Brain and Mind
Steering Committee Meeting Minutes

October 26, 2016 from 2-3 pm
Room 245A NSC

Present: Mel Goodale, Adrian Owen, Ingrid Johnsrude, Marc Joanisse, Jody Culham, Jessica Grahn, Stefan Everling, Roy Eagleson, Patrick Callaghan, Emma Holmes (Postdoc), Emily Nichols (Grad), & Florence Lourdes

1. Motion to accept Minutes from last meeting were seconded and approved.

2. Director Remarks:

   - The Institute application to report directly is presently under review. The application includes requests for administrative and operational resources.
   - The Junior Faculty job postings closed October 1, 2016. The new search committee is now reviewing applications using a rubric to rank all submissions. The committee is committed to equity and diversity when deciding potential candidates to interview.
   - CIC compliance fees for international postdocs and graduate students cannot be charged to the Cognitive Neuroscience Cluster funds. An alternative funding source may be a supervisor’s research grant.
   - The BrainsCAN team will be joining the BMI and the Rotman Institute of Philosophy in the Western Interdisciplinary Research Building. Any new lab areas will remain “shell space” for now. All modifications to office areas would have to be submitted to the architects before the end of November.
   - Space in the Natural Science Centre is limited. Five BrainsCAN positions must be house in NSC by January 2017. If needed, the Space Planning Committee will be asked to reconvene to provide recommendations to the Steering Committee. The new building was future proofed, but BMI could outgrow the space in a couple of years. Discussions have started about finding more space.
   - The Annual Report for 2015 was distributed to the Steering Committee for review and approval. Recommendation to include a section titled The BMI Index in the annual report. Data for the index will be collected before the end of October. The annual report will be published shortly thereafter.
   - Budget projections for BMI operational costs were presented to the Steering Committee. All line items were seconded and approved with exception to sponsoring Sir Wilfrid Laurier SS FIRST Robotics Team. Roy Eagleson inquiring if sponsor support can be found elsewhere for the Sir Wilfrid Laurier team.
   - A retreat for all BMI Core Members will be held in the first week of April 2017. This retreat will an opportunity for members to discuss the institute’s future direction, in anticipation of the many changes taking place in the new year, including the move to a new building. A Doodle link to confirm availability will be distributed within the next few days.
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3. Distinguished Speaker Update

- Nominated distinguished speaker, Eleanor Maguire from Wellcome Trust Centre for Neuroimaging, is not available to visit the BMI until February 2018. Richard Morris from the University of Edinburgh will be contacted shortly to see if he can speak at the BMI in 2017.

4. CFI Update

- The federal portion of the CFI is submitted and the provincial section is due November 15, 2016.

5. BrainsCAN Update

- Job postings for four BrainsCAN positions will be posted very soon. Any unspent CFREF funds cannot be carried over, so hiring must start as soon as possible.

6. Financial Update

- The revised budget for this fiscal year was adjusted to 1.4 million, with $550,000 spent to date – mostly on salaries and start-up funds.

7. Postdoctoral Update

- A retreat for the Postdoctoral Collaborative Research grant was held on October 7th and was well attended. A call for applications has been emailed to BMI members and posted on the BMI website. The deadline for submissions is December 5th.

8. Graduate Students Update

- A warm welcome to Avital Sternin, who is the new graduate student representative for the BMI Steering Committee. Many thanks to Emily Nichols for her participation on the committee this past year.
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9. Other Business

- Recommendation brought forward to have the core members of the Steering Committee meet to revisit the Human Cognitive and Sensorimotor Core Personnel positions in the CFREF application. A Doodle link will be distributed shortly to confirm when available to meet.
- Recommendation brought forward to inventory existing lab equipment and identify who it belongs to. Furniture and equipment presently not being utilized will be identified and stored offsite until space available in the new building.
- Next meeting date for the Steering Committee: November 30th at 2 pm.

Meeting Adjourned at 3:00 pm.