

**SENATE MEETING
PUBLIC SESSION
MINUTES**

October 28, 2015

3:30 – 5:30 PM

Senate Chambers (Room 1079 Administration Building)

Present: A. Aravind, M. Bouchard, B. Deo, G. Deo, D. Desai, D. Erasmus, W. Fellers, K. Guest, T. Hanschen (Secretary of Senate), K. Howitt (Recording Secretary), E. Jensen, K. Keen, A. Kehler, A. Kitchenham, C. Koehn, A. LeBlanc, D. Wessell Lightfoot, B. Menounos, M. Ouellet, A. Palmer, G. Payne, K. Reimer, D. Ryan, B. Schorcht, W. Schwab, D. Shirodaria, P. Siakaluk (Vice Chair), K. Smith, A. Stroet, J. Sui, D. Weeks (Chair), C. Whalen, T. Whitcombe, R. Robinson, D. Burke,

Regrets:

J. Bankole, D. Clarkson, P. Tobin, M. Dale, B. Krane, J. S. MacDonald, M. Murphy

Absent:

M. Green, A. Wilson, D. Nyce, K. Kuo

The meeting commenced at 3:30 p.m.

1.0 S-201510.01

Approval of the Agenda

Smith

That the agenda for the October 28, 2015 Public Session of Senate be approved as presented.

CARRIED.

Dr. Weeks noted Agenda Item 12.1 the Presentation by Cathy Ulrich would begin at approximately 4:30 p.m.

Dr. Weeks congratulated the staff, faculty, students, and administration on UNBC achieving the #1 spot in its category in Maclean's Magazine.

2.0 S-201510.02

Approval of Senate Minutes

Schorcht

That the minutes of the September 23, 2015 Public Session of Senate be approved as presented.

CARRIED.

3.0 Business Arising from Previous Minutes of Senate

3.1 Motion SCSB20150826.03 - Governor General's Gold Medal Adjudication Process & Criteria – Data

Dr. Owen

Dr. Owen reported that the distribution of the award began in 1995-1996. 19 of these awards have been given out; 9 to CSAM students; 7 to CASHS students; and 3 to Interdisciplinary Studies students. Some examples of the students' disciplines are Math, NRES, Biology, Environmental Science, MCSP, Gender Studies, Psychology, Social Work, Education, and English. There appears to be a non-biased distribution of the single Governor General's Award to both colleges.

4.0 President's Report

Dr. Weeks

Dr. Weeks said the Alumni Tour started last week in Prince Rupert, with a small but well-attended rigorous group. While in the northwest, he met with the President and faculty of Northwest Community College. Dr. Weeks attended the 10th Annual World Religions Conference at UNBC. Dr. Weeks attended a meeting with the Presidents from the Northern Post-Secondary Council who have not met in a number of years. He also attended the BC Business Council Board Meetings. While in Vancouver, Dr. Weeks met with a supporter of the University, Peter Webster, which led into a number of meetings with potential donors. In October, Dr. Weeks met with a number of MLAs via teleconferencing, and he met with potential funders and supporters of the University. There were a few great soccer games to start off the season. He, along with some senior administrators and others in a few units, attended a webinar on collegial environments and higher education. He attended a number of events at CNC, including their Team Canada Dinner, and spoke at a Rotary Club luncheon. He met with a number of individuals from several other institutions across the province, including UBCO and TRU. Students who are the recipients of the President's Scholarship Award were invited to the President's house for dinner. Some dignitaries from China came to UNBC and there were a number of meetings he participated in talking about the possibility working with a few institutions there. He attended the Prince George Chamber of Commerce Business Excellence Awards and was excited that the UNBC Students from the Pave the Way Campaign were the winners of the 2015 Environmental Leadership Award and also a number of the businesses that won significant awards are owned, run, and championed by UNBC alumni. On October 27th, Dr. Weeks has been participating in work for NSERC. NSERC is looking at potentially funding the next round of funding for the Canadian Council on Animal Care.

5.0 Report of the Provost

Dr. Ryan

Dr. Ryan congratulated everyone on UNBC achieving the #1 position in Maclean's Magazine. Dr. Ryan acknowledged the contributions Dr. Krane made to the University. Dr. Ryan has been spending time with colleagues listening about the opportunities and challenges within a number of portfolios. He has attended a number of meetings, including the Northern Post-Secondary Council with Dr. Weeks, the North Caribou Community Council, meetings with people from ministries, and meetings with external visitors, specifically related to external reviews in nursing and computer science, and updates on arbitration news. Dr. Ryan has been working on the Academic Planning and attended a number of the meetings and engagement sessions. He will be attending The Conference Board of Canada conference on post-secondary education and The Research Universities' Council of BC meeting next week. Dr. Ryan plans on communicating regularly with what he is doing, particularly at Senate. He expressed his appreciation for the opportunity to work in his current role, and he looks forward to working with colleagues, Senate, and members of other committees on the opportunities and challenges we have ahead.

