Brain and Mind Steering Committee Meeting Minutes

November 29, 2017 from 2:30-3:30 pm Room 245A NSC

Present: Adrian Owen, Stefan Everling, Roy Eagleson, Marc Joanisse, Rebecca Merkley (Postdoc), and Florence Lourdes

Regrets: Paul Gribble, Ingrid Johnsrude, Mel Goodale, Patrick Callaghan, Avital Sternin (Grad) and Jessica Grahn

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

2. Director Remarks:

BMI Associate Membership Application
Application for Associate membership from Derek Debicki, Clinical Neurological Sciences was reviewed and approved by the Steering Committee. Derek will be notified of the decision by email shortly.

Parking Services
Mark Van Den Bossche met with the Steering Committee to discuss parking options at the Western Interdisciplinary Research Building. The Visual Arts lot has been designated as an Orange Permit and will be ungated from 7 am – 7pm and patrolled. There are four accessibility spots located on the Northwest side of the building. User must have a MTO or Accessibility permit. BMI Parking Pass must also be displayed on the dashboard. BMI will increase number of passes on hand from 4 to 12. The Provost and IPB set the mandate for parking fees. Service vehicles are permitted to park by the loading area. To reserve spots in the Visual Arts lot for BMI research participants, the cost is $1013 each spot (grey permit rate). Permits cannot be issued to groups. Parking campus map to be updated by mid-December and will include WIRB. Need to work on wording for parking signs.

WIRB Updates and Recommendations
- ON the BMI On The Move website – all documents are still being updated and reposted - visit this website for the latest on floor plans, seating assignments, testing areas, packing instructions etc.
- Movers arriving Monday morning to start moving boxes, equipment and furniture 1st and 2nd floors of NSC. See Move Calendar for moving schedule.
- Key and card access – Postdocs in enclosed areas will be asked to request keys. Testing and meeting rooms will likely remain unlocked.
• Deficiencies are being noted and most will be revisited post-move. Contractors must complete on schedule due to SIF support requirements.
• WIRB 5132 and 5134 – locked room for files and research secretary starting in January and other for phone and PT retired faculty member volunteering with research. (Recommended by Move Team). Decision tabled until January.
• WIRB 2118 – to accommodate EGI equipment (tentatively a holding location until resolved in new year). EEG meeting scheduled for December 15th.
• Phones (with directories) to be installed at both entrances to BMI on each floor. Need to find funding source first.
• AV for lunchroom and meeting rooms has been ordered and will be installed in December.
• Mail will be delivered to NSC up to December 22nd and then starting January 2nd it will be delivered to WIRB 3191 (Rotman and BrainsCAN on different mail schedules).

3. BrainsCAN Update

• No updates at this time. Update on Neuroscience Review will take place in January.

4. Financial Update

• No updates at this time.

5. Postdoctoral Update

• The Postdoctoral Collaborative Research Grant application deadline is December 4, 2017.

6. Graduate Students Update

• No updates at this time.

7. Other Business

   CFI Grant – no funding released until July. Working on gathering quotes and finalizing the budget envelope.

Next meeting date for the Steering Committee: January 5, 2018 at 2:00 pm.

Meeting Adjourned at 3:30 pm