

BrainsCAN Executive Committee

Minutes of the meeting held February 7, 2018 11am -12pm, NSC Room 245A

Present: Lisa Saksida, Fay Harrison, Mel Goodale, Ravi Menon, Adrian Owen

1. Postdoctoral Program Process EC30/1-5
 - 1.1 Post Doc program has moved to SPGS to administer (Miheala).
 - 1.2 Committee approved the postdoctoral program process documents. Fay will let Ingrid and Miheala know the documents have been approved.
 - 1.3 Future approval process – committee agreed to approving documents like this via circulation as appropriate.
 - 1.4 Communication
 - Need to be able to direct appropriate applicants to BMI post doc positions to the BrainsCAN postdoctoral program.
 - Fay will sort out advertising.
2. Recruitment Update
 - 2.1 Communications specialist job posting up
 - 2.2 Administrative officer will not be returning to their role at BrainsCAN.
 - AO will be advertised on Friday with a 3 week turnaround. The AO role has been regraded to G14. In the meantime, HR has stepped in to help with existing postings.
 - AO requests will go to Fay for now.
 - 2.3 Promotions/Communications
 - Jon is working on developing impact stories. Central communications are interested in following the same model. Short term impact stories, more on researchers 1 on 1 – work with Central Comms and the Communications Specialist role once hired.
3. Strategic Planning
 - 3.1 Need to shift from an operational to more strategic approach.
 - 3.2 Communication - need to continue working on improving communication at all levels.
 - Molly Shoichet/Research to Reality. She would be keen to have BrainsCAN participate. For future discussion, once more projects clearly tied to BrainsCAN funding are further along.
 - EC minutes will be taken by Cass and made available publicly to anyone in the University.
 - 3.3 Composition of the Executive Committee – discuss further at next exec meeting.
 - 3.4 Strategic Vision – schedule an away day to discuss strategy.
 - 3.5 How do we define and reach the entire BrainsCAN community
 - 3.6 Internationalization strategy and its level of priority
 - 3.7 Leveraging other funding – what makes sense? CIFAR and BrainsCAN? Potential donors?
 - 3.8 Annual meeting event for BrainsCAN before summer.
- 4 Neuroscience review report – discuss in terms of BrainsCAN continuity.

5. Events

5.1 Workshop at Montreal Neurological Institute – Adrian, Robert Zatorre and Alan Evans.

- Funding application approved by the committee.

5.2 HBHL annual meeting – 2 day conference in May (circulate the email they sent to the executive committee).

- Talking about BrainsCAN on the second day – doing a McGill/Western collaboration group.
- BrainsCAN was asked to send 5 trainees to present posters. Can send more (HBHL will pay for 5 to attend).
- Of the 10 BrainsCAN post docs, who will present?
- Decision - press for all BrainsCAN postdocs to have time to present.

6. Joern's email regarding Computational Neuroscience faculty candidates

6.2 The committee supports Joern and Jody's decisions as representatives.

6.3 Discussion of startup options.

7. AOB

7.1 Ravi and Lisa in Toronto next week to meet with OBI

- OBI are potentially interested in partnering to pursue philanthropic funding for future sustainability of BrainsCAN.

Next meeting Wednesday February 21, 2018

Agreed Action Points:

Section	Description	To be actioned by
1.1	Fay to notify Ingrid and Miheala that postdoctoral program process has been approved	Fay
1.1	Fay to coordinate advertising for postdoctoral program	Fay
5.2	Circulate email re: HBHL annual meeting	Fay
5.2	Request 10 poster presentations from Western for HBHL annual meeting	Fay
5.2	Invite the 10 BrainsCAN post docs	Fay
6.2	Lisa let Joern know the committee approved	Lisa
6.2	Explore various options for Computational Neuroscience faculty candidate startup budget	Ravi/Mel
7.1	Draft BrainsCAN sustainability budget for Dana James	Lisa, Fay