6.0 Report of the Registrar

Mr. Hanschen

Mr. Hanschen reminded CSAM faculty of the election for a CSAM Faculty Senator on November 2nd and November 3rd, from 10:00 a.m. – 2:00 p.m. out front of the Registrar's Office. A Call for Nominations has been sent out for two CASHS Faculty Senator Positions that need to be filled; one due to the resignation of a faculty member and one due to an upcoming retirement. The deadline for nominations is November 10, 2015 at 4:00 p.m. A second call for nominations went out for a CASHS faculty representative on the Board of Governors. The deadline for nominations is November 10, 2015 at 4:00 p.m. Mr. Hanschen reminded Senators of the short turnaround on the next couple of upcoming Senate meetings; the next meeting on November 25th and following one on December 9th.

7.0 Question Period

Dr. Weeks

Dr. Weeks said the celebration he announced in his email regarding UNBC's ranking in Maclean's magazine to take place at 12:00 p.m. on October 29th has been changed to 11:00 a.m. due to a faculty event already scheduled for 12:00 p.m. The announcement will come out in another email.

A Senator asked about Dr. Weeks' meetings with local MLAs and politicians, and if he asked them about getting rid of the balanced budget approach. Dr. Weeks said that there was no indication from government in changing this approach.

A Senator asked if there is a timeline for the hiring of an Associate Vice-President Academic and Vice-Provost. Dr. Weeks said there is no timeline at the moment. The terms of this position were very clear while Dr. Krane was here, but with his absence terms of the position are not as clear. Dr. Weeks said he will not act without speaking with Senate. For now the position has been put on hold and is not advertised.

A Senator said that according to Research Info Source, research at UNBC increased by 21% last year and Dr. Bird deserves recognition for this. UNBC was the only university in BC to go up significantly. The Senator asked if it is known when the new Vice President of Research will be hired. Dr. Weeks said

once he knows the transition plan for Dr. Krane, he will give a fulsome report about all the positions at that time.

A Senator asked how long Dr. Ryan will be away from CSAM. Dr. Weeks said he does not know at this time. When the search begins for a person for this position, it will be according to the position search procedure.

A Senator asked for clarification as to what Dr. Weeks meant by Dr. Krane's transition; did he mean his health. Dr. Weeks said he meant transition in his status as a faculty member at the University.

8.0 Removal of Motions from the Consent Agenda Dr. Weeks

There were no requests made to remove motions from the Consent Agenda.

9.0 Committee Reports

9.1 Senate Committee on Academic Affairs Dr. Ryan

"For Approval" Items:

S-201510.03

Changes to the Course Title / Course Description - HHSC 800-3 Graduate Seminar

Smith

That, on the recommendation of the Senate Committee on Academic Affairs, the change(s) to the course title / course description for (HHSC 800-3 Graduate Seminar,) on page 127 (in the Course Description area of the PDF calendar accessible on the UNBC web page) of the 2015/2016 graduate calendar, be approved as proposed.

CARRIED.

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

HHSC 800-~~36~~ Graduate Seminar † This seminar ~~is geared toward developing~~ develops critical thinking skills and ~~aims to help~~s students ~~evaluates~~ a broad spectrum of topics. The seminar ~~functions to generate~~s debate on key issues, promotes interaction with faculty members and other students in the program, and ~~acts a context for~~ includes presentations by the students and invited speakers. Each PhD students is expected to give ~~two-four~~ two 50-minute presentations. ~~One presentation will be on a topic agreed upon by the students and the course instructor, and the other is related to the student's research thesis research.~~ This course ~~extends from~~ is scheduled from September to April.

S-201510.04

Course Deletion - HHSC 801-3 Graduate Seminar II

Whitcombe

That, on the recommendation of the Senate Committee on Academic Affairs, the course deletion of HHSC 801-3 Graduate Seminar II, on page 83 (PDF calendar accessible on the UNBC web page) of the 2015/2016 graduate calendar, be approved as proposed.

Effective date: September 2016

CARRIED (consent agenda)

S-201510.05

Changes to Program Requirements - Health Sciences (PhD Program)

Smith

That, on the recommendation of the Senate Committee on Academic Affairs, the change(s) to the program requirements for the PhD – Health Sciences, on page 67 (in the programs section of the PDF calendar accessible on the UNBC web page) of the 2015/2016 graduate calendar, be approved as proposed.

