

PUBLIC MEETING MINUTES – EXECUTIVE COMMITTEE MEETING #92

MEETING CHAIR: Dr. Samuel Weiss
MEETING: Executive Committee Meeting #92
DATE & TIME: January 31, 2017, 8:00 – 10:00 am
LOCATION: HBI Boardroom
ATTENDEES: Drs. Samuel Weiss, Keith Sharkey, Cam Teskey, Rajiv Midha, Keith Dobson, Bev Adams, Wally MacNaughton, Benedikt Hallgrimsson, Richard Walker, Jong Rho, Oury Monchi, and Mr. Carlos Arenas
REGRETS: Dr. Nathalie Jetté
RECORDED BY: Ms. Brandi Chuchman

92.01 Dr. Weiss requested any comments on the minutes from the December Executive Retreat, and the meeting agenda. A motion to approve was made to approve the retreat minutes by Dr. Teskey, and seconded by Dr. Rho. There was no further discussion and all were in favour.

92.02 Dr. Weiss provided his Director's update. In December, he held an end-of-year review meeting with the Dean of CSM, including follow-up to the Dean's visit to the HBI Strategic Advisory Board (SAB) to advise the board members on a prospective recruitment plan for Dr. Weiss' successor. The SAB Chair subsequently met with the Dean to share the board's feedback, along with the ACHRI board chair (as ACHRI is also recruiting an institute director). They are seeking to reach a middle ground which incorporates the principles of what the CSM would like to see in the next director, in concert with the needs of the institute. Dr. Glenda MacQueen will be joining the SAB as a representative of the Dean's office, and Dr. Weiss will also meet with Dr. MacQueen every two weeks to provide ongoing communication between the institute and the dean's office. Dr. Weiss will not be involved in the recruitment of his successor, and this process will be led by the Dean's office.

The institute has been working diligently to engage other faculties in Brain & Mental Health (BMH). There is a presentation planned for the Department of Psychology (Faculty of Arts) on Feb 8, and we are continuing to reach out to other faculties to be proactive on increasing engagement. Conversations on the Emerging NeuroTeam in Neurodevelopmental Disorders are ongoing, and this team is being championed by Drs. Deborah Kurrasch and Susan Graham.

92.03 Dr. Teskey provided an update from the HBI Education Committee. The UAlberta medical school will now require a degree prior to medical school admission, following the national trend. This positively affects the HBI's BSc in Neuroscience program, as there have been a large percentage of students in past years who leave the program early due to enrolment in medical school. UCalgary's medical school currently still does allow admission after 3 years of a degree, but they will be discussing the possibility of changing this policy to requiring a full undergraduate degree. We have completed trainee exchange selections for the Karolinska, Melbourne, and Oxford, and Dr. Teskey thanked Mr. Jason Ng for his work on these exchanges. An international research symposium on epilepsy will be hosted at the HBI May 1-2, in partnership with the University of Melbourne and the Florey Institute. We have already had 15 Melbourne-based faculty committed to attending.

- 92.04** Dr. Sharkey shared an update from the HBI Strategic Research and Innovation Committee (SRIC). There is a new Brain Canada MIRI opportunity for a health outcomes team grant application. This is a leveraging opportunity to double an HBI investment, and matching funding for up to 2 awards has been tentatively included in the 2017/18 budget (subject to approval). Three letters of intent from the NeuroTeams have been submitted. The HBI is also involved in a national LOI for Open Science (being led by Dr. Alan Evans from the MNI at McGill), which would provide cross-country data sharing in the neurosciences. An updated strategy for the HBI mentorship program is in development, and will be circulated to the Executive for feedback when ready. Dr. Sharkey requested nominations for a clinical science faculty member to lead the clinical mentorship program, working with Dr. Hawkes who continues to lead the basic science mentorship program.
- Dr. Sharkey also provided recruitment updates. Dr. Zhao has been approved as the new optogenetics scientist in partnership with Cell Biology & Anatomy. In Physiology and Pharmacology, the recruitment of Dr. Aaron Philips has been approved with crossovers between the HBI and Libin institutes. The position for a neurostimulation researcher with expertise in focused ultrasound has produced a top candidate who is coming for a second visit. The position for a TMS researcher in psychiatry has 2 shortlisted candidates, with an identified lead candidate, however there may be an opportunity to recruit both excellent candidates due to a retirement. The committee discussed whether one of these candidates would be a potential for the Fischer Cuthbertson Chair in ACHRI. The focused ultrasound imaging scientist position has shortlisted 2 candidates, though noting there are significant infrastructure investments required for this position. CFI applications have been written for two of these recruitments, and would significantly help with startup costs. The neuroimmunology position has been re-advertised, with a broader approach. The CRC position in Psychology is currently considering 3 excellent candidates. Many of these recruitments come with spousal recruitments to various faculties, which adds additional complexity. There is an advertisement out for a spinal neurosurgeon in Clinical Neurosciences. The stroke neurologist position is not going forward at this time. The neuromuscular physiatrist search was not successful, as our lead candidate was recruited elsewhere, and this position will be re-evaluated. Finally in the Mathison Centre and Department of Psychiatry, the search for 2 positions has produced strong candidates for one of the positions, however the second search has been unsuccessful.
- 92.05** Dr. Sharkey provided an update on the HBI's space planning work. A draft of a space review for the HBI is now completed, using the quantitative approach presented at the Retreat. The plan has identified space opportunities for all active recruitments. The plan also identified space shortages for future positions in our current footprint allocation. Discussions with the Dean are needed to enable the continued growth of the institute, including growth of the laboratories of its highly successful young investigators. The committee members discussed opportunities for institutes and departments to present a united view of space needs to the school.
- 92.06** Ms. Chuchman presented a summary of the new HBI Members Engagement Strategy, and invited feedback from the committee members. There was agreement that the tactics proposed in this strategy were feasible and would help to improve engagement of members, and no edits were suggested. The institute will now move forward with implementation of this plan.
- 92.07** Ms. Chuchman next presented the draft 'HBI Guiding Principles for Recruitment', which was developed based on discussions held at the Executive Retreat. The members suggested minor changes to strengthen the language. There was agreement that a comprehensive recruitment

