Attending: Catherine Burns, Elizabeth Meiering, Christopher Backhouse, Brendan McConkey, Melanie Campbell, Alfred Yu, Marc Aucoin, Shirley Tang, Krystina Bednarowski, Logan Reis, Anjali Thatte
Student Ambassador Team: David Wulff, Azeezah Oyeywoye, Kelly Yufei Zhang
Regrets: Brian Ingalls, Jen Boger, Helen Chen, Ganjani Nirthanarajah

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<th>TIME</th>
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<td>10:00</td>
<td>Welcome, Overview of Agenda &amp; Materials</td>
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| 10:10| 1. Administrative  
|      |   - Staff changes (Co-op, Program Manager)  
|      |   - Constitution Committee formation  
|      | 2. Discussion: Marketing Materials (Krystina)  
|      | 3. CBB Seed Funding  
|      | 4. Discussion: CBB Board of Directors and Advisory Board (vote)  
|      | 5. Discussion: UW Hospital Relationships  
|      | 6. Discussion: Student Networking events (David, Anjali)  
|      | 7. Spring activities (status report)  
|      | 8. Round table updates |
| 11:30| Adjourn |
Centre for Bioengineering & Biotechnology
Operational Steering Committee
May 9, 2018

Centre Updates: [January 18 onward]

- Staff updates:
  - Logan Reis, Co-op, Communications and Outreach Assistant
  - Anjali Thatte, Co-op, Special Projects
  - Program Manager(s) – interviews in progress
  - Project Coordinator (CREATE) – job ad in grading process
  - Director term renewed to March 2020 (Charmaine Dean and office to announce)

- Marketing materials – Qualtrics survey results and research groups updated on our website. Preparing one-pagers for main areas of research, direct download from the web.
  - BIOTECanada Insights Magazine – story submitted by CBB for the Spring/May edition. Published twice a year, insights magazine reaches nearly 15,000 readers including biotech industry CEOs and senior leaders, policy makers, parliamentarians and senior departmental officials at both the federal and provincial levels. Accordingly, insights represents a strategic and timely portal to keep key audiences apprised of emerging industry issues and developments.
  - Exchange Magazine writing a piece for June/July timeframe about Persuasive Technology

- CBB Seed funding – 8 awards granted, announced on website.
  1. Kostadinka Bizheva, Physics and Astronomy; Elizabeth Irving, Optometry and Vision Science; Denise Hileeto, Optometry and Vision Science
  2. Jennifer Boger, Systems Design Engineering; Ning Jiang, Systems Design Engineering; Shoja’eddin Chenouri, Statistics and Actuarial Science
  3. Andrew Doxey, Biology; Pu Chen, Chemical Engineering; Bin Ma, Computer Science; Todd Holyoak, Biology; Trevor Charles, Biology
  4. Marianna Foldvari, Pharmacy; Kostadinka Bizheva, Physics and Astronomy
  5. Maud Gorbet, Systems Design Engineering; Lyndon Jones, Optometry and Vision Science; Brian Dixon, Biology
  6. Stewart McLachlin, Mechanical and Mechatronics Engineering; Clark Dickerson, Kinesiology
  7. Shirley Tang, Chemistry; Jonathan Blay, Pharmacy
  8. James Tung, Mechanical and Mechatronics Engineering

- Proposals:
  - CREATE grant awarded “Training in Global Biomedical Technology Research and Innovation” $1.6 million over 6 years.

- International relationships – Sorbonne awarded a grant to use to exchange students between schools, currently underway (status 11 from Sorbonne, 8 from UW total).
  - IRPG proposal submitted for May 1 to help support this on UW side. Delegation visiting UW week of May 20. Summer school in France planned for end of June.
  - ERASMUS+ proposal submitted

- CBB Boards – VOTE (separate agenda item)
  - Board of Directors – 3 members retiring (2 year terms, renewable); 2 additional replacements
    1. Sue Horton, January 2016-2018, Professor, CIGI Chair in Global Health Economics, School of Public Health and Health Systems
2. Carolyn Ren, January 2016-2018, Professor, Mechanical and Mechatronics Engineering
3. Andriy Lomako, January 2015-18, renewed 2017, Director, Business Development, Teledyne DALSA (TDPI)
5. Elizabeth Meiering, January 2016-2018, Professor, Chemistry

