



M^cCAIGINSTITUTE
FOR BONE AND JOINT HEALTH



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FOR BONE AND JOINT HEALTH



TRAINEE HANDBOOK

2019 - 2020



UNIVERSITY OF CALGARY
CUMMING SCHOOL OF MEDICINE

Mobility for Life.



VISION

Leading the improvement of musculoskeletal health for patients across their lifespan through research and education.

MISSION

To enhance the musculoskeletal health of Albertans by focusing our efforts on a “precision medicine” approach to research: tailoring the right intervention for patients at the right time.

CORE VALUES

Solution Driven — We place the patient and community health needs at the forefront of our work, striving for faster and better health outcomes for people suffering from bone, muscle and joint conditions.

Commitment to Excellence — We are committed to producing high-quality work and solutions based on integrity, transparency, sustainability and global standards of achievement. We will maintain the highest standards by continually measuring and improving our outcomes.

Innovation — We strive to be global leaders in musculoskeletal research, education and knowledge translation through a focus on excellence, targeted and strategic growth, learning, and development of novel solutions to musculoskeletal health challenges.

Collaboration — We use a multidisciplinary team approach to problem-solving that results in innovative, comprehensive solutions for improving the musculoskeletal health of patients.

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MESSAGE FROM THE DIRECTOR

STEVEN BOYD

Welcome! As a former McCaig trainee myself, I know one of the most important things we can do as an institute is train the next generation of scientists, clinicians and industry leaders. It's your ideas, comments, contributions and energy that make the institute a great place to work and learn. Quite simply, we couldn't do the globally recognized research we do without you.

We are excited to have you here and are committed to ensuring you receive the support and encouragement you need to succeed. I look forward to meeting you in the future and learning about your research.



WHAT IS THE MCCAIG INSTITUTE?

Our vision at the McCaig Institute is to improve musculoskeletal health for patients across their lifespan through research and education so that we can achieve our goal of providing everyone with pain free mobility for life. Based at the University of Calgary's Cumming School of Medicine, we are a multidisciplinary team of basic scientists, clinician researchers, engineers, and health system researchers who work together in order to enhance the diagnosis, prevention, and treatment of bone and joint injuries and diseases. The McCaig Institute is based in the Foothill's Campus in HRIC (3rd floor) and HMRB (4th floor), with research labs and partnerships across main campus and throughout the province.

TRAINEE OPPORTUNITIES

The McCaig Institute spans multiple disciplines and includes summer, masters, PhD, MD/PhD students, and post-doctoral fellows from various training programs all with a common interest in musculoskeletal (MSK) health. Trainees are represented by the McCaig Trainee Committee (MTC), a group of your elected peers that represent your interests on several McCaig committees including the Executive Council and Education, Training, and Mentorship Committee.

The MTC organizes opportunities for trainees to learn and showcase your research, and fun events, such as:

- Social events (i.e. muffin mixers, BBQ's, hikes, running groups)
- A weekly seminar series
- The McCaig Summer Student Symposium
- Travel and short-term training awards
- And much more!

Be on the lookout for an email from the MTC with more details about how to get involved!



The McCaig Trainee Committee

The McCaig Institute Trainee Committee (MTC) is made up of a group of dedicated student leaders at the Masters, PhD, and Post-Doctoral level who are committed to fostering a sense of community across the institute, and enhancing the training experience of students. We facilitate educational events like the weekly McCaig Seminar Series and annual Summer Student Symposium, offer travel and training awards, and host regular community-building events for trainees around the institute. Please email us at mtc.mccaig@ucalgary.ca if you would like to be involved or to learn more about the opportunities we offer.

Trainee Co-Chairs: Anthonia Anowai (anthonia.anowai@ucalgary.ca) and Phillip Spanswick (pjspansw@ucalgary.ca). Anthonia and Phillip oversee all MTC activities, manage the annual trainee budget, and serve as the student representatives on the McCaig Executive Committee (MEC). Contact them if you have any questions about the MTC or would like to be involved.

