



**General Faculties Council  
Research and Scholarship Committee  
Terms of Reference**

**1. ESTABLISHMENT**

The General Faculties Council (**GFC**) hereby establishes a standing committee called the Research and Scholarship Committee (the **Committee**) under the provisions of the GFC's General Terms of Reference for Standing Committees and these Terms of Reference, and delegates to the Committee the authorities set out herein. In the event of a conflict between the provisions of these Committee Terms of Reference and the General Terms of Reference, these Committee Terms of Reference will govern.

The Vice-President (Research) shall act as the responsible senior administrator to the Committee, providing the link between senior administration and the Committee.

**2. MEMBERSHIP**

Co-Chair

Vice-President (Research) or an Associate Vice-President (Research) designated as an alternate by the Vice-President (Research) (ex-officio, voting).<sup>1</sup>

Academic Co-Chair

As named by the GFC Executive Committee (see "Voting Members" below).

Voting Members

- One academic staff member appointed by each Faculty Council, excluding Graduate Studies and Qatar. One of these persons shall be named by the GFC Executive Committee as Academic Co-Chair of the Committee.
- One Postdoctoral Fellow/associate appointed by the Postdoctoral Association
- One student appointed by the Students' Union
- One student appointed by the Graduate Students' Association
- One member of the Associate Deans' Research Council (ADRC) appointed by the Vice-President (Research)
- Vice-Provost and Dean of Graduate Studies or, in the Dean's sole discretion, a member of the Faculty of Graduate Studies Council (ex-officio)
- Vice-Provost (Libraries and Cultural Resources) and University Librarian (ex-officio)

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<sup>1</sup> For clarity, this designated individual will be a different individual from the one Associate Vice-President (Research) appointed by the Vice-President (Research) as a non-voting member.

## Non-Voting Members

- One Associate Vice-President (Research) appointed by the Vice-President (Research)
- One person appointed by the Faculty Association
- One person appointed by the Alberta Union of Provincial Employees, Local 52
- One person appointed by the Management and Professional Staff Executive Committee

### **3. ROLE**

The Committee serves as GFC's primary advisory group on research and scholarly initiatives, issues and activities. The Committee also promotes, supports and advocates for research and scholarly activity on campus and for faculty and student participation in research and scholarly activities.

### **4. RESPONSIBILITIES**

The Committee will fulfill its role primarily by carrying out the activities enumerated below.

The listed responsibilities shall be the common, recurring activities of the Committee; however, the Committee may carry out additional responsibilities and duties within its role.

The Committee's primary responsibilities are as follows:

1. Provide strategic advice to GFC on research and scholarship in support of excellence in scholarship across the University, increasing the University's research impact in priority areas and promoting discovery, creativity and innovation;
2. Identify and develop or review and recommend to GFC strategies, plans, policies, procedures, practices, programs and activities within its role and advise GFC on the implementation and outcomes, including the effectiveness, of same;
3. Identify, prioritize and recommend action for dealing with issues that arise from across the University falling within its role;
4. Provide advice on priorities for resource allocation relating to research and scholarship and identify and recommend institutional priorities for University research and scholarship resources and support services;
5. Upon request, evaluate and make recommendations to GFC respecting proposals for new, or review existing, endowed chairs and professorships, institutes and centres, and other bodies related to its role;
6. Identify, evaluate and make recommendations regarding infrastructure necessary to conduct research and scholarship in accordance with funding agency requirements;
7. Facilitate research and scholarly initiatives being developed or utilized within and between divisions and disciplines, encourage collaborative activities and seek avenues for support of multi-disciplinary research and scholarly developments;
8. Lead and promote communication and discussion about research and scholarship across the University and develop, promote and review a communication strategy for knowledge mobilization of issues and information about research and scholarship;
9. Support and foster the professional development of researchers and scholars, promote and make recommendations for faculty development that meets the needs of faculty, and identify, promote and support opportunities for faculty and staff;
10. Develop, review and recommend to GFC awards programs related to research and scholarship;

11. When requested, carry out appointments in accordance with a University body's Terms of Reference (e.g. the Information Asset Management Committee);
12. Provide a forum for the receipt of reports from University research and scholarship support services and to allow these resources to raise issues and receive advice, support and promotion from the Committee; and
13. Such other activities and responsibilities delegated or assigned to it by GFC or the GFC Executive Committee from time to time.

The Committee is also ultimately responsible for the work and responsibilities of each of its sub-committees as articulated in the Terms of Reference of those committees.

## **5. POWERS**

Other than, or in the absence of, specific delegations of authority from GFC or the GFC Executive Committee to act autonomously, the Committee's powers shall be limited to providing input and ideas, advising and making recommendations to GFC and other GFC standing committees.

## **6. AUTHORITIES**

The Committee has the specific delegated authority to act autonomously as described below, on the condition that decisions made or actions taken under this delegated authority are reported to GFC.

None at this time.

**As at May 15, 2024**