of the pandemic interruption is a significant concern; particularly, for researchers with family care responsibilities. Communications supporting the return to research and related processes have room for improvement. This report represents a narrow slice in time; research recovery will be a protracted undertaking requiring ongoing monitoring and course correction.

Feedback from survey was used to inform the development of guidelines for phase 3 which was launched on September 1.
Best-selling Canadian Non-Fiction from U of R Press

*Until We Are Free: Reflections on Black Lives Matter in Canada* edited by Rodney Diverlus, Sandy Hudson and Syrus Marcus Ware and published by the U of R Press spent four weeks in a row on the national best-seller list for non-fiction in June and July. The book is a collection of essays by and conversations with artists, educators, scholars, activists and community leaders focusing on the most urgent issues facing Canada’s Black community today.

2. Research highlights since the last report: funding, awards, recognition, major publications, partnerships, etc.

- University of Regina researchers collectively received $710,718 from the Social Science and Research Council’s (SSHRC) Insight Grants program. The federal program provides stable support for long-term research initiatives that enables scholars to address complex issues about individuals and societies, and to further our collective understanding. Dr. Donica Belisle, associate professor of history, was awarded $91,826 to explore the production, distribution, and consumption of cane and beet sugar between 1890 and 1960 to highlight the reasons behind why Canadians, by the 1960s, became among the top consumers of refined sugar, per capita, in the world. Dr. Gordon Pennycook, an assistant professor of behavioural science has received $316,160 to better understand why people believe and spread disinformation online and to help find ways to inoculate the public against false and misleading content. English professor Dr. Christian Riegel and psychology professor Dr. Katherine Robinson, both of Campion College at the University of Regina and Fellows of the Royal Society for the Arts (UK), received $204,304 in funding to harness the power of eye trackers. Dr. Raymond Blake, history professor and member of the Royal Society of Canada and his research team received $98,826 from SSHRC to examine Prime Minister Pierre Trudeau’s the Peace Initiative, aimed at improving East-West relations and reviving arms control negotiations between the US and the USSR, from the Canadian perspective.

- Four University of Regina researchers collectively received a total of $462,568 from the Saskatchewan Health Research Foundation’s Establishment Grants program, which provides funding for research that will improve the health and well-being of people in Saskatchewan. Dr. Cheryl Camillo, an assistant professor at the Johnson Shoyama Graduate School of Public Policy, received $102,660 for her project, *Maximizing Saskatchewan Breast Cancer Screening Program Rates through Patient-Partnered Research*. Dr. Elizabeth Cooper, assistant professor in the Faculty of Kinesiology and Health Studies, received $119,911 for her project, *Nurturing Warriors: Understanding Mental Wellness and Health Risk Behaviours among Young Indigenous Men*. Dr. Shela Hirani, associate professor in the Faculty of Nursing, received $120,000 to discover more about the factors that directly and indirectly affect immigrant mothers’ breastfeeding practices in Saskatchewan. Dr. Julia Totosy de Zepetnek, assistant professor in the Faculty of Kinesiology and Health Studies, received $119,997 to evaluate the feasibility and effectiveness of a new diabetes management program developed by the Saskatchewan Health Authority.

- Dr. Lise Milne of the Faculty of Social Work and Dr. Nathalie Reid, director of the Child Trauma Research Centre (CTRC) received $47,342 from the Canadian Institutes of
Health Research (CIHR) in the form of Knowledge Synthesis Grant. The funding will be applied to research that will allow them to translate knowledge for child welfare organizations across the Canadian Prairies, in order to support and manage the impacts of COVID-19 on the mental health of children, families, and workers.

- Dr. Andrew Cameron, Department of Biology and co-director of the Institute for Microbial Systems and Society at the University of Regina is leading a multi-institutional collaboration on Genome Prairie's COVID-19 Rapid Regional Response (COV3R) Project. The COV3R initiative aims to tackle the problem of detecting co-infections in humans, and in the process provide powerful new tools for public health. Genome Prairie provided $240,000 in funding for the project, and the Saskatchewan Health Research Foundation (SHRF) contributed $50,000, while the Centre for Disease Control in B.C., the Roy Romanow Provincial Laboratory in Saskatchewan, and the Cadham Provincial Laboratory in Manitoba have provided in-kind support.

- Two University of Regina researchers have been awarded a total of $408,000 through the federal government’s Canada Foundation for Innovation (CFI) John R. Evans Leaders Fund (JELF). This fund supports scholars with research infrastructure required for them to conduct leading-edge research. Dr. Nicole Hansmeier, assistant professor of biology at Luther College and the Faculty of Science at the University of Regina, was awarded $315,000 for much-needed equipment for cannabis research. The requested instruments will be integrated into the CFI-funded Institute of Environmental Change and Society (IECS) at the University of Regina and will boost research in the Prairies. Dr. Wu Peng, assistant professor in the Faculty of Engineering and Applied Science, received $93,000 to develop solutions for infrastructure impacted by ice, snow, and cold weather.