Effective date: September 2016

CARRIED.

Details of the approved calendar text are as follows (for revisions, deleted text indicated by ~~striketrough~~, new text indicated by underline, and [commentary, where included, in Courier New font within square brackets]):

Health Sciences (PhD Program)

The PhD in Health Sciences offers students the opportunity to develop an advanced level of understanding and training in any one scientific discipline, or a combination of scientific disciplines, related to human health, including the organization and delivery of health services and the processes (e.g., sociological, biological, chemical, physical) that influence human health, or the organization and delivery of health services. The PhD in Health Sciences promotes an integration of the linkages between social, ethical, political, and cultural dimensions, and an understanding of basic biological, ecological and physical determinants of health. Students are expected to acquire a familiarity with the scope of disciplines that contribute to knowledge and practice in health sciences while developing expertise in a specific disciplinary area. Graduates from this program will have an area of concentration, and a familiarity with other disciplines and be able to work constructively and show leadership within the increasingly complex multidisciplinary frameworks that are evolving across all parts of the health continuum.

Students must complete 6 credit hours of a mandatory interdisciplinary seminar series: HHSC 800-63 Graduate Seminar I and HHSC 801-3 Graduate Seminar II. The seminars covers core topics of Grant Writing and Project Management, Ethics and Human Subjects Research, and Methodologies Employed in Health Sciences Research as well as and features presentations on areas of concentration by faculty and senior students in the program.

Students must also complete a 12 credit-hour thesis dissertation (HHSC 890-12 PhD Dissertation) to the satisfaction of their committee. In addition, they must also take a minimum of 6 credit hours in elective courses relevant to their area of concentration as determined by their supervisor. Students may be required, at the discretion of their supervisory committee, students may be required to take additional courses within their area of concentration.

Students must pass three separate checks assessments of on their academic progress towards a PhD: a qualifying exam, a defense of the thesis dissertation proposal, and a defense of the thesis dissertation. The qualifying exam is tailored to ensure a cross-disciplinary aptitude, and tests the student's grasp of the core interdisciplinary materials presented in the seminar series as well as core concepts of their area of concentration derived from elective course work. The thesis-dissertation proposal defense is tailored to ensures students have a grasp of their area of concentration, and therefore examines the level of knowledge within the that area of concentration. Upon successfully passing both the qualifying examination and the thesis proposal defense, students are granted candidate status, and embark upon the thesis work under the supervision of their faculty advisor. Following completion of the research, candidates must defend their thesis before an examination committee.

Summary

HHSC 800-63 Graduate Seminar I	63 credit hours
HHSC 801-3 Graduate Seminar II	3 credit hours
Elective Courses	6 credit hours
HHSC 890-12 PhD Dissertation	12 credit hours
Total Required	24 credit hours

S-201510.06

Approval of Graduate and Undergraduate Academic Dates for the 2016-2017 Academic Year

Schorcht

That, on the recommendation of the Senate Committee on Academic Affairs, the Graduate and Undergraduate Academic Dates for the 2016-2017 Academic Year, be approved as proposed.

Effective date: September 2016

CARRIED.

Academic Dates

Academic Year

The academic year extends from September 1 to August 31 and is composed of the following semesters:

- *September Semester: September to December*
- *January Semester: January to April*
- *May Semester: May to August*

2016 – 2017 Undergraduate Semester Dates

2016 September Semester

September

5	Monday	Labour Day, University closed
6	Tuesday	Orientation Day
7	Wednesday	First day of classes, September Semester All September Semester fees due
21	Wednesday	Last day to add/drop September Semester courses without financial penalty Last day to change September Semester courses from audit to credit and credit to audit

October

10	Monday	Thanksgiving Day, University closed
27	Thursday	Last day to withdraw from September Semester courses without academic penalty, 50% tuition refund

November

10	Thursday	Mid-Semester Break (no classes November 10)
11	Friday	Remembrance Day, University closed

December

2	Friday	Last day of classes
6	Tuesday	First day of exam period
16	Friday	Last day of exam period
17	Saturday	Maintenance Shutdown, Prince George Campus closed
25	Sunday	Christmas Day, University closed
26	Monday	Boxing Day, University closed
27-31	Tues. to Sat.	University closed

Semester Summary

60 Instructional Days

- 11 Mondays
- 12 Tuesdays
- 13 Wednesdays
- 12 Thursdays
- 12 Fridays

11 Exam Days

2017 January Semester

January

1	Sunday	New Year's Day, University closed
2	Monday	University closed

3	Tuesday	Orientation Day, University open
4	Wednesday	First day of classes, January Semester All January Semester fees due
18	Wednesday	Last day to add/drop January Semester courses without financial penalty Last day to change January Semester courses from audit to credit and credit to audit

