

Items included in this bulletin:

**#1 UBC Institute of Mental Health Presents Dr. Gregory Gerdeman Fri, Jul 13, 2007
Noon – 1:00 pm**

#2 Reminder for the September CIHR grant competitions (3 attachments) – New Submission Timeline!

#3 2007 - CIHR New Investigator Award Competition – June 19 Notification Deadline

#4 Grant Applications - Salary and Benefit costs

#5 The Medical Comorbidity Conference & Call for Workshops – September 28, 2007

#6 NOTIFICATION - Cut-off Date for Hrly Timesheets due to PeopleSoft Upgrade (1 attachment)
- July 16 Cut-off

#7 Survey for UBC MOST Program – July 16 Cut-off

#8 Library: current awareness workshop – July 19, 2007

**#1 UBC Institute of Mental Health Presents Dr. Gregory Gerdeman Fri, Jul 13, 2007
Noon – 1:00 pm**

Department of Pharmacology, College of Medicine
The University of Arizona Health Sciences Center

The CB1 Cannabinoid Receptor in the Rodent Striatum:
from Synaptic Plasticity to Learning and Behavior

Fri, Jul 13, 2007
Noon – 1:00 pm

Light Lunch Provided
Room 2NAB, Detwiller Pavilion
2255 Wesbrook Mall, UBC

For more information on this UBC-IMH Colloquium Series,
please contact Diane Parsons at 604-822-0379,
or email diane.parsons@ubc.ca

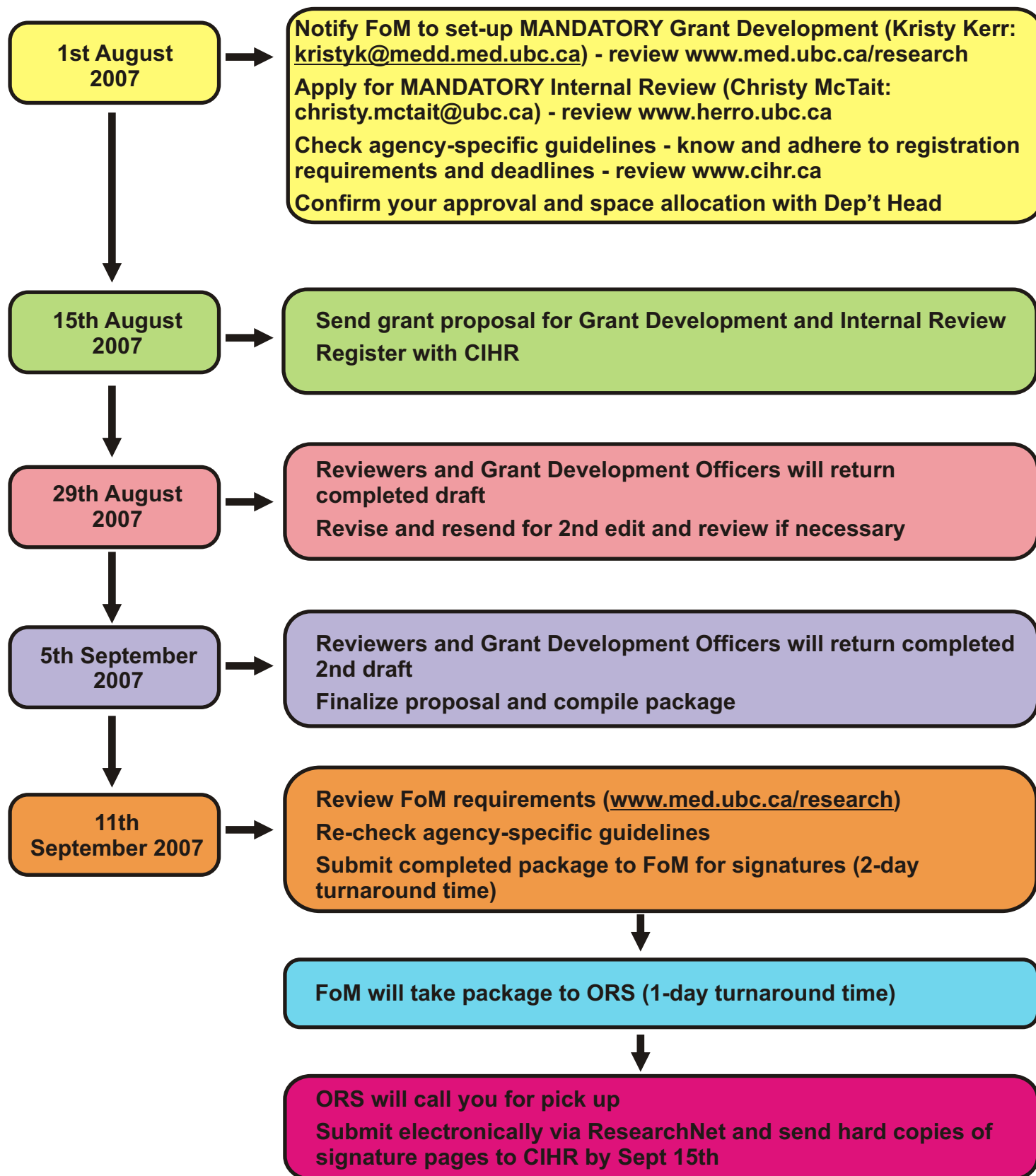
#2 Reminder for the September CIHR grant competitions (3 attachments)