Education Rep: Tannis Kemp (tdkemp@ucalgary.ca). Tannis is responsible for all academic events, awards, and initiatives of the MTC. She also sits on the MEC. Contact Tannis about upcoming awards, or if you would like the MTC to support you in participating in an external course or workshop.

Communications Rep: Kara Sidhu (kksidhu@ucalgary.ca). Kara oversees the trainee profiles (mccaig.ucalgary.ca/directory/trainees) on the McCaig website and mailing lists. Contact Kara if you would like your website profile updated or to have something promoted through the trainee mailing list.

Events Rep: Ryan Plett (rmplett@ucalgary.ca) and Destiny Francis (destiny.francis@ucalgary.ca). Ryan and Destiny organize social events and recreational activities for trainees and assists in promoting other events led by the MTC, such as the McCaig Seminar Series. Contact Ryan or Destiny if you have a great event idea or would like to help plan an event for trainees.

Postdoctoral Fellowship Reps: Lucas Lo Vercio (lucasdaniel.lovercio@ucalgary.ca) and Chantal de Bakker (chantall.debakker@ucalgary.ca). Lucas and Chantal represent the views of post-docs and identify opportunities to improve their experience whilst in the Institute. If you're a postdoc with a suggestion or comment, contact either of them to have your voice heard.

Seminar Series Reps: Nedaa Al-Jezani (nedaa.aljezani@ucalgary.ca), Nabangshu Das (nabangshu.das@ucalgary.ca), Suman Nath (suman.nath1@ucalgary.ca), Michael Kuczynski (mkuczyns@ucalgary.ca) and Lane Harper (lane.harper1@ucalgary.ca). They organize the weekly McCaig Institute Seminar Series. Contact either of them if you would like to get involved in planning or presenting at the seminar series.



STAYING CONNECTED

In order to keep up to date on what's happening in the Institute and to be eligible for MTC awards, please submit your **McCaig Trainee Membership Application Form** to mccaig@ucalgary.ca as soon as possible. After submission, you will be signed up for the following mailing lists to keep you connected with everything in the institute:

- ✓ *General Email List*: Watch for news about social events, learning opportunities, carpools, etc.
- ✓ *McCaig Trainee Mailing List*: Updates about trainee events, awards, and more.
- ✓ *McCaig This Week*: Sent out every Monday this contains important information about what's going on around the institute, as well as awards, deadlines and conference opportunities.
- ✓ *McCaig Seminars*: Student-organized seminars focused on relevant research by internal and external researchers

Also connect with us at the McCaig Institute for Bone and Joint Health Facebook group and Twitter account.



Your Supervisor(s) and Project Managers

First, get to know your supervisor(s) and project managers. Know how to contact them, who their administrator is, and where their lab and office is. On our website (mccaig.ucalgary.ca/research) you'll find lists of the active principle investigators and their area(s) of research. It will also be helpful to get to know those working in labs around you as they may have expertise in techniques and areas of research that compliment your own.

The McCaig Institute Operations Team

The operations team is responsible for helping to execute the institute's mandate to support research, education, and community activities. The team is tasked with supporting the institute members in achieving academic excellence and is

a key resource for staying connected with what is happening around the Institute. We are:



Nancy Whelan, Communications Manager

Nancy works with students, staff and faculty to spread the word about the cutting-edge research taking place at the McCaig Institute. Contact Nancy if you have had a paper published that you think the university community or the public would be interested in hearing about, or if you have any news you would like distributed internally.

E: nancy.whelan@ucalgary.ca Ph.: (403) 210-7588

Kirstyn Blomquist, Communications & Special Events Assistant



Kirstyn supports the communications and events portfolio and she is also the first point of contact for

McCaig Institute inquiries. Contact Kirstyn if you require a lab or office key, need after-hours hallway access, or if you would like to book a meeting space.