February

13	Monday	Family Day, University closed
14-17	Tues to Fri	Mid-Semester Break (no classes February 14-17)
23	Thursday	Last day to withdraw from January Semester courses without academic penalty, 50% tuition refund

April

1	Saturday	Registration Opens for 2017-2018 Academic Year
7	Friday	Last day of classes
11	Tuesday	First day of exam period
14	Friday	Good Friday, University closed
16	Sunday	Easter Sunday, University closed
17	Monday	Easter Monday, University closed
26	Wednesday	Last day of exam period

Semester Summary:

63 Instructional Days

- 12 Mondays
- 12 Tuesdays
- 13 Wednesdays
- 13 Thursdays
- 13 Fridays

11 Exam days

2017 May Semester and 2017 Spring Intersession

May

8	Monday	First day of classes, May Semester and Spring Intersession All May Semester fees due, including Spring/Summer Intersessions
12	Friday	*Last day to add/drop Spring Intersession courses without financial penalty
22	Monday	Victoria Day, University closed
23	Tuesday	Last day to add/drop May Semester courses without financial penalty Last day to change May Semester courses from audit to credit and credit to audit
26	Friday	Convocation *Last day to withdraw from Spring Intersession courses without academic penalty, 50% tuition refund

June

16	Friday	Last day of classes, Spring Intersession
19	Monday	First day of exam period, Spring Intersession
23	Friday	Last day of exam period, Spring Intersession
24	Saturday	Maintenance shutdown, Prince George Campus Closed
26-30	Mon. to Fri.	Summer break for May Semester courses (no classes June 26 - 30)
27	Tuesday	Last day to withdraw from May Semester courses without academic penalty, 50% tuition refund

2017 May Semester and 2017 Summer Intersession

July

1	Saturday	Canada Day, University closed
3	Monday	University closed
4	Tuesday	First Day of classes, Summer Intersession
10	Friday	*Last day to add/drop Summer Intersession courses without financial penalty
24	Friday	*Last day to withdraw from Summer Intersession courses without academic penalty, 50% tuition refund

August

7	Monday	BC Day, University closed
11	Friday	Last day of classes, May Semester and Summer Intersession
14	Monday	First day of exam period, May Semester and Summer Intersession
18	Friday	Last day of exam period, May Semester and Summer Intersession

* For condensed courses, the last day to add/drop and the last day to withdraw (50% tuition refund) is indicated in the course specific documentation.

Semester Summary:

62 Instructional Days

- 11 Mondays
- 13 Tuesdays
- 13 Wednesdays
- 12 Thursdays
- 13 Fridays

5 Exam Days

Spring Intersession Summary:

29 Instructional Days

- 5 Mondays
- 6 Tuesdays
- 6 Wednesdays
- 6 Thursdays
- 6 Fridays

5 Exam Days

Summer Intersession Summary:

28 Instructional Days

- 4 Mondays
- 6 Tuesdays
- 6 Wednesdays
- 6 Thursdays
- 6 Fridays

5 Exam Days

Academic Dates

Academic Year

The academic year extends from September 1 to August 31 and is composed of the following semesters:

- *September Semester - September to December*
- *January Semester - January to April*
- *May Semester - May to August*

2016 – 2017 Graduate Semester Dates

2016 September Semester

September

5	Monday	Labour Day, University closed
6	Tuesday	Orientation Day
7	Wednesday	First day of classes, September Semester All September Semester fees due
21	Wednesday	Last day to register or revise registration for the September Semester Last day to withdraw from program without financial penalty Last day to change September Semester courses from audit to credit and credit to audit

October

10	Monday	Thanksgiving Day, University closed
27	Thursday	*Last day to withdraw from September Semester courses without academic penalty

November

10	Thursday	Mid-Semester Break (no classes November 10)
11	Friday	Remembrance Day, University closed
December		
2	Friday	Last day of classes
6	Tuesday	First day of exam period
16	Friday	Last day of exam period
17	Saturday	Maintenance Shutdown, Prince George Campus closed
25	Sunday	Christmas Day, University closed
26	Monday	Boxing Day, University closed
27-31	Tues. to Sat.	University closed

Semester Summary

60 Instructional Days

- 11 Mondays
- 12 Tuesdays
- 13 Wednesdays
- 12 Thursdays
- 12 Fridays

10 Exam Days

2017 January Semester

January

1	Sunday	New Year's Day, University closed
2	Monday	University Closed
3	Tuesday	Orientation Day, University Open
4	Wednesday	First day of classes, January Semester All January Semester fees due
18	Wednesday	Last day to register or revise registration for the January Semester Last day to withdraw from program without financial penalty Last day to change January Semester courses from audit to credit and credit to audit