Attached are the timelines for Internal Review (IR) and Grant Development (GD).

- For further information in IR, please consult the website, www.herro.ubc.ca.
- For further information in GD, please consult the website, www.med.ubc.ca/research.

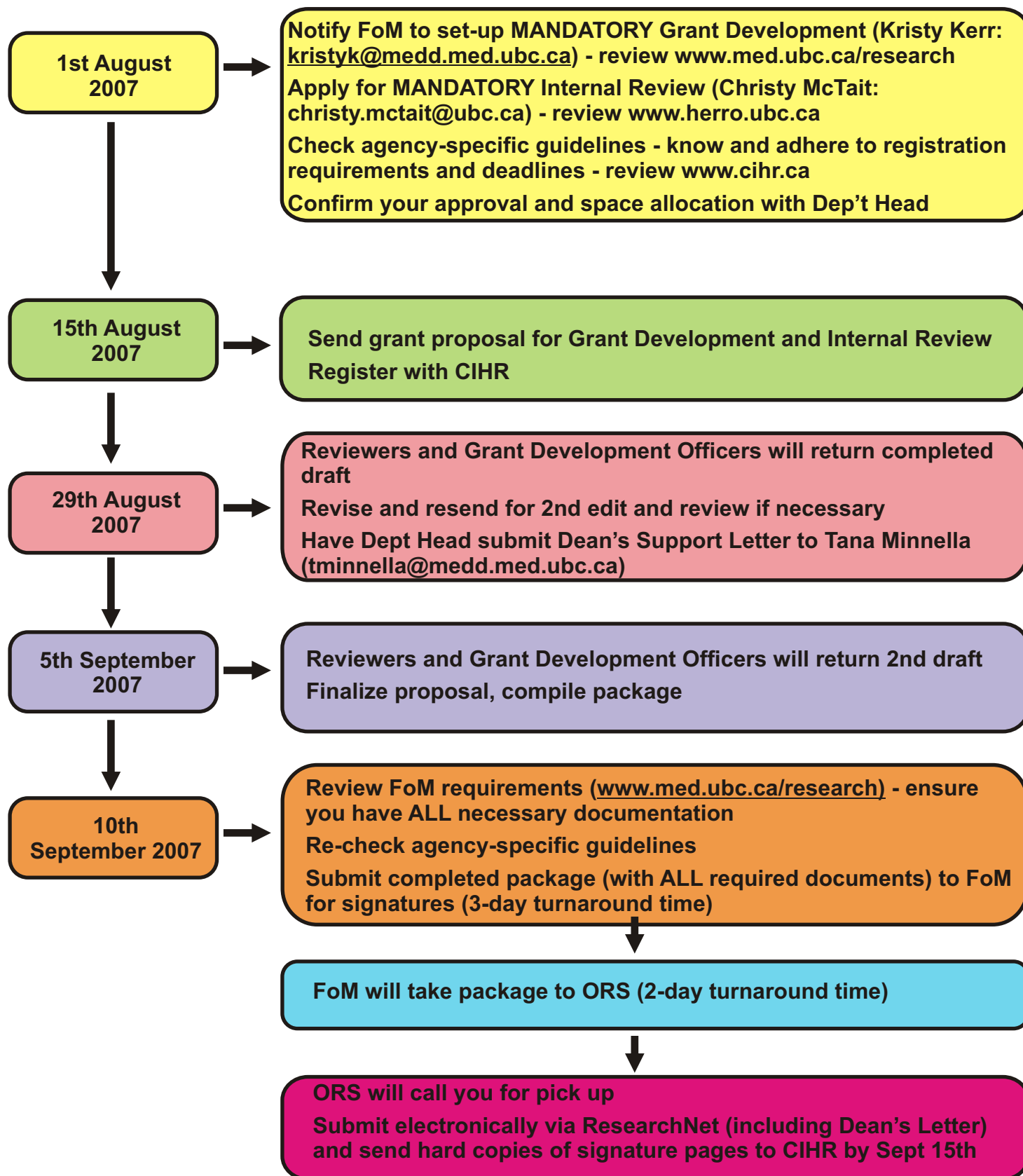
NEW-NEW INVESTIGATORS GRANT SUBMISSION TIMELINE

