

Canadian Council of University Biology Chairs (CCUBC)

Minutes - Business meeting - November 16, 2013.

Saskatoon, SK. 42nd Annual meeting.

Judy Anderson – Past President/Secretary

Present: Acadia, Alberta, Acadia, Brandon, Calgary, Fraser Valley, Lakehead, Laurentian, McMaster, Manitoba, Memorial, Mount Allison, Mount Royal, Nipissing, PEI, Queen's, Regina, Saskatchewan, Sherbrooke, UBC-Okanagan, University of Toronto-Scarborough, Waterloo, Western, Windsor, Wilfred Laurier, Winnipeg.

1430: Judy called the meeting to order (CCUBC President, Manitoba)

1. Approval of Agenda (displayed) – Moved by Mark (Regina), seconded by Jack (Saskatchewan)
Carried

2. President's report: Judy reported on the membership statistics (47 paid members and 28 meeting registrants)

Workshops at this meeting:

- NSERC Presentation (Discovery Grant program update) (guests Guillaume Sabourin & Eniko Megyeri-Lawless)
- Department governance structures (chaired by Jack)
- Dealing with budget cuts (chaired by Judy), and
- Non-NSERC-funded research (organized by Jack and Mark, presentations by Dr. Susan Blum, University of Saskatchewan Director of Office of Research Services, Phil McLoughlin University of Saskatchewan, and Chris Yost, CRC University of Regina).

Feedback on the workshops was very positive. Members also enjoyed the many discussions over meals and especially the roundtable that starts the meeting. The discussions are the tangibles that we can take home. See summary from Mark Brigham of the roundtable briefings (circulated to registrants).

Some themes/issues that emerged from Department reports were budget cuts, teaching load/allocations, health & safety (impact on research, teaching, fieldwork), Aboriginal focus, space and infrastructure constraints (finding funding for renovations), NSERC PGS awards/grad student funding, revenue generation (sources?), departmental program reviews, increasing enrolment vs. declining budget (re: balancing teaching and research mandates), possible new initiatives (e.g., database to be updated – very useful for program reviews). Mark Brigham will recirculate Antoine Morin's survey results.)

e) New Executive for 2013-14

Past President/Secretary – Manitoba (Judy Anderson)

President – Waterloo (David Rose)

VP – Saskatchewan (Jack Gray)

Treasurer – Queen's (1-year, Chris Moyes)

Members at large – Lakehead (Dave Law); Wilfred Laurier (Scott Ramsay), University of Toronto-Scarborough (Andrew Mason), Mount Royal (Ruth Pickett)

Volunteer to help with lobbying – Peter Ryser, Judy, David

f) Memberships:

PAGSE: Partnership Group for Science & Engineering – voted not to renew

CCR: Canadian Consortium for Research – voted to renew and get more involved in lobbying, coordinate meeting schedule with lobby activity on the Hill in Ottawa (November 2014)

Support to Royal Society for International Union of Physiological Societies meetings – voted not to contribute to this

3. Treasurer's Report: Ed Byard (see attached statement).

- a) A single-page (double-sided) financial statement was distributed. Current balance is 36K cash, 30K in GIC (cashable) + 20K in GIC (1 year but liquid).
- b) Motion to accept CCUBC investment policies: Ed, seconded by Robert (Calgary) – Carried
- c) Motion to approve change in signing authority to Wafaa and Chris Moyes – Ed (Winnipeg), seconded by Jack (Saskatchewan) – Carried
- d) Rofail Conference & Management Services (Wafaa Antonious' contract) – duties include negotiating with hotels (choice, conference services, contract, payment/reconciliation – excellent), keeping track of dues and membership lists, website, financials including meeting registrations. Printing costs up (new copier). Want to improve website (faster updates), timeliness of information flow and responsiveness; membership list updating accurately. Motion to renew contract: Ed (Winnipeg), seconded by Mark (Regina) – Carried

4. Future Meetings

Ottawa 2014 – in coordination with CCR lobbying in November. We need to prepare a 1-pager describing CCUBC including the goals of the organization – to leave with MPs when we lobby

Ideas for workshops:

Revenue generation – ideas and practicalities (David, Alberta),

Curriculum programs (need for math, physics, chemistry) and quality of programs (Chris, Queen's)

New hires – matching hiring with program development

Maintaining social cohesion within a department

TAs

Special arrangements in negotiating to take a headship – can we use this to help in succession planning (David, Waterloo)

Suggestion to next organizers: try requesting info in advance from registrants so workshop discussants can prepare for workshop discussions.

2015 – eastward somewhere (TBD) – please consider hosting a meeting!

Awards: reminder to nominate people for next year

Lifetime Contribution Award: Aquatic Biologist Dr. William Taylor, University of Waterloo

Science Promotion Prize: Dr. Diane Orihel, University of Alberta (PhD, 2013)

Graduate Student Research Publication Prize to Jonathan Bennett, PhD student, University of Alberta

Alan (Fraser Valley) inquired about possibility of an undergraduate research award – he will draft terms of reference for such an award, and circulate (via Wafaa) for next meeting

Topics for workshops at 2014 meeting: suggestions included, lobbying, difficult colleagues, budgeting, Federal cuts, downloading, how to make most efficient use of staff.

5. Other Business

Meeting arrangements – noted mix-ups with room keys, no room available, room set-up with rectangular tables, temperature control, food ‘ok’, decision not to charge for drinks at reception before banquet (fiddly and minor cost)

Thanks (collectively) – to Jack (Saskatchewan) for hosting and arranging the excellent tour, to Mark B and Jack (and guests) for workshops, to Mark B (Regina) for recording roundtable and advice, to Ed (Winnipeg) for long service to CCUBC and Treasurer’s report/diligence, to Judy (Manitoba) for chairing the meeting and being president, and to Wafaa for her efforts in support of CCUBC.

6. Adjournment 1530 - Safe travels home (snow has begun)