February

13	Monday	Family Day, University Closed
14-17	Tues to Fri	Mid-Semester Break (no classes February 14-17)
23	Thursday	Last day to withdraw from January Semester courses without academic penalty

April

1	Saturday	Registration Opens for 2017-2018 Academic Year
7	Friday	Last day of classes
11	Tuesday	First day of exam period
14	Friday	Good Friday, University closed
16	Sunday	Easter Sunday, University closed
17	Monday	Easter Monday, University closed
26	Wednesday	Last day of exam period

Semester Summary:

63 Instructional Days

- 12 Mondays
- 12 Tuesdays
- 13- Wednesdays
- 13 Thursdays
- 13 Fridays

11 Exam days

2017 May Semester

May

8	Monday	First day of classes, May Semester All May Semester fees due
22	Monday	Victoria Day, University closed
23	Tuesday	Last day to register or revise registration for the May Semester Last day to withdraw from program without financial penalty Last day to change May Semester courses from audit to credit and credit to audit
26	Friday	Convocation

June

24	Saturday	Maintenance Shutdown, Prince George Campus closed
26-30	Mon. to Fri.	Summer break (no classes June 26-30)
27	Tuesday	*Last day to withdraw from May Semester courses without academic penalty

July

1	Saturday	Canada Day, University closed
3	Monday	University closed

August

7	Monday	BC Day, University closed
11	Friday	Last day of classes
14	Monday	First day of exam period for May semester intersession
18	Friday	Last day of exam period for May semester intersession

*Graduate Students must have permission of their supervisor to alter their registration and must maintain continuous enrolment in order to maintain their position in Graduate Studies.

Semester Summary:

62 Instructional Days

- 11 Mondays
- 13 Tuesdays
- 13 Wednesdays
- 12 Thursdays
- 13 Fridays

5 Exam Days

2016 – 2017 Senate Dates

September 28, 2016

October 26, 2016

November 23, 2016

December 14, 2016

January 25, 2017

February 22, 2017

March 22, 2017

April 26, 2017

May 24, 2017

June 28, 2017 (if required)

July 26, 2017 (if required)

August 23, 2017 (if required)

SCAA201510.01

Approval of the 2014-2015 Annual Report

Whitcombe

That the 2014-2015 Annual Report (September 1, 2014 to August 31, 2015) from the Senate Committee on Academic Appeals be approved as proposed and forwarded to Senate for information.

Effective date: October 15, 2015

CARRIED (consent agenda)

9.3 Senate Committee on First Nations and Aboriginal Peoples

Dr. Ryan

“For Approval” Item:

S-201510.07

Approval of Memorandum of Understanding between Nazko First Nation Government and the University of Northern British Columbia

Schorcht

That, upon the recommendation of the Senate Committee on First Nations and Aboriginal Peoples, the Memorandum of Understanding between Nazko First Nation Government and the University of Northern British Columbia be approved as proposed.

Effective Date: Upon the approval of Senate.

CARRIED.

9.4 Senate Committee on Scholarships and Bursaries

Dr. Owen

“For Information” Items:

SCSB20150923.03

Gwyn Morgan “Be an Engineer” Bursary

Whitcombe

That the new Terms and Conditions for the Gwyn Morgan “Be an Engineer” Bursary be Approved.

Effective Date: 2015-2016 Academic Year

CARRIED (consent agenda)

SCSB20150923.04

London Drugs Scholarship

Whitcombe

That the new Terms and Conditions for the London Drugs Scholarship be approved.

Effective Date: 2015-2016 Academic Year

CARRIED (consent agenda)

SCSB20150923.05

Dr. Galt Wilson Northern Medical Programs Trust Residency Placement Award

Whitcombe

That the new Terms and Conditions for the Dr. Galt Wilson Northern Medical Programs Trust Residency Placement Award be approved.

Effective Date: 2015-2016 Academic Year

CARRIED (consent agenda)

9.5 Senate Committee on the University Budget

Dr. Whitcombe

S-201510.08

Guiding Principles for the Budget Planning Process (2015-2018)

Kitchenham

That, on the recommendation of the Senate Committee on the University Budget, Senate accept and recommend to the Board of Governors the Guiding Principles for the Budget Planning Process (2015-2018) intended to assist the President in preparing for the University budget.

Effective Date: October 28, 2015
CARRIED.

9.6 Senate Committee on Nominations (SCN)

Dr. Koehn

“For Approval” Items:

S-201510.09

Membership Changes to Senate Committees

Desai

That, on the recommendation of the Senate Committee on Nominations, and barring further nominations from the floor of Senate, the following candidates, who have met all eligibility requirements to serve on Senate committees as indicated, be appointed as proposed.