- Dr. Andres De Los Reyes, Professor of Psychology at the University of Maryland at College Park, will be joining the University of Regina as the 2020-21 Fulbright Canada Research Chair in Mental Health. Dr. De Los Reyes’ research aims to figure out how to use the discrepancies in the ways different adults in a child’s life view the child’s mental health as a tool for understanding where to target treatment services, and monitor treatment progress.
Indigenous Research Showcase

Background:
Since 2015, the Research Office has worked with many individuals, faculties and offices to organize the annual Indigenous Research Showcase. Initially, this began as a one-day event to celebrate and draw attention to Indigenous research activities at the University of Regina. In 2018, it transitioned into a week-long initiative with an additional change: while the Research Office continued to coordinate and promote the events under the showcase banner, the faculties and departments organized the events—panels, round tables, individual presentations, and so on.

Showcase 2020:
The Research Office will make further changes to the showcase in 2020. Rather than a concentrated week of events, we would like to promote Indigenous research activities throughout the entire academic year. Events will continue to be organized by faculties and departments, and the showcase will continue to be coordinated and promoted by the Research Office.

Benefits:
The benefit of this recent change is multifold:
- The flexibility will allow faculties and departments to plan events that better suit their other academic and professional calendars.
- Less overlap in scheduled events will allow audiences more opportunity to attend events.
- It will boost the presence of Indigenous research on campus.
- It will offer more opportunities for education and knowledge mobilization.
- It will create more potential for new research partnerships.
- There will be more opportunities to expose students to gain experience in presenting their research.

2020 call for proposals:
- We invite faculties and departments to submit proposals to the Research Office (research.office@uregina.ca) that include:
  - Panels
  - Round tables or fishbowls
  - Individual speakers
  - Poster sessions
- Topics can range to include any research initiative with Indigenous peoples and Indigenous research practices.
- The Research Office will contact you regarding any logistical support you might need. We can also provide you with the Indigenous Research Showcase logo to use in promotional material.
Council Committee on Research

Purpose: The Council Committee on Research is responsible for providing strategic advice and recommendations on research initiatives, policy and matters at the University to Council and its representatives and the Vice-President (Research).

Membership: 3 elected members of Council
1 graduate student, appointed by the GSA, need not be a member of Council
Ex officio: Vice-President (Research)
Associate Vice-President (Research)
Dean, Faculty of Graduate Studies and Research
Director, Research Office
Each Faculty’s Associate Dean of Research
(Associate) Director at the UoR campus, Johnson-Shoyama Graduate School of Public Policy

Appointed: University Library designate
Each Federated College’s designate
Canada Research Chair designate, appointed by the Vice-President (Research)
Director, University-based Centres/Institutes designate, appointed by the Vice-President (Research)

Resources: Research Office Office of the Associate Vice-President (Research)

Chair: Normally an elected member of Council serving their third year will serve a two-year term as chair of the Committee.

Term: Appointed and elected members’ terms run for four years, except for the Graduate Student designate whose term is for one year.

Roles and Responsibilities:

1. Recommend the establishment of research centres/institutes and chairs to Executive of Council for recommendation to Senate.
2. Participate in the review of University base centres.
3. Recommend policies related to the University’s research endeavors to Executive of Council for recommendation to Senate and to Vice-President (Research) for recommendation to Board of Governors.
4. Develop and review the University’s strategic research planning.
5. Advise the Vice-President (Research) and report to Executive of Council and Council and its representatives on initiatives and issues related to research endeavors at the University.
6. Review, recommend and report the awarding of grants from University-wide research funding programs (e.g., Research Trust Fund, Sabbatical Research Grants) and funding initiatives established by the Vice-President (Research).
7. Review and recommend applications to external agencies that have an allocated envelope (e.g., Canadian Foundation for Innovation, NSERC Research Tools and Instruments) to the Vice-President (Research).