15 SEPTEMBER 2007 CIHR OPERATING GRANT COMPETITION



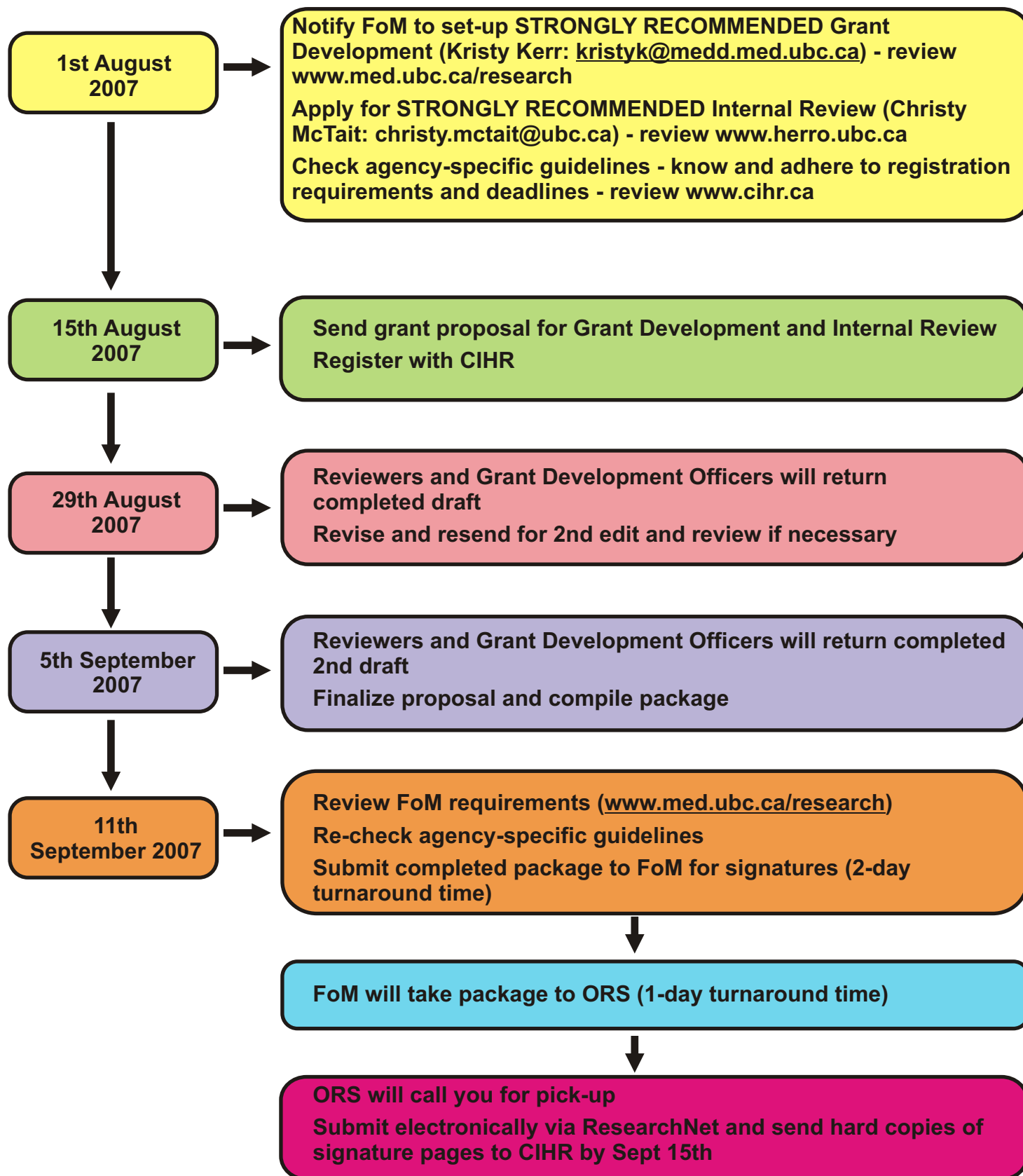
ALL SCHOLARSHIP APPLICANTS GRANT SUBMISSION TIMELINE

15 SEPTEMBER 2007 CIHR NEW INVESTIGATOR COMPETITION



ESTABLISHED INVESTIGATORS GRANT SUBMISSION TIMELINE

15 SEPTEMBER 2007 CIHR OPERATING GRANT COMPETITION



Please note that applicants to the CIHR Operating Grants and New Investigator programs are required to use ResearchNet (see <http://www.irsc.gc.ca/e/34275.html>).

From the CIHR webpage (<http://www.cihr-irsc.gc.ca/e/795.html>):

- For applicants who are required to complete and submit their application through [ResearchNet](#), the closing time for the submission of applications is **23:59 Eastern Time**. Signature pages must be courier-stamped by the deadline date indicated in the funding opportunity.
- If the deadline date falls during a weekend or a holiday, CIHR considers the next business day as the deadline date.
- CIHR will not accept late or incomplete application packages, nor will it accept late documentation, except for notices of acceptance of publications, letters confirming academic appointment, and notices of any other funding requested or received.

Please contact us should you require other information.

Tel.: (604) 822-7647
vyakoleff@medd.med.ubc.ca

All those applying for grants should also visit the following Faculty of Medicine link as it includes important timeline and process information.

http://www.med.ubc.ca/research/grant_administration_development.htm

#3 2007 - CIHR New Investigator Award Competition

Attention All Potential Applicants: Please Respond to mark.friesen@ubc.ca by June 19 if you will be applying for a new award or if you plan to submit a renewal
(see below)

Sent on behalf of Dr. Alison Buchan, Sr. Associate Dean Research
Dear all,