Effective date: Immediately upon approval by Senate

SENATE COMMITTEE POSITION TO BE FILLED
(except as otherwise noted, all terms begin immediately)

CANDIDATE

SENATE COMMITTEE ON ACADEMIC AFFAIRS

Graduate Student — CSAM (03/31/2016)

Ms. Ibukun Olasanmi

SCAAF ART ACQUISITION SUBCOMMITTEE

UNBC Faculty Member from the UNBC Arts Council (03/31/2018)

Dr. Zoe Meletis

Ad hoc expert (03/31/2018)

Mr. George Harris

SENATE COMMITTEE ON SCHOLARSHIPS AND BURSARIES

Faculty Senator — CASHS (03/31/2018)

Dr. Michael Murphy

There were no further nominations, so the motion was CARRIED.

“For Information” Item

SCAAF SUBCOMMITTEE ON CURRICULUM AND CALENDAR

Faculty Member, designate of Dean of CASHS

Dr. Lisa Dickson

“For Information” Item

Senator Appointed for Term of Office Commencing Immediately:

Student Senator (until March 31, 2016)

Ms. Ibukun Olasanmi (Graduate)

10.0 S-201510.10

Approval of Motions on the Consent Agenda

Dr. Weeks

Whitcombe

That the motions on the consent agenda, except for those removed for placement on the regular agenda, be approved as presented.

CARRIED.

11.0 Other Business

No other business was identified.

12.0 **S-201510.11**
Move to In Camera Session
Smith
That the meeting move In Camera.
CARRIED.

13.0 **Information**

13.1 **Presentation from Ms. Cathy Ulrich, President and CEO of Northern Health**
The “Academic Side” of the Northern Health Authority (*The presentation had a 4:30 p.m. start time.*)

Ms. Cathy Ulrich delivered a presentation on “Academic Side” of the Northern Health Authority. The Northern Health Research Review Committee Annual Report 2014 has been attached to the minutes as Appendix I and the Research Review Committee Annual Report Highlights has been attached to the minutes as Appendix II.

14.0 **S-201510.11.01**
Move to In Camera Session
Schwab
That the meeting move In Camera.
CARRIED.

15.0 **S-201510.17**
Adjournment
Schwab
That the Senate meeting be adjourned.
CARRIED.

The meeting ended at 5:00 p.m.

Research Review Committee Annual Report 2014



northern health
the northern way of caring

Research Reviewed

Forty-eight (48) studies were received by the RRC in 2014. Twenty-nine (29) studies went to Committee review, 12 were reviewed through the BC Ethics Harmonization Initiative (BCEHI) process (for multi-jurisdictional studies in BC) and seven were treated as ethics consultations [see Appendix B for definition]. This is the first year that studies have been reviewed through the harmonized process and that studies could be identified as requiring an ethical consultation instead of committee review in NH.

Total # of Studies Reviewed Annually 2007 - 2014

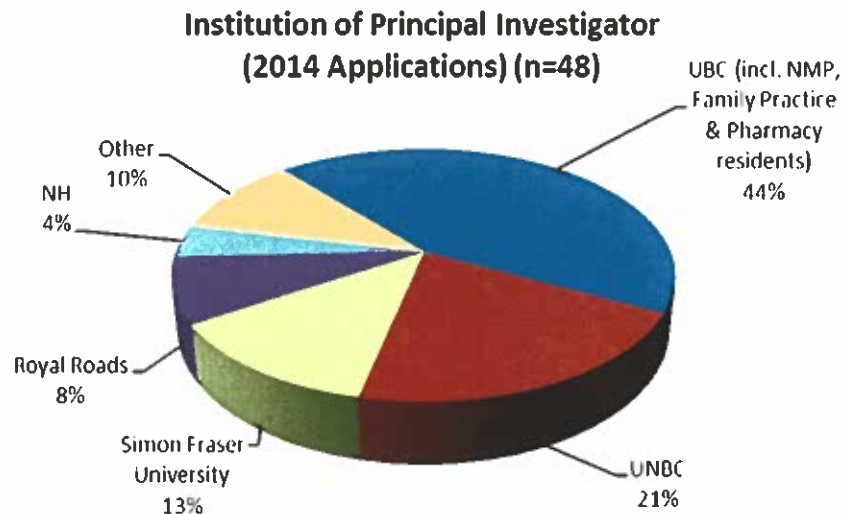


Appendix A contains a list of all research applications approved by the RRC in 2014.

As in previous years, the majority of applications to the NH RRC were received from UBC and UNBC Principal Investigators (PI) (44% and 21% respectively).

