

Office of Research Services Update – May 2021**May 6, 2021**

Dear MacEwan Research, Scholarly, & Creative Activity Community,

Welcome to the May 2021 update from the Office of Research Services. I know the last year has been very trying on everyone personally and professionally. The COVID-19 pandemic has impacted people's abilities to conduct research, but it did not stop the need for research evidence to inform decision making for program and policy development. In fact, pandemic related challenges such as information misinterpretation, the move to virtual teaching and service delivery, and determining how to balance individual and public health needs has re-affirmed the important role that RSCA plays in society. I am impressed and inspired by the way that MacEwan scholars have made adaptations to sustain their existing research programs during the COVID-19 pandemic as well as finding new opportunities to conduct RSCA for the betterment of society.

1. Office of Research Services

The Office of Research Services (ORS) continues to offer all our services virtually. In alignment with institutional plans to increase on campus activity in fall 2021, we anticipate some of our services being offered on campus in the summer and fall terms. Watch the ORS website for any update on ORS service delivery as Provincial and Institutional guidelines change. We strongly encourage people to e-mail research@macewan.ca to request or set up an appointment for any ORS service.

a. COVID-19 Information for Researchers

The ORS website is constantly updated and includes a dedicated *COVID-19: Information for Researchers* section with documents on research resumption, ethics, grant funding and amendments etc. All the webinars from webinar series are available for viewing at the Office of Research Services "Channel" [Office of Research Services - MacEwan University](#)

b. Research Ethics

All human or animal research ethics services are available virtually. This includes any support for applications in ROMEQ or general questions about research ethics. People with previous human or animal REB approval may have to provide additional COVID-19 related documentation or justification prior to resuming any RSCA. We have developed several documents outlining COVID-19 specific REB considerations for doing in-person and field research and how methods or approaches may need to be amended accordingly. These documents are available on the ORS website at <https://www.macewan.ca/wcm/OfficeofResearchServices/Ethics/index.htm>.

Rebecca Mitchell, the Research Ethics Officer, will not be having scheduled office hours over the summer but she is available for 1:1 consultation by appointment. Please consult Rebecca directly at REB@macewan.ca to set up a one-on-one meeting.

c. Research Contracts and Expense Claims

Expense claims or setting up research accounts or contracts for students or RAs continue to be processed as usual. We ask that all contract or expense claim requests be done virtually. If you are

having trouble with a research contract or expense claim please e-mail research@macewan.ca for assistance.

To facilitate the submission and processing of expense claims we have developed templates for travel and research material expense claims. We have also developed a guide for completing expense claims. Templates and guidelines are available here [Post-award Management - MacEwan University](#)

The more stringent expense claim process is to help ORS better manage the workload associated with expense claims and to ensure we are better able to comply with compliance and reporting guidelines from funding agencies. The expense claim templates and instructions must be followed when submitting a claim or else expense claims will be returned to the submitter.

d. Research Resumption during COVID-19

Pandemic management is ongoing, and we still require pre-approval for resuming on and off-campus RSCA. Faculty members that wish to resume either on or off campus RSCA are required to complete and have the necessary restart form approved before resuming any RSCA. On-campus RSCA restart forms must be completed if the activity involves groupwork or it will take place in a shared or common space (e.g. chemistry laboratory). Faculty wishing to use their individual offices for scholarly activity do not need to follow the on-campus RSA resumption process. However, any individuals wishing to do on campus office work should consult with their chair or Dean for any Faculty or School specific return to work protocols prior to starting any on campus activity.

People who have already been approved for research restart do not need to complete another form. However, if the nature of the activity has changed or if different personnel will be involved in it (e.g. new students or RAs) please e-mail research@macewan.ca to notify us about the changes.

I anticipate the research resumption process will ramp down over the summer and fall as the campus resumes more in-person activity. Please watch the ORS website and “MacEwan Today” for updates on resumption of on campus activities.

All research restart forms and information for completing them is available on the ORS website.

2. COVID Impacts on Research, Scholarly and Creative Activity

COVID-19 has greatly impacted people’s ability to travel, conduct RSCA and to apply for new funding. Both our internal funding and external sources (e.g. Tri-Agencies) have been as flexible as possible in granting extensions for existing funding.

a. Travel for Research and/or Knowledge Mobilization

The faculty and staff international travel ban has been extended until **August 30, 2021** and no international travel for RSCA will be approved before that date. Domestic travel may be allowed subject to the usual levels of approval and any government restrictions. The Government of Canada is suggesting that travel restrictions should start to be lifted over the summer and fall as case counts decrease and more of the population gets vaccinated. Updates on the international travel ban will be forthcoming in the summer term.

While our ability to travel has been severely impacted for the last year, I recognize that many conferences and other knowledge mobilization events have switched to virtual formats. We highly encourage people to continue to disseminate their RSCA and thus we are keeping dissemination funding available to support people who may want to present their work at virtual conferences.

b. Grant Extensions Due to COVID-19 Impacts

COVID-19 has substantially impacted people's ability to conduct RSCA and to accommodate this issue we have been as flexible as possible with extensions on internal research grants. People holding a MacEwan internal research grant where the proposed activity has been impacted by COVID-19 may apply for a grant amendment to extend the timeline or to change the method or approach of the RSA. Please ensure extension requests are made at least 30 days before the original end of the grant. The *Internal Grant Amendment Request Form* and additional details on grant amendments are available on the ORS website.