Please send us a list of all new faculty that you are expecting to apply to the CIHR New Investigator Award (Salary/Scholarship) in September. It is mandatory that these grants are reviewed by grant development and we would like to know how many will be submitted.

Also, please let us know who are going to be submitting renewals.

Please send this information to me by **July 20, 2007**.

Please let me know if you have any questions.

http://www.med.ubc.ca/_shared/assets/CIHR_New_Investigator_timeline_Sep_20073404.pdf

#4 Grant Applications - Salary and Benefit costs

If you are preparing a grant application and will need to include the cost of staff in your application, please note the following:

1. The current UBC staff salary scales can be found at :

http://www.hr.ubc.ca/comp/salary_admin/salary_scales.html

2. Benefit costs

UBC finance has set up a benefit calculator to assist with benefit costing. Just as the salary scales are subject to change, the benefit costs are also subject to change due to contract negotiations, changes in compulsory benefit costs (EI, WCB, CPP) etc. and therefore, the benefit calculator provides approximate benefits costs . The link for the benefit calculator can be found at:

<http://www.finance.ubc.ca/payroll/admin/calculator.cfm>

3. Some items to note :

- the current salary scales are subject to change due to contract negotiations, salary market surveys, etc.. and therefore you may want to build in a buffer

- there are salary progression issues to consider with the various employee groups: CUPE 2950 (3 steps), Technicians (to be at mid-point salary by end of 2nd year) and M&P staff (must be at mid-point by the end of their 4th year)

- there are benefit costs on top of all of these salaries

4. Non-Union Technicians

All Technicians will be receiving General Wage Increases of 2% per year on July 1, 2007, 2008 and 2009. In addition, Technician 4 and 5 will receive market increases of 0.5% on July 1, 2007 and 0.75% on July 1, 2008 and 2009.