Principal Investigators from institutions categorized as “other” submitted one application each in 2014:

- Gonzaga University
- UBC-Okanagan
- University of Victoria
- University of Western Sydney
- Vancouver School of Theology



In 2014, UBC became the most common institution for research reviewed in NH, and Simon Fraser University increased significantly from previous years (see the graph on the following page for 2007-2013 data). The proportionate increases are attributable to NH participation in harmonized reviews.

2014 Administrative Activity and Developments/Highlights

- The committee met eight times in 2014 (every month except July, August, September and December). Delegated reviews were carried out in months when the Committee did not meet.
- Northern Health continued as a partner in the BC Ethics Harmonization Initiative (BCEHI). The aim of the BCEHI is to create efficient, coordinated, and high-quality processes that support and encourage multi-jurisdictional human health research in BC. It is a collaboration among the provincial health authorities and BC's four major research universities, who collectively conduct more than 80 percent of the province's human subject ethics reviews. The initiative is funded by the Michael Smith Foundation for Health Research over a four-year period from 2011 - 2015. In 2014:
 - Northern Health participated in the pilot test and evaluation of the harmonized minimal risk ethics review model.
 - A guidance note for UBC family practice residents, pharmacy residents, and dietetic interns conducting their research in health authorities was written
 - Northern Health and UNBC share representation in the BCEHI. The UNBC Research Ethics Officer is a member of the Advisory Group and the Northern Health Director, Quality & Innovation participates on the evaluation committee. Both institutions are represented on the Senior Leadership group.
 - In 2015, the minimal risk process will continue to be pilot tested and evaluated, and the process for Above Minimal Risk studies will be developed and tested.

Conclusion

The volume of research in Northern Health continued to increase in 2014, due in part to the introduction of a process for provincially harmonized ethics reviews. Student and clinical resident research projects comprised about half of the applications received by the Research Review Committee. Faculty and students from UNBC remained a prominent source of research involving Northern Health, while 2014 saw an increase in studies led by a UBC- or Simon Fraser University-affiliated investigator that involved northern communities and Northern Health sites, patients and staff.

Research is an important contributor to the high quality services in Northern Health and in 2015 the organization will continue its commitment in the strategic plan to *foster a learning environment and engage in research, in partnership with academic institutions.*

Title of Research	Principal Investigator (PI)	PI Institution	NH Operational Approval
Characterization of Dementia Due to Mixed Alzheimer and Subcortical Vascular Pathology	G. Y. Robin Hsiung	UBC	Manager Allied Health, Rehab, GAT, UHNBC
A description of Bronchiolitis in Northern British Columbia	Dr Vincent Arockiasamy	UBC	Health Information Management Services, UHNBC
Human Trafficking: An Examination of Available Services and Support in Prince George, BC	Carolyn Emon	UNBC	
Untold Stories of Rural Health Care Leaders	Lori Swanson	Gonzaga University	
Family Presence During Resuscitation: Nurses' Opinions and Perceptions	Sonya Comeford	UNBC	Professional Practice Lead, Nursing
Creating an evidence base to inform development of a intervention to support discharge of alternate setting of care (ASC) in residential care facilities back to the community	Dr Shannon Freeman	UNBC	VP Planning, Quality & Information Management VP Clinical Programs and Chief Nursing Officer
Men's Healthy Eating and Active Living (M-Heal) Project	Dr Joan Bottorf	UBC Okanagan	
Child Care Needs in Prince George British Columbia	Joanna Pierce	UNBC	Regional Manager Public Health
Retrospective Analysis on Therapy Duration and Reassessment of Reserved Antibiotic Therapy with Automatic Stop Order Policy at UHNBC.	Cindy Yuen	NH	Regional Director, Pharmacy
Determining Hepatitis C treatment eligibility in HIV/Hep C co-infected Northern BC population a cross sectional chart review.	Sara Cassidy	NH	Regional Director, Pharmacy
A study of impacts to patients that have been involved in a motor vehicle accident with moose and deer.	David Montoya	NH	Health Information Management
Staff nurse perceptions of their influence on student nurses learning in teacher led practica	Sarah Hanson	UNBC	Director, Inpatient and Restorative Services Director, Mental Health & Addictions, NI