Executive of Council approved 29 April 2002
33 September 2002
Council Committee on Research
2020-2021 Membership

**Ex Officio**
Vice-President (Research) – Kathleen McNutt
Associate Vice-President (Research) – Christopher Yost
Dean of Graduate Studies and Research – Nicholas Jones
Director, Research Office – Sally Gray

**Standing**
Faculty of Arts, Associate Dean of Research – Raymond Blake
Faculty of Business Administration, Associate Dean of Research – Lisa Watson
Faculty of Education, Associate Dean of Research – Twyla Salm
Faculty of Engineering & Applied Science, Associate Dean of Research – Amr Henni
Johnson Shoyama Graduate School of Public Policy, Director – Doug Moen
Faculty of Kinesiology & Health Studies, Associate Dean of Research – Larena Hoeber
Faculty of Media, Art & Performance, Associate Dean of Research – Christine Ramsay
Faculty of Nursing, Associate Dean of Research – Joan Wagner
Faculty of Science, Associate Dean of Research – Cory Butz
Faculty of Social Work, Associate Dean – Gabriella Novotna
University Library – Christina Winter
Campion College – David Meban
Luther College – Francesco Freddolini
First Nations University of Regina – Bettina Schneider

**Appointed**
University of Regina Canada Research Chair – Sandra Zilles
Child Trauma Research Centre – Nathalie Reid

**Elected**
Council Member – 3rd Term Year & Chair of CCR – Irfan Al-Anbagi (2021)
Council Member – 2nd Term Year - ?? (2024)
Council Member – 1st Term Year – Sheila Petty (2022)

**Student**
Graduate Students’ Association – Shrinath Manoharan (2021)
Research Institutes and Centres

Number: RCH-010-005
Audience: All University employees or Researchers.
Issued: April 18, 2007
Last revised: July 7, 2015
Owner: Vice-President (Research)
Approved by: Board of Governors
Contact: Vice-President (Research) – 306-585-5184

Introduction

The University of Regina values the strengths and contributions of its research institutes and centres and seeks to ensure their success as a vital part of the University’s research mandate.

In keeping with good governance, this policy provides for the creation, management and disestablishment of University of Regina research institutes and centres.

Definitions

- **Research Institute or Centre** – a formally constituted unit of the University that is established to bring together relevant researchers and increase focus on a specific area or topic. The terms “research institute” and “research centre” are equivalent for the purposes of this policy.

- **Relevant Authority** – the person with authority and responsibility for a research institute or centre. This is the dean, in the case of a faculty-based research institute or centre, and the Vice-President (Research), in the case of a University-based research institute or centre.

Policy

**Purpose of Research Institutes and Centres**

The prime objective of a research institute or centre is the generation of research product and knowledge. However, a research institute or centre may also have important non-research co-objectives, such as teaching or training, dissemination of research, or public service.
Types of Research Institutes and Centres

The University has two types of research institutes and centres:

1. Faculty-based, under the oversight of the relevant dean and the authority of the Vice-President (Research); and,

2. University-based, under the authority of the Vice-President (Research).

As research orientation and activities evolve, it is possible that it becomes advantageous to convert an initially faculty-based institute or centre to university-based status, or vice-versa. In such a situation the relevant dean and the Vice-President (Research) may recommend this change to the Board of Governors.

Funding

Research institutes and centres are encouraged to seek out external funding so far as possible. Notwithstanding, the University may provide operating funding and in-kind support so far as competing priorities allow.

Duration of Research Institutes and Centres

Research institutes and centres are expected to have longevity.

Leadership and Accountability of Research Institutes and Centres

Every institute or centre shall have a director with administrative responsibility for the institute or centre. The director shall report either to a faculty dean in the case of a faculty-based institute or centre or to the Vice-President (Research) in the case of a university-based institute or centre. Appointments as a director of a research institute or centre will normally be for three to five years. Re-appointments are possible with the approval of the relevant authority.

A director who is a faculty member of the University will continue to receive applicable benefits and privileges. Course release or other compensatory workload reduction may be agreed upon, depending on individual circumstances. Where the director is out of scope, benefits and privileges will be defined in the applicable appointment letter and by the relevant University policies.

Where a director of a university-based research institute or centre is a faculty member, the Vice-President (Research) shall forward an annual assessment of the director’s performance to the relevant faculty dean as input into the faculty performance review process. This assessment will be shared with the director.

Research Institutes and Centres and Academic Programming

A research institute or centre may contribute to undergraduate, graduate, or other training (such as internships) related to ongoing research programs. However, while academic programs may be supported by a research institute or centre, such programs shall not be housed or administered by a research institute or centre.
Multi-Institutional Arrangements

At times it may be advantageous for a research institute or centre to enter into a formalized arrangement (such as a partnership or other relationship) with an entity or entities external to the University. Such arrangements may be subject to formal agreement signed by the Vice-President (Research) or other authority depending on the arrangement contemplated.

A University of Regina research institute or centre may be co-housed at another institution. In such situations, the relevant authority will work with the director to minimize unnecessary duplication in reporting or review processes (for example, an institute or centre annual report or review could be designed to meet the criteria of all administering institutions).

Signing Authority

The relevant authority will provide an incoming institute or centre director with a document defining the director's signing authority.

Financial Structures

An appropriate research institute or centre account structure will be set up in consultation with Financial Services.