strategy is needed. Dr. Weiss is currently holding discussions with the Faculty of Science regarding the possibility of future joint recruitments of neuroscientists with backgrounds in the hard sciences. The committee also discussed adding language to all job advertisements that stresses the value of diversity. Dr. Midha will provide an example of such language to the committee.

- 92.08** Ms. Chuchman also presented the draft External Institute Evaluation plan, which proposes an evaluation of the institute by external reviewers be held in the fall of 2017. This evaluation will be informative and not prescriptive. The committee members were supportive of this plan, and were in agreement on the proposed composition of reviewers. The committee discussed that it would be important to ensure the selected reviewers provided a strong perspective across all 9 NeuroTeams. The committee members were asked to submit nominations for reviewers by February 15.
- 92.09** Mr. Arenas, Drs. Sharkey, Teskey, and Weiss presented the highlights from the 2017/18 HBI budget. This budget will be reviewed and discussed in detail during the February Executive meeting. This year's proposed budget is the largest in the history of the institute, primarily due to the exceptionally high number of recruitments this year. 81% of the budget is allocated towards research, noting that this total includes the investments from the CMRF for the NeuroTechnology platforms, which account for 32% of the research budget. Recruitment startups and investigator funding account for 37% of this budget. Donor directed funds, which come from donor gifts and are targeted to specific research programs, account for 14% of the budget. The budget also supports the core facilities and fund matching programs. Members were presented with a breakdown of the proposed startup packages, CMRF-funded NeuroTechnology expenses, donor directed funds, and the matching programs. The education budget is 10% of the overall budget. Within this budget, 51% of the funding will support studentships and fellowships. This amount has been relatively static over the past several years, and the Education Committee is unanimous in the need for a significant increase in studentships and fellowships, to keep pace with the increased number of trainees in the HBI. Education funding will also support undergraduate awards, career training and development, operations and salaries, and events which support programs like the HBITO, the Friday Seminar Series, and the Kolb Lecture. Community & Partnerships accounts for 2% of the overall budget, with 83% of this budget going towards international partnerships, and 17% for donor relations (noting the CSM Fund Development budget covers the majority of donor-related expenses). The administration costs of the HBI are reflected in the Central Administration budget at 7% of the overall budget, which is consistent with prior years. This budget supports salaries, communications and events, the 2017 evaluation site visit, and services, supplies and travel. The sources of funding for the HBI operating budget include private donations (41%), the CMRF (27%), the donor advised fund (12%), the HBI endowment (11%), REACH-HBI funds (8%), and the VP-Research office (1% for BMH). Dr. Weiss thanked Mr. Arenas, and Drs. Teskey and Sharkey for their work on the budget.
- 92.10** The committee reviewed the associate membership application for Dr. Aaron Gruber, who is based at the University of Lethbridge. A motion to approve this application was made by Dr. Teskey, and seconded by Dr. Rho. There was no further discussion, and all were in favour.

Dr. Weiss concluded the meeting. The next meeting will be held on February 21 and will focus on the 2017/18 HBI budget.