Kate Minor

From: Kate Minor
Sent: Friday, January 25, 2019 1:09 PM
To: Steven Smith
Cc: Lucie Pelland; Roger G Deeley; Richard Reznick
Subject: ICACBR Application for Faculty Board Executive Approval
Attachments: ICACBR application for full senate approval Jan 19.pdf; ICACBR Constitution Jan 19.pdf; Procedures_Governing.pdf; FHS Advisory Committee Letter ICACBR_FINAL.pdf

Dear Dr. Smith,

On behalf of Dr. Pelland, I am writing to let you know that the Faculty Board Executive have approved the International Centre for the Advancement of Community Based Rehabilitation (ICACBR) as a faculty-based research centre. I trust you will let Dr. Aldersey know.

Kind regards,
Kate

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Kate Minor, MSc, BEng
Executive Assistant to Dr. Richard Reznick – *Richard.Reznick@queensu.ca*
Dean, Faculty of Health Sciences
CEO, Southeastern Ontario Academic Medical Organization (SEAMO)
Queen's University

Macklem House, 18 Barrie Street,
Kingston, ON K7L 3N6
Tel: 613 533 6000 x 78109 | Fax: 613 533 6884
Email: kate.minor@queensu.ca

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From: Kate Minor <kate.minor@queensu.ca>
Sent: Thursday, January 24, 2019 1:27 PM
To: Alexandra Palmeri <president@nss.queensu.ca>; Jennifer Medves <jennifer.medves@queensu.ca>; Marcia Finlayson <marcia.finlayson@queensu.ca>; Michael Kawaja <kawajam@queensu.ca>; president@qmed.ca; President@rts.queensu.ca; Richard Reznick <richard.reznick@queensu.ca>
Cc: Kate Minor <kate.minor@queensu.ca>; Lucie Pelland <lucie.pelland@queensu.ca>
Subject: ICACBR Application for Faculty Board Executive Approval

Good afternoon,

Dr. Pelland has received a request from Dr. Smith for the Faculty Board Executive to electronically approve the International Centre for the Advancement of Community Based Rehabilitation (ICACBR) as a faculty-based research centre.

These materials would then be put forward to SARC as the next stage. *To facilitate their submission to SARC, please could you let me know if you approve this motion no later than Friday 1st February if possible.*

Kind regards,

Kate

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Kate Minor, MSc, BEng
Executive Assistant to Dr. Richard Reznick – *Richard.Reznick@queensu.ca*
Dean, Faculty of Health Sciences
CEO, Southeastern Ontario Academic Medical Organization (SEAMO)
Queen's University

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Heather Aldersey, as Director of the International Centre for the Advancement of Community Based Rehabilitation (ICACBR) is seeking Senate approval as a faculty-based research centre.

Dr. Aldersey submitted the formal proposal and the ICACBR constitution, which was recently assessed by an internal FHS advisory review committee, as per University guidelines. The committee, comprising Jennifer Medves (Nursing), Michael Green (Family Medicine) and Duncan Hunter (Public Health Sciences) and me (chair), unanimously supports the proposal. Attached below, are 1) the formal proposal, 2) the ICACBR constitution, 3) the University guidelines, and 4) the FHS advisory committee review report.

The next step in the process is outlined below, which requires Faculty Board approval.

3.1.3 Faculty Board and SARC Review of the Proposal
Faculty-based Centres/Institutes will only be approved if they have the support of the Dean to whom they will report. The proposal, the report and recommendation of the Advisory Review Committee will be reviewed by Faculty Board and upon the recommendation of the Dean(s), who may be affected by formation of the Centre/Institute, the documentation and recommendation from Faculty Board will be forwarded to the Senate Advisory Research Committee (SARC) for review, comment and approval. The Interim Director will normally be available to SARC to respond to questions. Based on the feedback from SARC, the proponents may be requested to make modifications to their proposal before final approval by SARC.

The next meeting of SARC, of which I am a member, is scheduled for Wednesday, 20 February 2019.

Steven Smith, PhD
Director of Research, Faculty of Health Sciences
Professor, Department of Biomedical & Molecular Sciences
Rm 616 Botterell Hall
Queen's University
Kingston, ON K7L 3N6
Tel: 613-533-3188

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