For dissemination travel such as for conferences, dissemination grant extensions will only be given if it the request is for the same activity that has been delayed due to COVID-19. For example, if you received funding to attend a conference in Fall 2020 and the conference has been moved to Fall 2021, you may request an amendment for that travel. Amendments will not be granted if the request is for a different activity than that which was initially funded. Please let us know if you have any questions about extensions for dissemination funding.

For extensions on Tri-Agency grants or other external funding organizations, please refer to the website of the funding agency or organization for specific details on funding extensions. For Tri-Agency funding please consult the website for NSERC [NSERC - Natural Sciences and Engineering Research Council of Canada \(nserc-crsng.gc.ca\)](https://www.nserc-crsng.gc.ca), SSHRC [Home \(sshrc-crsh.gc.ca\)](https://www.sshrc-crsh.gc.ca) or CIHR [Welcome to the Canadian Institutes of Health Research - CIHR \(cihr-irsc.gc.ca\)](https://www.cihr-irsc.gc.ca)

c. New Funding Opportunities

Many external funding agencies are offering special funding calls on various aspects of COVID-19. To keep people updated on all funding opportunities we have developed a list of current internal and external funding opportunities that is updated regularly - <https://docs.google.com/spreadsheets/d/1Qkvx5Y5eNYq-LudctgJzBjXrBC3Le2091qv4pSv1U0/edit#gid=0>

We are re-assessing all our internal research grants to best position them to support the RSCA people are doing. We have started to have conversations with Faculties and Schools in the winter term to get input on our internal grants, and consultation will continue over the summer and fall semesters.

3. ORS Spring/Summer 2021 Research Seminar Series

ORS will be continuing our webinar series in the spring/summer terms. However, the focus of the webinars will be developing a research program and grant writing for MacEwan faculty. We will be offering a workshop on general grant writing and proposal development plus specific workshops for NSERC and SSHRC Scholars. The dates of the workshops are as follows:

- **Grant Writing workshop** (general) with Shannon Tracey (Cross the T Consulting)

May 26th from 9:30am - 12:30pm

- **NSERC Grant Writing Workshop** with Cecilia Jenkins (Jenkins Solutions)
June 3, 10, 17, 24 from 9:30am – 12:00pm
- **SSHRC Grant Writing Workshop** with Jodi McDavid (Fiddlehead Consulting)
June 1, 8, 15, 22 from 9:30am – 12:00pm

The NSERC and SSHRC workshops are scheduled across multiple days as each day will focus on different parts of writing a NSERC or SSHRC grant (e.g. proposal, HQP, CV). While people attending all days of a workshop will benefit most from it, people are able to only attend selected days of a workshop if that is all your schedule allows. Please e-mail Garson Law at lawg22@macewan.ca if you have any questions or want to register for the workshops.

4. Collaborative Scholarship Opportunities

Over the fall and winter terms ORS has worked on establishing partnerships with organizations such as Health City [Health City | Economic development through health innovation \(edmontonhealthcity.ca\)](http://edmontonhealthcity.ca), Edmonton Global Edmonton Global, and the Edmonton Police Services. These partnerships provide RSCA opportunities for our faculty and students. The November 26, 2020 webinar introduced Health City and some of the opportunities for collaboration while the March 26, 2021 webinar was on opportunities with EPS. Please get in touch with my office if you want more information on these opportunities.

5. Summer Student Support for Research

We are pleased to welcome Elaine Tran to the ORS team from now until the end of August. Elaine is a summer student RA who can assist faculty members with their research including include (but is not limited to) literature searches, data coding, assistance with data analysis, etc. Requests are limited to a maximum of 40 hours per project. Approval is based on RA availability, and requests will be evaluated to ensure the student will be gaining scholarly or research experience (i.e. no filing, photocopying etc.). Faculty members can request Elaine’s help at the following link: <https://forms.gle/D79cC4DxbSppRaQr6>

Contacting the Office of Research Services

There are several ways that people can find information or get in touch with ORS. Check the ORS website regularly and follow us on Twitter (@MacEwanResearch) and Instagram (<https://www.instagram.com/macewanresearch/>) for updated information. For specific questions, the following table provides contact information for ORS staff and the areas they are responsible for:

| ORS Staff Member | Area of Responsibility | E-mail |
|------------------|---|-----------------------|
| Craig Kuziemyk | Associate Vice-President, Research | kuziemyk@c@macewan.ca |
| Lindsey Chocula | Support analyst for PeopleSoft and communication systems | drozakl@macewan.ca |
| Garson Law | External research grant funding, research program development | lawg22@macewan.ca |
| Slavica Lepki | Internal grants and pre and post award support | bjelis@macewan.ca |
| Aleah McCorry | Animal care coordinator | mccorria0@macewan.ca |

| ORS Staff Member | Area of Responsibility | E-mail |
|------------------|---|----------------------------|
| Rebecca Mitchell | Research ethics (human and animal) | mitchellr38@macewan.ca |
| Cynthia Puddu | Community engaged scholarship | pudduc@macewan.ca |
| Bryce Wicks | Project accounts & paying research students or personnel, expense claim eligibility, other financial issues | wicksb2@macewan.ca |
| Carmen Wiggins | Marketing, social media, communications | wigginsc3@macewan.ca |
| Nicole Zastawny | Expense claim submission or general inquiries | Nicole.Zastawny@macewan.ca |

Any general inquires should be directed to research@macewan.ca

I wish everyone a safe and productive summer. I hope that you will be able to attend some of the writing workshops and other events we have planned. Please do not hesitate to get in touch with us if you have any questions or require any specific supports from my office.

Regards,



Dr. Craig Kuziemy
 Associate Vice-President, Research