Office of Record

The Office of the Vice-President (Research), or its designate, will hold copies of reviews and annual reports of both university-based and faculty-based research institutes and centres.

Policy Compliance

Research institutes and centres shall conform to University policies and procedures.

Consequences for Noncompliance

If a research institute or centre does not meet the requirements outlined in this policy, a full review may be conducted and the research institute or centre may be disestablished.

Processes

Establishment of a New Research Institute or Centre

The following are the steps to establish a new research institute or centre:

1. The relevant authority, in consultation with the Council Committee on Research, reviews foundation documentation (described below) and forwards the relevant
documentation with a recommendation to establish a new research institute or centre to Executive of Council

2. Executive of Council recommends on the matter to Senate

3. Senate approves the establishment of the research institute or centre and makes a recommendation to the Board of Governors

4. The Board of Governors makes a decision to establish the research institute or centre

**Foundation Documentation**

Comprehensive foundation documentation is essential before approval of a new research institute or centre. The documentation should be complete enough to justify the need for a new institute or centre, demonstrate its viability, and guide the management of the new institute or centre over its initial years of existence. At a minimum, the documentation should include:

- name of the institute or centre
- rationale for, and purpose of, the institute or centre
- an analysis of the institute or centre’s fit within the University’s strategic research priorities
- management structure of the institute or centre, including clear lines of authority and responsibility
- anticipated duration of the institute or centre (this may be indefinite or for a specified term – if for a defined term, plans for institute or centre wind up should be included)
- a budget for at least the first three years of operation of the institute or centre, including anticipated revenues from all sources and all operational costs
- a description of physical resource needs (such as office or laboratory space)
- projected staffing requirements
- a risk assessment and risk management strategy, particularly for budget shortfalls
- a definition of institute or centre membership, and membership categories
- terms of reference for an advisory committee for the institute or centre, if applicable
- envisioned relationships with existing University entities and with entities external to the University
- projected contributions, if any, to University goals other than research (such as contributions to teaching and training or to public service)
- performance metrics against which the institute’s or centre’s progress and success will be measured (e.g. external funding, publications, graduate student numbers, community service)
Once a new institute or centre is approved and a director appointed, the foundation documentation should be viewed as a living template and ongoing guide for institute or centre operations.

In response to changing circumstances and opportunities, changes to the foundation documentation can be recommended, typically as part of a review or annual report. In accepting proposed changes to foundation documentation, the relevant authority will use his/her good judgment as to whether the proposed changes are so fundamental as to require approval from the Board of Governors.

Disestablishment of a Research Institute or Centre

Research institutes or centres may be disestablished via either of two mechanisms:

1. In the case of a research institute or centre with a prescribed termination date, the institute or centre will cease to exist as of that date; or,

2. In the case of a research institute or centre with no prescribed termination date, the institute or centre may be disestablished by the Board of Governors.

The relevant authority may recommend disestablishment, giving due consideration to consultations with the relevant director, the Council Committee on Research, and key institute or centre partners. In the case of disestablishment under (2) above, reasonable notice will be given so as to allow for the orderly winding up of institute or centre affairs.

Reporting

Research institutes and centres shall report annually on activities. The director of a research institute or centre is responsible for preparing the annual report and providing it to the relevant authority. Unless otherwise mutually agreed by the director and the relevant authority, the annual report due date for the University year ending April 30 will be June 30 of the same year.

Deans will forward a copy of the annual report of a faculty-based institute or centre to the Office of Record.

Unless otherwise mutually agreed by the director and the relevant authority, the annual report will include, at a minimum:

- an application of the specific performance metrics found in the institute or centre's foundation documentation, including a discussion of progress on meeting performance objectives
- a listing of publications attributable to institute or centre activities
- a listing of presentations and workshop and conference activity attributable to institute or centre activities
- a listing of communications or media activities attributable to institute or centre activities
- an assessment of any outreach or public service activities attributable to institute or centre activities
- a listing of contributions to undergraduate, graduate or internship training
- a university-year financial statement noting all monies received and expended by the institute or centre in each of its University accounts (i.e. FOAPALs)
- an assessment of the status and continued viability of the institute or centre

Where the relevant authority deems it advisable, the relevant authority may direct a research institute or centre director to prepare an interim report at any point in time between institute or centre annual reports. In so doing, the relevant authority will define the nature and scope of the requested information. The interim report, and where useful an assessment of it by the relevant authority, may be provided to the Board of Governors.