Title of Research	Principal Investigator (PI)	PI Institution	NH Operational Approval
Long Term Care	Baumbusch		
Healthy Lifestyles After Stroke	Dr. Janice Eng	UBC	Angela Rocca Chief Physiotherapist, UHNBC
Back to BASiCS: Boric acid, Alternate Solution for Intravaginal Colonization, Comparing Intravaginal Metronidazole to Boric Acid in Women Symptomatic for Bacterial Vaginosis	Dr. Konia Trouton	UBC	TBD
Quality of Pediatric Diabetes Care: Connecting health systems, human, and policy perspectives to inform effective health system change	Dr. Shazhan Amed	UBC	Dr. Chaudry
Approaches to Working with Aboriginal Peoples with Acquired Brain Injury: Exploring Perspectives of Speech-Language Pathologists	Barbara Purves	UBC	
The BC Glomerulonephritis Registry: the justification for a provincial registry of patients with glomerulonephritis.	Dr. Sean Barbour	UBC	Jason Dalio ITS
Understanding the Knowledge to Action Gap with regards to the early enrollment of BCNU members in the Enhanced Disability Management program	Mary Catharine Breader	SFU	TBD
Received for Ethics Consult*			
mDAWN: Mobile Digital Access to a Web-Enhanced Network	Dr. Kendall Ho	UBC	n/a
Predictive Value of FAST Scans during Trauma Team Activation in a Level III BC Emergency Department	Erica Casey	UBC	Jordan Oliver Trauma Manager
The Canadian Alliance for Healthy Hearts and Minds: Aboriginal Cohort from Northern BC	Laura Arbour	UVic	Edward David Health Service Administrator
Understanding Context & Decision Heuristics Among Senior Leaders	Phil Cady	Royal Roads	n/a
Biobanking and Genomics in the North: The Role of Primary Care?	Dr. Nadine Caron	UBC	n/a

Appendix B: 2014 Ethics Consult Definition and Process

Purpose of an ethics consult

- To ensure that health research taking place in northern BC has received research ethics approval and is appropriately connected within Northern Health
- To maintain a record of research activity even if a review by the RRC is not required
- To assist the NH RRC to answer questions asked by potential research participants and NH operational leaders about ethics oversight of the study prior to involvement in the research

Guidelines for a study to receive an ethics consult

- Minimal risk study
- REB approval from a recognized institution
- Minimal Northern Health resource involvement (e.g., put up recruitment posters, assist in knowledge translation, provide space for data collection)
- Study is not defined as research but is conducted through a University (has REB approval) and requires some NH resources (e.g., needs assessment, environmental scan for planning purposes, evaluation)

Process in NH

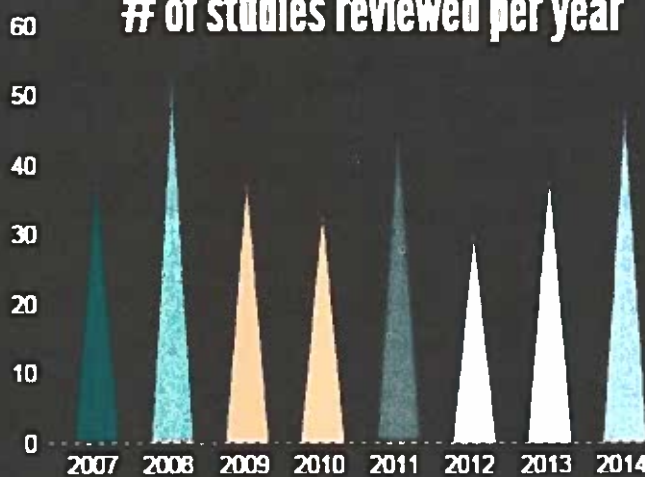
- Request study proposal, REB application with associated documents (e.g., consent form, interview script), and REB certificate of approval. No extra documentation/supplement for NH review is required.
- One committee member conducts a review of the material with particular attention to resource support required by NH
- Ensure that the researcher is appropriately connected with operational departments in NH and the request for any NH resources is clear
- Email researcher and NH operational contacts once ethics consult is complete
 - *Sample correspondence: Thank you for sending your UNBC Research Ethics Board application and supporting documentation and the UNBC REB approval certificate. The documents have been reviewed by a Northern Health (NH) Research Review Committee member and by way of this email we are pleased to inform you and your NH colleagues and our NH Communications Department that the study is approved for promotion/communication through NH to assist with recruitment and knowledge translation. We will retain your documents on file. Best of luck with your research!*
- An RRC Consult file number is issued and documentation and correspondence is filed electronically.

Research Review Committee Annual Report Highlights

Student and
Clinical Resident
Research
comprised 53%
of applications



of studies reviewed per year



Since 2012,
volume of
Research
occurring is
increasing

**Studies
reviewed in 2014**

48



An average of 3
studies were
reviewed per month.
Highest volume in
May and November.



34% of research
was in: Public &
Population Health,
Primary Health
Care and Health
Services/system



44% of Principal
Investigators came
from UBC and
21% from UNBC