

Steering Committee Minutes

St. Francis Xavier University Meeting: December 17th, 1999

Title of Project:

Coastal Communities and Sustainable Fisheries: Building Harvester and Ecosystem Resource Management Capacity

Partners Present:

Reg Grant, Gulf Nova Scotia Bonafide Fishermen's Association
Arthur Bull, Fundy Fixed Gear Council and Marine Resource Centre
Chris Milley, Mi'kmaq Fish and Wildlife Commission
Patricia Rhynold, Guysborough County Inshore Fishermen's Association
Nell DenHeyer, Interdisciplinary Studies in Aquatic Resources, StFX
Tony Davis, Director, StFX
John Kearney, Co-Director and Centre for Community-Based Management, StFX

Update on Decision by SSHRC

A press release was issued by the university but there has been no response from the press.

The SSHRC liaison is Peter Levesque.

*Task: He wants us to inform local MP's. We should write one document.

-SSHRC did not cut one cent from our budget. It was approved as requested. The budget categories are not fixed. Thus we can use the money as it is best judged how we should use it.

A research ethics certificate is needed. This cannot be done by the university until January. SSHRC cannot issue any money until this is done. Thus there will be a delay in receiving first cheque until sometime in January. Funds will be managed by StFX through the Business Office.

We have to acknowledge SSHRC in all publicity regarding the project.

SSHRC will require audits. Everyone must pay particular attention to records of expenses. We must have receipts for everything and keep duplicate records of everything.

Our proposal was sent to a committee (6-7 people), managed by Peter Levesque, for evaluation. The committee then sent the proposal to independent assessors who submit their evaluations. The Committee uses a point scoring system. Our proposal was 2nd out of 72 applications in the second round.

Governance of this CURA by Steering Committee

Partners are members of the Steering Committee. Representatives of the partner organizations can send someone in their place. There must be at least one external social scientist on the Steering Committee.

!Decision: The following persons will be invited to sit on Steering Committee in an advisory capacity.

- Tony Charles (St. Mary's)
- Richard Apostle (Dalhousie)
- Alternate selection: Sean Cadegan (Dalhousie)
- Alternate selection: Victor Thieesen (Dalhousie)

CURA is intended for social science research. It can include natural science as an interdisciplinary component.

CURA Space

There will be a temporary office at the university beginning in mid-January until April. Project space will be available in April.

Documentation and Communication

Erin Breen will start website and listserv. Listserv will allow continuous communication. Please "reply to all" in email communications. All documents will be public documents and mounted on website. We will keep minutes of all meetings and have agenda for all meetings. !Decision: Regular meetings will be held at the following times:

- Jan 13 - StFX
- Feb. 3 - Halifax

- March 9 - Digby (Marine Resource Centre)
- April 13 - Canso (Fishermen's Hall)
- May 4 - Afton (Fish & Wildlife Commission)

We will build archive of minutes and governance on website.

!Decision: Decision making will be a consensus building process.

A multimedia training programme on social science methods can be developed by the Aquatic Resources Educational Marketing Centre (AREMC) based on Winston Jackson's book. A writing skills workshop could be part of the training.

Procedures on Start-Up from CURA Work Plan

!Decision: We will develop a memorandum of understanding which specifies how we work. Members will take a stab at a draft memorandum (in point form) from their organization's point of view.

The draft memorandum should include the following points:

1. Hiring procedures -Hired by individual organization -Common core criteria among whole group of most important skills
2. Qualities of research personnel -Not necessary to have formal education qualifications -Possibility of combining positions between organizations
3. Requirement of transparency -All information and data should eventually become public information

Tony and John will put together document

*Task: Committee members should have their input on the points comprising the MOU to Tony and John by January 10. These should including draft hiring procedures and ads.

!Decision: We will put together workshop for research staff on programme orientation. We need to know initial organizational linkages.

*Task: Invite StFX CURA team to next meeting of partner organizations. Each partner organization will organize a meeting in January. There is a political climate that will effect project. We will leave the political rhetoric in the press and not in this project.

*Task: Write time-line of CURA project in relation to Marshall Decision and put on webpage with Letter of Intent and Proposal (Tony and John).

*Task: Need for travel claim form (Tony and John)

*Task: Primary website will be established by end of January (StFX Partners). (Question: Can Erin Breen do webpage development for partner organization?)

*Task: Partners should review workplan and we will start to initiate goals at January 13th meeting.

*Task: Research Director and Project Officer will do inventory of research and educational expertise in Nova Scotia.

Some of this expertise is available at Highlander Centre in Tennessee. We will check into this and explore possibility of visiting centre. MRC might contribute to cost of this. Who would go and how would we get there?

*Task: StFX partners will meet StFX research team in early January. All of these others are uncommitted and will be engaged on basis of their interest to participate.

It was noted that there is a need to create forums for discussion.