Internal Review

The director of a research institute or centre is responsible for preparing an in-house review and providing it to the relevant authority. An internal review shall take place at any point in time on the request of the relevant authority, and at least every five years. The relevant authority shall provide a director with at least 90 days' notice of an internal review due date. Unless otherwise mutually agreed by the director and the relevant authority, an internal review is based on all the elements of the annual report, plus, at a minimum, the following additional components:

- an assessment of the institute or centre's progress since the most recent review, based on the specific performance metrics found in the institute or centre's foundation documentation
- an analysis of the institute or centre's fit within the University's strategic research priorities
- an assessment and recommendation as to whether any of the institute or centre's foundation documentation, management structure, membership categories, or performance measures should be amended to respond to new realities
- a summary of all revenues and expenditures since the most recent review
- an analysis of challenges and opportunities over the next three to five years
- a strategy for the next three to five years to address challenges and opportunities
- a recommendation as to the continuance, restructuring, or disestablishment of the institute or centre

Upon receipt and consideration of the in-house review, the relevant authority may:
• approve the internal review;
• request further information; or,
• initiate an external review.

Deans will forward a copy of the in-house review of a faculty-based institute or centre to the Office of Record.

External Review

At any point in time the relevant authority may initiate an external review.

An external review involves comment, analysis and recommendations by an appropriate external individual or entity (either external to the institute or centre, external to the relevant faculty, or external to the University) selected and engaged by the relevant authority. Details of the external review may differ as defined by the relevant authority, but typically may include:

• an analysis of the institute or centre’s research performance
• an analysis of the institute or centre’s non-research contributions to the University
• an analysis of the institute or centre’s fit within the University’s strategic research priorities
• a funding and expenditures summary over the lifetime of the institute or centre (or since the previous external review)
• a research plan over the next five years
• a funding and expenditures projection over the next five years
• confirmation the institute or centre’s current management structure is appropriate or recommendations for changes to the management structure
• a recommendation as to the continuance, or restructuring, or disestablishment of the institute or centre

Upon receipt and consideration of the external review, the relevant authority may accept the review or request further information.

Deans will forward a copy of an external review of a faculty-based institute or centre to the Office of Record.

Related Information

• RCH-030-010 Budgetary Limits on Spending Research Funds
• OPS-010-050 Fiscal and Research Year Ends
• RCH-030-005 Research Cost Recovery
Research Institutes and Centres

Introduction

The University of Regina values its research institutes and centres’ strengths and contributions and seeks to ensure their success as a vital part of the University’s research mandate.

In keeping with good governance, this policy provides the framework for creating, reviewing, and disestablishing University of Regina research institutes and centres. The abbreviation “Centre/Institute” is used throughout this policy and will be understood to include all research groups, whether generally identified as a research centre or research institute.

Definitions

- **Research Institute or Centre** – a formally constituted unit of the University established to bring together relevant researchers and increase focus on a specific area or topic. The terms “research institute” and “research centre” are equivalent for this policy’s purposes.
- **Relevant Authority** – the person with authority and responsibility for a research institute or centre. This is the Vice-President (Research) or delegate, in the case of a University-based research institute or centre and the dean, in the case of a faculty-based research institute or centre.
- **Office of Record** - The Research Office will hold copies of reviews and annual reports of university-based and faculty-based research institutes and centres.

Policy

Purpose of Research Institutes and Centres

The prime objective of a research institute or centre (hereafter abbreviated as “Centre/Institute/Institute”) is the generation of research products and knowledge.
However, a Centre/Institute may also have important non-research co-objectives, such as teaching or training, dissemination of research, or public service.

Centres/Institutes are established by the Board of Governors after review and approval, on recommendation from Senate.

**Types of Research Centres/Institutes**

The University has two types of Centres/Institutes:

- University-based, under the authority of the Vice-President (Research); and
- Faculty-based, under the oversight of the relevant dean.

As research activities and membership evolve to include more or fewer faculties/departments than were established, it may become advantageous to convert an initially faculty-based Centre/Institute to university-based status, or vice-versa. In such a situation, the Vice-President (Research) or delegate and the relevant dean may recommend this change to the Board of Governors.

**Funding**

Centres/Institutes are encouraged to seek out external funding. To promote this, Centres/Institutes receive a portion of indirect costs received from grants and contracts administered by the Centre/Institute (Tri-Agency funding excepted). Financial support for Centres/Institutes should be based on at least three to five years of confirmed funding, and not solely on a short-term grant or contract. The budget plan for a Centre/Institute must include items such as anticipated costs for administrative and infrastructure support, Information Services and other service costs. The responsible authority (Vice-President Research or Dean) should be advised and updated at least annually regarding a Centre/Institute’s budget plans and financial commitments.

**Leadership and Accountability of Centre/Institutes**

Every Centre/Institute shall have a director with administrative responsibility for the Centre/Institute. The director shall report either to the Vice-President (Research) or delegate in the case of a university-based Centre/Institute or a faculty dean in the case of a faculty-based Centre/Institute. Appointments as a director of a Centre/Institute will normally be for a three to a five-year term. Re-appointments are possible with the approval of the relevant authority. A Dean may not serve as the Director of a Faculty-based research Centre/Institute.