E: kirstyn.blomquist@ucalgary.ca : Ph:403-210-6774



Stacy Kozak, Manager, Business and Operations

Stacy manages operations and financial administration of the institute; policy development, processes and systems; and development of strategic and operational business plans. Contact her regarding policies or processes, suggestions for new partnerships and business opportunities, or general comments and questions regarding the business and operations.

E: stacy.kozak@ucalgary.ca Ph.: (403) 220-3422

GRANTS AND SCHOLARSHIPS

Your key resources for available grants and scholarships are through

- mccaig.ucalgary.ca/funding-opportunities/funding-opportunities-trainees
- grad.ucalgary.ca/awards
- gsa.ucalgary.ca/financial-support
- *McCaig This Week*, where Nancy provides upcoming news and deadlines.

Please note: in order to be eligible for McCaig awards and scholarships trainees should complete the Trainee Membership Application Form available at mccaig.ucalgary.ca

Key Parts of the UCalgary Awards Website

- Award timeline (under the 'AWARDS' heading in the red bar at the top of the page)
- Gives dates and citizenship requirements for competitions administered through the University of Calgary ONLY
- Graduate awards database
- Lists all awards available to U of C trainees
- Awards contacts (under the 'AWARDS' heading in the red bar at the top of the page)
- Lists those in charge of each type of award – can fast track inquiries after emailing through awards@gsa.ucalgary.ca

For more information on masters and doctoral awards visit grad.ucalgary.ca/awards/award-opportunities. If you find applying for these grants a little overwhelming process, check out workshops to help you prepare at wcm.ucalgary.ca/mygradskills/workshops or ask fellow trainees from the MTC.

OTHER USEFUL UNIVERSITY WEBSITES

- Welcome Centre
www.ucalgary.ca/welcomecentre

- Graduate Students Association
www.gsa.ucalgary.ca
- Postdoctoral Association
www.ucalgary.ca/pdac

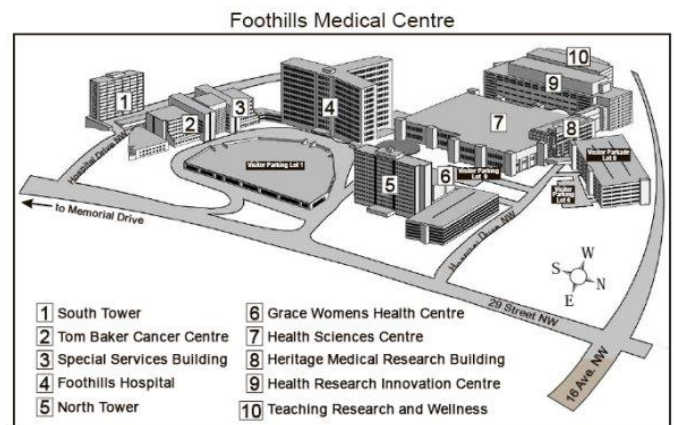
FINDING US

The McCaig Institute operations team is located on the 3rd floor of the Health Research Innovation Centre (HRIC) building on the Foothills Campus in HRIC 3A08.

UPON ARRIVAL IN THE INSTITUTE

Don't forget to visit the Operations Team in Room HRIC 3A08 to collect your McCaig Institute swag (i.e. waterbottle, UBS stick, pens, lanyard), collect your room key (bring \$20), and email the MTC (mtc.mccaig@ucalgary.ca) to be added to their mailing list. You should also ensure that the Operations Team adds to you the Trainee, McCaig This Week and Post-doc mailing lists.

Also, **please remember** to list the *McCaig Institute* as one of your affiliations whenever you present at a conference or design a poster.



Interactive Room Finder

You may also have class at the University of Calgary, or a desk at the Sport Injury and Prevention Research Centre (SIPRC). To find your room, go to wcmdm7.ucalgary.ca/map/interactive



GETTING AROUND

Parking at Foothills Campus

You can purchase weekly parking passes from all “Pay on Foot” machines and booth attendants for \$39.00. There are long waiting lists for yearly/monthly parking passes at the Foothills Hospital but, if you would like to inquire, the FMC parking office is located Room 060 of the Women’s Health Centre.