Advisory Board – 4 members retiring (3 year terms, renewable)
1. Tony D’Amore; March 2014-April 2018, renewed 2017, Vice President, Product Research and Development, Sanofi Pasteur
2. Luis Garcia, March 2014-April 2018, renewed 2017, Chair, Craig Richardson Institute of Food Processing Technology and Trades and Apprenticeship (Millwright), Conestoga College
3. Murray Moo-Young, March 2014-April 2018, renewed 2017, Distinguished Professor Emeritus, Chemical Engineering, University of Waterloo

Clinical Council – forthcoming terms of reference, members

CBB Operations Committee – 3 members retiring (3 year terms, renewable)
1. Marc Aucoin, May 2015-2018, Professor, Chemical Engineering

Company visits and events:
- Jan 16 – UW IP Series – IP 101 and Commercialization - WatCo, supported by CBB and the Games Institute
- Jan 17 – Biomedical Discussion Group - Dr. Christopher Moraes, Canada Research Chair in Advanced Cellular Microenvironments, McGill University – Host Maud Gorbet
- Jan 18 - Biomedical Discussion Group - Dr. Sheroz Khan, Post-doctoral researcher at the Intelligent Assistive Technology and Systems Lab, University of Toronto – Host Nima Khademmohtaram
- Jan 25 – IBM (Catherine host)
- Jan 29 – AGE-WELL (Jennifer Boger host)
- Jan 30 – Stryker (Evelyn Allen host)
- Feb 1 – CBB Seed Fund launch
- Feb 8 – Waterloo Institute for Nanotechnology Graduate Student Society (WINGSS) Career Night – CBB Sponsor
- Feb 9 – Biomedical Discussion Group: Georg Northoff, University of Ottawa - Host Ning Jiang
- Feb 13 – UW IP Series - IP Case Study - WatCo, supported by CBB and the Games Institute
- Feb 14 – Pizza with the Profs – GRH/Freeport – Emetrios
- Feb 15 – Biomedical Discussion Group: Dr. Abdul Qadir Javaid, University of Toronto and AGE-WELL. Host Jen Boger
- Feb 21 – Tims with the Team – GRH/Stroke Unit – Ning Jiang
- Feb 23 – Tims with the Team – GRH and Pharmacy – Kelly Grindrod
- March 1 – CBB Seed Fund Close
- March 2 – Biomedical Discussion Group: Dr. Craig Simmons, University of Toronto - Host Nima Khademmohtaram
- March 6 – Biomedical Discussion Gorup: Dr. Nobuki Kudo, Hokkaido University, Japan - Host Alfred Yu
- March 13 – UW IP Series - Copyright and Software - WatCo, supported by CBB and the Games Institute
Centre for Bioengineering & Biotechnology
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- March 14 – Pizza with the Profs – GRH/Freeport – Arash Arami, MME
- March 27 – University Health Network (UHN), RIA and UW Heart Failure Meeting (Rich Hughson, host)
- April 9 – MEDTEQ CECR meeting in Ottawa – Evelyn Allen attended on behalf of CBB
- April 10 – UW IP Series – Trademarks - WatCo, supported by CBB and the Games Institute
- April 11 – Pizza with the Profs – GRH/Freeport – Heather Keller
- April 16-19 – Persuasive Technology Conference sponsored by CBB
- April 27 – CBB Lecture: Shumin Zhai, Google (Catherine host, co-sponsor with Games Institute)

Upcoming Calendar:
- May 22-24 - Team from Sorbonne visiting CBB
- May 28 – Toronto Rehab Institute Dr. Milos Popovic & Alex Vaccari. Host Jen Boger
- May 29 – IGNITE Conference – Royal Victoria Hospital – Omar Ramahi, Plinio Morita accepted
- May 30 – Stryker
- May 30 - Waterloo-Wellington Clinical Research and Quality Improvement Symposium (WWCRQI) This event is open to anyone interested in research and quality improvement projects in the Waterloo-Wellington region. This symposium offers an opportunity for members of our healthcare community to present their research and discuss ideas with attendees. Participants are invited to showcase their research and quality improvement work and be recognized for their clinical and scientific excellence.
- June 11 – Wageningen University – Food Technology – PHD group visit. CBB Sponsor, Host Christine Moresoli.
- June 11-12 - Proposed CBB visit to University of Shanghai Science and Technology
- June 17-22 - Summer school at Sorbonne U
- Summer – Board of Directors, Advisory Board, Clinical Council meetings
- Summer/Fall – Student Ambassador Team events