

**Office of Research Services Update - October 2020****October 5, 2020**

Dear MacEwan Research, Creative & Scholarly Activity Community,

I hope everyone has had a good start to the new academic year. As challenging as 2020 has been we have been fortunate to have had such a lovely start to the fall season. I think we will all be glad to see the calendar tick into 2021 as 2020 has been a year of unprecedented challenges for all of society. COVID-19 has forced everyone to change the way we do things and research, scholarly and creative activity (RSCA) is no exception. I am appreciative and inspired by the way that MacEwan scholars have made adaptations to continue their existing research programs during the COVID-19 pandemic as well as finding new opportunities to conduct RSCA.

As we work towards a new normal here is the fall 2020 update on activities and supports from the office of research services (ORS).

**1. Office of Research Services**

We are continuing to work in a hybrid model with front office reception and some on campus services available Monday, Wednesday and Thursday. If people need on-campus services like dropping off receipts or expense claims please do it on Monday, Wednesday or Thursday. All of ORS's supports and services remain available virtually five days a week. We strongly encourage people to e-mail [research@macewan.ca](mailto:research@macewan.ca) to set up an appointment for any ORS services.

**a. Research Ethics**

All human or animal research ethics services continue to be offered virtually. This includes any support for applications in ROMEO 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, is holding weekly virtual office hours to discuss your project and the ethics submission process. You can join Rebecca on MS Teams every **Monday** and **Thursday** from 1:00 – 2:00 pm for a project-specific consultation by [clicking here](#). REB virtual office hours will not be held on Oct 12 and Nov 23 and 26.

As always, the virtual office hours does not work for you, you can contact Rebecca directly at [REB@macewan.ca](mailto:REB@macewan.ca) to set up a one-on-one meeting.

**b. Research Contracts and Expense Claims**

Expense claims or setting up research accounts or contracts for students or RAs continue to be processed as usual. While we would prefer that these requests and claims are done virtually, in person services are

available. We ask that people requiring in person services to come by on Monday, Wednesday or Thursday when our front reception is staffed.

### **c. Fall 2020 Virtual Workshops**

ORS will be hosting several WebEx webinars this fall on different aspects of RSCA. Webinars will be either be Tuesday from 12:30PM-1:30PM or Wednesday from 12Noon-1PM. The first webinar will be Tuesday, October 13 from 12:30-1:30PM on *Conducting research during COVID-19 and a review of services and supports from ORS*. On Wednesday, October 28 from 12Noon-1PM the webinar topic will be *applying for the MacEwan Strategic Research Grant*. On November 10 from 12:30PM-1:30PM the topic will be *Community Engaged Scholarship in the time of COVID-19*. The remaining webinars will be Nov. 28 and Dec. 8 and topics will be announced later in the fall so please watch the ORS website and follow our Twitter account (@MacEwanResearch) for news.

### **d. Research Resumption during COVID-19**

The pre-approval process for resuming on and off-campus RSCA remains in place. 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 RSCA involves groupwork or it will take place in a shared or common space. Faculty wishing to use their individual offices for sporadic 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 RSCA.

By request from some researchers we have also created a RSCA request form for one-time on-campus events and would be used if someone wished to hold a focus group or other activity on campus of a single duration. All research restart forms are available on the ORS website.

## **2. COVID Impacts on Research, Scholarly and Creative Activity**

### **a. Travel for Research and/or Knowledge Mobilization**

The ban on international travel is in place until December 31, 2020 and no international travel for RSA will be approved before that date. Domestic travel is allowed subject to the usual levels of approval. Updates on the international travel ban will be forthcoming in the fall.

While our ability to travel has been severely impacted I recognize that many conferences and other knowledge mobilization events have switched to virtual formats and thus we kept the fall call for dissemination funding to support people who may want to present their work at a virtual conference.

### **b. Grant Extensions due to impacts of COVID-19**

COVID-19 has greatly 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. 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, grant extensions will only be given if 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 June 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 the websites for NSERC and SSHRC are provided below:

[https://www.nserc-crsng.gc.ca/Media-Media/NewsDetail-DetailNouvelles\\_eng.asp?ID=1160](https://www.nserc-crsng.gc.ca/Media-Media/NewsDetail-DetailNouvelles_eng.asp?ID=1160)

[https://www.sshrc-crsh.gc.ca/news\\_room-salle\\_de\\_presse/latest\\_news-nouvelles\\_recentes/2020/indirect\\_supplements-supplements\\_indirects-eng.aspx](https://www.sshrc-crsh.gc.ca/news_room-salle_de_presse/latest_news-nouvelles_recentes/2020/indirect_supplements-supplements_indirects-eng.aspx)

### **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-LudctgJjzBjXrBC3Le2091qv4pSv1U0/edit#gid=0>

In light of COVID-19's impact on people's ability to do RSCA we are re-assessing all our internal research grants to best position them to support the research people are doing. Watch for updates on internal grants over the fall and winter terms.

### **3. Community Engaged Scholarship in the time of COVID-19**

Led by Dr. Cynthia Puddu, the Director of Community Engaged Scholarship, The Office of Research Services has formed a COVID Special Response team to gain an understanding of how COVID-19 has impacted the ability of our community partners that work with vulnerable communities to support their communities during the pandemic. Our plan is to connect community partners with MacEwan faculty to create collaborative community driven solutions for various COVID-19 challenges. In late October, the team will hold a virtual session with community partners to crowd source research questions around supporting communities in times of crisis.

Following the collection of community-driven research questions, a webinar will be held for MacEwan faculty on November 10 from 12:30PM-1:30PM. In this session, the team will share the findings from the community session with MacEwan researchers to brainstorm ideas on how to meet the needs of the community partners. This unique research approach seeks to have minimal impact on the time and resources of both community partners and researchers, while providing maximum supportive capacity for community partners who find themselves already stretched thin.

To better understand how the COVID-19 pandemic has affected faculty that conduct community-based research, we are asking faculty to fill out the following form <https://docs.google.com/forms/d/19pRazu0v17j0y81CKxNi5MrF4scAZIpTZm06-0xrTtk/edit>

If anyone would like more information or is interested in attending the November 10th session, please contact Cynthia Puddu, the Director of Community Engaged Scholarship at [ces@macewa.ca](mailto:ces@macewa.ca)

#### 4. NVivo Access

Our previous NVivo site licence expired in June 2020 and negotiating a new deal proved to be a significant challenge. However, we now have a renewed agreement until June 2021. The process for requesting access to an NVivo license is the same as before where people make a request to IT through the form at myPortal-Tech Support-General-Software Downloads-Software for Work. IT will then forward the request to my office to approve or deny the request.

#### 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 Kuziemyky	Associate Vice-President, Research	kuziemykyc@macewan.ca
Garson Law	Internal/external research grant funding, research program development	lawg22@macewan.ca
Janice Mah	Support analyst for PeopleSoft and communication systems	Janice.Mah@macewan.ca
Aleah McCorry	Animal care technician	mccorrya0@macewan.ca
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
Nicole Zastawny	Expense claim submission or general inquiries	Nicole.Zastawny@macewan.ca

Any general inquires should be directed to [research@macewan.ca](mailto:research@macewan.ca)

I wish everyone a safe and productive fall semester. I hope that you will be able to attend some of the events we have planned over the fall. Please do not hesitate to get in touch with us If there are any specific supports that my office can provide.

Regards,



Dr. Craig Kuziemyky  
 Associate Vice-President, Research