- **Hours:** 7:30am–4:00pm, Monday to Friday (excluding holidays)
- **Phone Number:** (403) 944-1014
- **Email:** ParkingCalgary@ahs.ca

Alternative Parking

WestPark Lot: 2 hours free, \$8.50 for 12 hours. Ticketed for over time, or if seen leaving the lot on foot. Ticket cost: \$45.00

McMahon Stadium: \$3 all day parking in north east section of lot. 15-minute walk to Foothills, 10-minute walk to main campus

Market Mall: Free parking, 20-30-minute walk to Foothills campus

Edworthy Park: Free parking, 10-15 minute walk down the hill from Foothills

Street Parking: The neighborhood to the west of 29th street down the hill from Foothills has free parking (if you walk far enough east from 29th street) about a 15-20minute walk from Foothills.

For more free parking spots [click here](#).

Transit

All U of C full-time students who have a valid student ID are eligible for a UPass, a free transit pass for the semester. New passes are issued each semester. The \$130 fee is compulsory and added to your student fees. UPass stickers can be obtained from the Tech Stop in the MacEwan Student Centre, next to the bookstore. See <http://www.ucalgary.ca/unicard/faqs/upass-faqs-0> for answers to more FAQ’s.

Google maps has easy access to transit routes to Main Campus and Foothills, as well as “Plan a Trip” on the Calgary Transit website.

Bike Parking

There is secure bike parking in the HRIC courtyard (at Foothills) and in the Arts Parkade (Main Chey ampus). These bike cages are accessed by a card pass which can be obtained for \$30/year from transportation and parking services office at the north end of McMahon Stadium, located on the ground floor of the Olympic Volunteer Centre

www.ucalgary.ca/parking

Fun Facts

Curious about any of the tidbits below? Ask the Operations Team for more info!

1. PhD student preparing for their Candidacy Exam can book an individual study room for up to a month in the Health Sciences Library.
2. An underground basement corridor connects the Women’s Health Centre to the Foothills Hospital (useful when it’s -30C outside and you want to visit the WHC café)
3. All McCaig trainees are eligible to access the Feasby Student lounge, a great place to relax and play pool or table tennis.
4. There’s a basement gym next to the FMC mailroom which only costs \$40 per year.
5. Post-Doctoral Fellows can access a \$850 Bluecross health and wellness account which expires each June.
6. Using the promo code ‘STUDENT’ will reduce your Domonios Pizza order by 40%.
7. A 3D printer is available for students to use in the Biomechanics lab.

Have a fact you’d like to share in next year’s handbook? Please email it to mccaig@ucalgary.ca

MEETING SPACES

McCaig Institute Board Rooms

Please contact the Operations Team to book either McCaig board rooms. HRIC 3A14 or 3C70. Include the following information in your booking request:

1. Date of booking
2. Time
3. Description of booking
4. Name of supervisor

E: mccaig@ucalgary.ca Ph.: (403) 210-6774

HRIC 3A14

- **Capacity:** 10
- **Phone:** (403) 210-6970
- **Capabilities:** Conference phone, projector and whiteboard
- **Notes:** Key located in 3A10 & projector remote located on shelf below screen



Non-McCaig Meeting Rooms in HSC

To book meeting rooms outside of the McCaig Institute, email irrooms@ucalgary.ca and provide the following information:

- Date and time
- Name of meeting
- Number of people
- Contact information
- Department
- Whether you require A/V equipment

HRIC 3C70

- **Capacity:** 15
- **Phone:** (403) 220-7440
- **Capabilities:** Conference phone, projector
- **Notes:** Key & projector remote located outside HRIC 3C60





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CONTACT US

For more information about bone and joint health research or to join our mailing list, give us a call:

MCCAIG INSTITUTE FOR BONE AND JOINT HEALTH

T: (403) 210-6774 **E:** mccaig@ucalgary.ca

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