Questions regarding position classifications, recruitment, hiring, salary scale increases, etc. can be directed to:

Mark Friesen
HR Manager, Dept. of Psychiatry
604-822-7315
friesen1@interchange.ubc.ca

#5 The Medical Comorbidity Conference & Call for Workshops

Medical Comorbidity Conference and Call for Workshops and Poster Presentations (conference - Sept 28, 2007)

Medical Comorbidity Conference:
<https://www.confmanager.com/main.cfm?cid=960>

Call for Workshops & Poster Presentations:
<https://www.confmanager.com/main.cfm?cid=951>

From: Merle S. Wray
Learning & Development
BC Mental Health & Addiction Services
HEY Building
2601 Lougheed Highway
Coquitlam, BC V3C 4J2
(604.524.7518 | + mwrap@phsa.ca

#6 NOTIFICATION - Cut-off Date for Hrly Timesheets due to PeopleSoft Upgrade (1 attachment)

The following PDF memo is being sent on behalf of Joanne Young, Manager, Payroll and contains important information around the cut-off date for hourly timesheets due to the upcoming PeopleSoft upgrade. See attachment.

Please note that timesheets submitted to the Psychiatry administration office will be delivered to payroll at 11:00AM July 16!

#7 Survey for UBC MOST Program

We are in the process of conducting a survey to find out what faculty and staff (all groups) would like us to offer in terms of learning opportunities at the MOST Program.

We have several options available:

- People can access it online at:
http://www.surveymonkey.com/s.aspx?sm=IL4P5ztxhntRbbocaQjFA_3d_3d
- I have attached a pdf version and can send paper copies at your request; (completed surveys can be sent to the address listed below, c/o the MOST Program
- We can visit your unit and deliver the survey at a staff meeting or other gathering/ event.

The survey cut off date is Monday, July 16, 2007.

Please let us know what works for you and if there is anything else we can do to facilitate this process.

I am also including some information that be of interest to people filling out the survey:

What skills do you want to learn to better perform in you professional life? What kinds of workshops would you like to see offered to UBC Staff and Faculty?

We at the MOST program are currently surveying UBC staff and faculty so that we can offer MOST workshops that better your learning priorities.

You can access this survey online at:

http://www.surveymonkey.com/s.aspx?sm=IL4P5ztxhnhRbbocaQjFA_3d_3d.

This survey should take approximately 20 minutes to complete.

To thank you for your time we will randomly draw for two prizes (\$50 and \$30 gift certificates to the UBC bookstore) on July 16, 2007.

Your name nor other identifying information is not required (unless you would like to be entered in our prize draw).

If you have any questions, concerns, or would like to give more feedback, please contact Peter Godman at 604-822-8115 or peterg@hr.ubc.ca.

Thanks for your help,

Jackie Amsden

Every moment is a learning opportunity.

#8 Library: current awareness workshop

Current Awareness Tools in the Sciences

Thu 19 Jul 2007 9:30 AM - 11:00 AM

Koerner Library : Room 217

Keeping up-to-date in your field of research can be a challenging task. Learn how to set up email alerts or RSS feeds for your favourite databases, journals or web sites, so that the information comes to you!

To register:

<http://toby.library.ubc.ca/booking/description.cfm?sessionid=4277>



Joanne Young
Payroll Manager

Financial Services

Room 305
2075 Wesbrook Mall
Vancouver, BC V6T 1Z1
Tel: (604) 822-8700
Fax: (604) 822-9233

MEMORANDUM

TO: Departmental Managers and Administrators

DATE: July 11, 2007

RE: Shut-down of payroll system due to PeopleSoft
Upgrade

The dates for HRMS to be shut down for the upgrade are as follows:

The system will be shut down at 1:00 PM on July 17th to run the hourly payroll.
The system will be unavailable from July 18th to July 25th.

It is very important that everyone adhere to the cut-off date for hourly timesheets

Hourly timesheets for the period of July 1-15 must be submitted to Financial Services by:

July 16th, 2007 @ 12:00 NOON

No late time sheets will be accepted.

If you have any reappointments, or new appointments, try to get them to payroll ASAP. The semi-monthly payroll will run on July 26th. This leaves 1 day for data entry with the system being down until July 25th.

Also, it is not possible to produce cheques of any kind when the system is down for the upgrade. Basically, during an upgrade, everything is down. Payroll will do their best to sort out any backlogs after the system comes back up on the 26th, and there is a possibility that the system may be up earlier.

Thanks for your patience and understanding.