

AGENDA

For

SSHRC PARTNERSHIP PROJECT MEETING

PROJECT DIRECTOR: Shaheen Shariff, Ph.D.,

A Multidisciplinary Partnership to Address Rape Culture in Universities

**August 7 & 8, 2015
Faculty of Dentistry
Room # 547,
2001 McGill College
Montreal, QC H3A 1G1**

AGENDA

Strategy Meeting with Partners, Collaborators and Co-Applicants SSHRC Partnership Grant August 7 & 8, 2015

DAY 1 – August 7, 2015

- 9:30 – 10:30** **Welcome by Julie Cote, Associate Dean [10 minutes]**
Welcome by Shaheen Shariff, Project Director (15 minutes)
Overview of Agenda and Introductions
- 10:30 – 11:30** **Shaheen and Maija-Lissa Harju Summarize:**
1) Project objectives and distribution of themes;
2) Governance structure
3) Action plan
- Alysha Bains, Nelofar Sheikh & Rupa Narasimhadevara**
4) Explain Packages:
• CV and uploading instructions (for Co-applicants)
• Letter of Engagement and uploading instructions (for Invited Partner Organizations)
• Crucial Deadlines for Final Partnership Grant Application
• Travel expense claim process and project dinner (Friday)
- 11:30 – 11:45 Break**
- 11:30 – 1:00** **Project Group Discussion:**
• Challenge (40%), feasibility (30%) and capability (30%)
• Theme, goals and objectives; implementation plan
• Roles, responsibilities, partner contributions
• Anticipated outcomes
• Knowledge mobilization
• Objective: Identify how to strengthen LOI to Final Partnership Grant Application, incorporate new partners, COIs/COLS and conceptual approaches
• Write/draw up a strategic plan of action/diagram on flip chart and put up on wall
- 1:00 – 2:00** **Catered lunch**
- 2:00 – 3:45** **Dialogue and Discussion of Projects to the Full Project Team**
• Each Theme Lead reports morning discussion to full project team
• Open discussion and align overall strategy
• Identify how to strengthen LOI, incorporate new partners, COIs and conceptual approaches for strong final application
- 3:45 – 4:15** **Summarize Discussions and Closing Remarks**
- 5:30** Meet at The 3 Brewers/Les 3 Brasseurs Restaurant on McGill College and Ste-Catherine (732 Ste-Catherine Ouest). Reservations are under the name Alysha.

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DAY 2 – August 8, 2015

10:00 – 10:30

Shaheen Shariff: Brief welcome of new attendees

Alysha Bains and Nelofar Sheikh:

- CV and uploading instructions (for Co-applicants)
- Letter of Engagement and uploading instructions (for Invited Partner Organizations)
- Crucial Deadlines for Final Partnership Grant Application
- Travel Expense claim process (This will also help people who missed things)

10:30 – 10:45

- **Alyssa Wiseman** go over Governance and Theories
- **Maija Liisa Harju** go over Partner contributions and reciprocal benefits

10:30 – 12:00

Project Teams go back to drawing board referring to full team discussion from August 7th and individual project team discussions;

- Finalize a strategy
- Confirm/verify conceptual approach and introduce any relevant theories
- Add any new data to be written into grant
- Re-affirm roles and responsibilities for team description
- Re-confirm Partner contributions and how they will advance objectives of theme and overall project
- Re-affirm governance plan and strategic action plan
- **Write/draw up brief plan of action (on flip chart)**

12:00

LUNCH

1:00 to 2:00

Each team report back on the morning discussion

- Summarize plan of action
- **Post plans of action (flip chart) on walls around the room for all to view – Define the Line Team will collect at end of meeting.**

2:00 to 3:00

Final Q & A for Shaheen, Maija, Alyssa, Alysha and Nelofar

3:00 to 3:30

Alysha to reiterate crucial deadlines for submission of CV's and Letters.

3:30

Shaheen, Closing Remarks