All directors will be issued an appointment letter from Human Resources outlining their role, responsibility, expectations, etc. A director who is a faculty member of the University will continue to receive applicable benefits and privileges. Course release or other compensatory workload reduction may be agreed upon, depending on individual circumstances. Where the director is out of scope, benefits and privileges will be defined in the applicable appointment letter and by the relevant University policies.
Centre/Institutes and Academic Programming

A Centre/Institute may contribute to undergraduate, graduate, or other training (such as internships) related to ongoing research programs. However, while a Centre/Institute may support academic programs, such programs shall not be housed or administered by a Centre/Institute.

Multi-Institutional Arrangements

A University of Regina Centre/Institute may be co-housed at another institution. In such situations, the relevant authority will work with the director to minimize unnecessary duplication in reporting or review processes. A formal agreement with the other institution that outlines each party's rights and obligations must be reviewed and signed by the Vice-President (Research).

Equity, Diversity, and Inclusion

Recognizing that commitments to Equity, Diversity, and Inclusion (EDI) strengthen research and potential relevance and impact to communities, Centres/Institutes will document and implement applicable EDI practices and plans.

Signing Authority

Signing authority for the Centre/Institute director will be in accordance with GOV-010-005, Approval Authorities and Execution of Documents and related appendix. As per policy, all research grants and contracts must be reviewed and approved by the Research Office.

Financial Structures

Every Centre/Institute must establish an accounting structure in consultation with Financial Services with all external funds deposited into individual FOAPAL to ensure compliance in internal and external reporting.

Policy Compliance

Centres/Institutes shall conform to University policies and procedures.

Consequences for Non-compliance

If a Centre/Institute does not meet the requirements outlined in this policy, an internal or external review may be conducted, and the Centre/Institute may be disestablished.

If non-compliance with policies is due to the director's activity/inactivity, the relevant policies' consequences will be applied.

Establishment of a New Centre/Institute

The following are the steps to establish a new Centre/Institute:
1. In consultation with the Council Committee on Research, the relevant authority reviews foundation documentation, and then forwards the appropriate documentation with a recommendation to establish a new Centre/Institute to Executive of Council. Executive of Council recommends the matter to Senate.

2. Senate approves the establishment of the Centre/Institute and makes a recommendation to the Board of Governors.

3. The Board of Governors accepts or rejects the recommendation from Senate. Centre/Institute

Review

The director of a Centre/Institute is responsible for preparing documentation for a review and providing it to the relevant authority. The relevant authority shall provide a director with at least 90 days' notice of a review due date.

A review of the Centre/Institute shall take place at least every five years.

At any point in time, the relevant authority may initiate an external review. An external review involves comment, analysis, and recommendations by appropriate individuals or entities external to the University selected and engaged by the relevant authority.

Upon receipt and consideration of a review, the relevant authority may:

- recommend a continuance of the Centre/Institute with a review in five years;
- recommend a continuance of the Centre/Institute with a review in fewer than five years, during which time the Centre/Institute will endeavor to address issues raised during the review;
- initiate steps to disestablish the Centre/Institute.

Deans will forward a copy of a review of a faculty-based Centre/Institute to the Office of Record.

Reports from reviews of University-based Centre/Institutes will be shared with and discussed by the Council Committee on Research. Comments will be shared with the relevant authority for consideration.

Disestablishment

Centres/Institutes may be disestablished via either of two mechanisms:

1. In the case of a Centre/Institute with a prescribed termination date, the Centre/Institute will cease to exist as of that date, unless the Centre/Institute
director and the relevant authority determine through an internal review that the Centre/Institute should be continued; or,

2. In the case of a Centre/Institute with no prescribed termination date, the Centre/Institute may be disestablished by the Board of Governors.

The relevant authority may recommend disestablishment, giving due consideration to consultations with the relevant director, the Council Committee on Research, and key Centre/Institute partners. In the case of disestablishment under (2) above, reasonable notice will be given to the director so as to allow for the orderly winding up of Centre/Institute affairs.

Reporting

Each Centre/Institute shall report annually to the relevant authority on its activities, membership, challenges and opportunities. The director of a Centre/Institute is responsible for preparing the annual report and providing it to the relevant authority. Unless otherwise mutually agreed by the director and the relevant authority, the annual report due date for the University year ending April 30 will be June 30 of the same year.

Deans will forward a copy of the annual report of a faculty-based Centre/Institute to the Office of Record.

Where the relevant authority deems it advisable, the relevant authority may direct a Centre/Institute director to prepare an interim report at any point in time between Centre/Institute annual reports. In so doing, the relevant authority will define the nature and scope of the requested information. The interim report, and where useful an assessment of it by the relevant authority, may be provided to the Board of Governors.

Related Information

- [RCH-030-010 Budgetary Limits on Spending Research Funds](#)
- [OPS-010-050 Fiscal and Research Year Ends](#)
- [RCH-030-005 Research Cost Recovery](#)
- [GOV-022-010 Conflict of Interest/Conflict of Commitment Policy](#)
- [GOV-010-005 Approval Authorities and Execution of Documents](#)
- Appendix A – Elements of the Foundation Document(s)
- Appendix B – Elements of the Review Document(s)
- Appendix C – Review Process details
**Motion:** To establish the President’s Research Chair and the Chancellor’s Research Chair at the University of Regina.

**Overview:** The President’s Research Chair and the Chancellor’s Research Chair were established in 2020 to recognize exceptional University of Regina scholars who have received great distinction in research. Funded through proceeds from the sale of the presidential residence and the Vice President’s Research, these two chairs are intended to encourage and sustain high levels of scholarly activity by faculty and to retain faculty who have made, and will continue to make, exceptional contributions to research in their field.

The *President’s Research Chair* and the Chancellor’s Research Chair terms of references are attached.

The Adjudication Committee will consist of the following members:
- Associate Vice-President, Research (Chair);
- The Canada Research Chair representative of the Council Committee of Research (CCR);
- The three (3) elected members of the Council Committee on Research (CCR);

In accordance with Research Chairs Policy (RCH-010-010) new Research Chairs will be established with the authorization of Senate on the recommendation of Council with approval of the Board of Governors when funding for the Research Chair is made available from external or internal sources. The principles of Equity, Diversity and Inclusion must be considered in all aspects of the establishment, allocation, recruitment, and evaluation of Research Chairs.

Table One provides an overview of the governance process for the initial creation of the Chairs and a timeline through to selection.

<table>
<thead>
<tr>
<th>Actions</th>
<th>Timeline</th>
<th>Lead</th>
<th>Support</th>
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</thead>
<tbody>
<tr>
<td>CCR</td>
<td>October 8, 2020</td>
<td>Chair CCR</td>
<td>Lori Todd</td>
</tr>
<tr>
<td>Executive of Council</td>
<td>October 28, 2020</td>
<td>Chair CCR</td>
<td>Lori Todd</td>
</tr>
<tr>
<td>Senate</td>
<td>February 5, 2021</td>
<td>VPR</td>
<td>Karen Walker</td>
</tr>
<tr>
<td>Board of Governors</td>
<td>March 9, 2021</td>
<td>VPR</td>
<td>Karen Walker</td>
</tr>
<tr>
<td>Call for nominations</td>
<td>March 10, 2021</td>
<td>VPR</td>
<td>Chidi Igwe</td>
</tr>
<tr>
<td>Adjudication</td>
<td>May 10 and May 12</td>
<td>AVPR and Committee</td>
<td>Lori Todd</td>
</tr>
<tr>
<td>Notification to Chairs</td>
<td>May 15, 2021</td>
<td>VPR</td>
<td>Karen Walker</td>
</tr>
<tr>
<td>Campus Communications</td>
<td>June 1, 2021</td>
<td>VPR</td>
<td>Chidi Igwe</td>
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<td>Chairs start</td>
<td>July 1, 2021</td>
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**TERMS OF REFERENCE**

**President’s Research Chair**

<table>
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<tr>
<th><strong>INTENT:</strong></th>
<th>The <em>President’s Research Chair</em> was established in 2020 to recognize exceptional individuals who have received great distinction in research. The President’s Research Chair is intended to encourage and sustain high levels of scholarly activity by faculty and to retain faculty who have made, and will continue to make, exceptional contributions to research in their field.</th>
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<tr>
<td><strong>MANAGED BY:</strong></td>
<td>Vice-President (Research) Office</td>
</tr>
<tr>
<td><strong>DONOR:</strong></td>
<td>The University of Regina</td>
</tr>
<tr>
<td><strong>FUNDING:</strong></td>
<td>Variable, as received through donor appeals, campaigns and other sources.</td>
</tr>
</tbody>
</table>
| **ELIGIBILITY:** | The award will be presented to a senior academic (Full Professor) and assessed on the following criteria:  
  - Record of research, scholarly, or creative activity excellence and productivity;  
  - Level of impact and international recognition;  
  - Alignment of the nominee’s research goals to the 2020-2025 Strategic Plan;  
  - Evidence of past HQP training success;  
  - Current chair holders are not eligible for the President’s Chair. |
| **APPLICATION:** | The Vice-President (Research) will announce a *Call for Nominations* to be issued when the President’s Research Chair is vacated or the incumbent has reached the term limit. |
| **EXPENDABLE TRUST:** | Funds for the Award will be placed in an expendable income earning trust account and will accrue investment income at the market rate earned by the University.  
  
  Appreciation and/or depreciation in the market value will accrue to each individual trust fund. |
**SELECTION:**

The Adjudication Committee will consist of the following:
- Associate Vice-President, Research (Chair);
- The Canada Research Chair representative of the Council Committee of Research;
- Three (3) elected members of the Council Committee on Research (CCR);

The Adjudication Committee will review nominations and make a recommendation to the Vice-President (Research) office who has final authority.

The selected recipient is awarded the following *entitlements*:
- The recipient will be named “President’s Research Chair”;  
- Appropriate recognition of the President’s Research Chair will be made, including a campus wide announcement and recognition on the University of Regina website;  
- One (1) course release per year (July 1 to June 30) and a payment of $25,000 per year for the two-year term to be used for research activity.

The selected recipient will have the following *responsibilities*:
- Participation in the President’s Research Lecture (alternate years to the Chancellor’s Research Lecture);  
- Annual end-of-period report to be submitted to the Dean of the home faculty of the President’s Research Chair, and shared with the University Executive Team.

**PERMISSION TO ALTER:**

The gift is to be maintained as an expendable trust. If, in the opinion of the University, a change of circumstances should render the designated purpose of the gift no longer practical or reasonably achievable or beneficial to the University of Regina, then the University, after consulting with the living donors, if any, may use the remaining balance of the gift as they may deem prudent to further the objectives and purposes of the University. University Advancement & Communications will ensure that the Donor’s intent is honoured by adhering as closely as possible to this gift agreement. The donation will continue to be clearly identified with the name of the Donor.
SIGNATURES:

Signature: Dr. Kathy McNutt, Vice-President (Research)  
Date

Signature: Lisa Mitchell, Associate Vice-President (UAC)  
Date
**TERMS OF REFERENCE**  
**Chancellor’s Research Chair**

| **INTENT:** | The *Chancellor’s Research Chair* was established in 2020 to recognize emerging scholars who have received great distinction in research and community-based work. The Chancellor’s Research Chair is intended to encourage and sustain high levels of scholarly activity by faculty, and to retain faculty who have made, and will continue to make, exceptional contributions within the community. |
| **MANAGED BY:** | Vice-President (Research) Office |
| **DONOR:** | The University of Regina |
| **FUNDING:** | Variable, as received through donor appeals, campaigns and other sources. |
| **ELIGIBILITY:** | The award will be presented to an academic at the rank of Associate Professor and is assessed on the following criteria:  
- Record of research, scholarly, or creative activity excellence and productivity;  
- Level of impact and international recognition;  
- Alignment of the nominee’s research goals to the [2020-2025 Strategic Plan](#);  
- Evidence of past HQP training success;  
- Current chair holders are not eligible for the Chancellor’s Chair. |
| **APPLICATION:** | The Vice-President (Research) will announce a *Call for Nominations* to be issued when the Chancellor’s Research Chair is vacated or the incumbent has reached the term limit. |
| **EXPENDABLE TRUST:** | Funds for the Award will be placed in an expendable income earning trust account and will accrue investment income at the market rate earned by the University.  
Appreciation and/or depreciation in the market value will accrue to each individual trust fund. |
**SELECTION:**

The Adjudication Committee will consist of the following:
- Associate Vice-President, Research (Chair);
- The Canada Research Chair representative of the Council Committee of Research;
- Three (3) elected members of the Council Committee on Research (CCR);

The Adjudication Committee will review nominations and make a recommendation to the Vice-President (Research) office who has final authority.

The selected recipient is awarded the following **entitlements:**
- The recipient will be named “Chancellor’s Research Chair”;
- Appropriate recognition of the Chancellor’s Research Chair will be made, including a campus wide announcement and recognition on the University of Regina website;
- One (1) course release per year (July 1 to June 30) and a payment of $20,000 per year for the two-year term to be used for research activity.

The selected recipient will have the following **responsibilities:**
- Participation in the Chancellor’s Research Lecture (alternate years to the President’s Research Lecture);
- Annual end-of-period report to be submitted to the Dean of the home faculty of the Chancellor’s Research Chair, and shared with the University Executive Team.

**PERMISSION TO ALTER:**

The gift is to be maintained as an expendable trust. If, in the opinion of the University, a change of circumstances should render the designated purpose of the gift no longer practical or reasonably achievable or beneficial to the University of Regina, then the University, after consulting with the living donors, if any, may use the remaining balance of the gift as they may deem prudent to further the objectives and purposes of the University. University Advancement & Communications will ensure that the Donor’s intent is honoured by adhering as closely as possible to this gift agreement. The donation will continue to be clearly identified with the name of the Donor.
**SIGNATURES:**

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