

**RESEARCH COMMITTEE
OF ACADEMIC COUNCIL**

TERMS OF REFERENCE

Effective Date: September 1, 2024

Supersedes:

Date of Next Review:

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The primary role of the Research Committee is to advise the Academic Council and, by extension, the President and the Board of Directors on priorities and policies to promote and support research, and to advance King's distinct research value proposition centered on a commitment to social justice, ethical action, and community engagement. Central to this work is the integration of King's research with the delivery of a world-class Catholic liberal arts undergraduate education.

Areas of responsibility:

- Institutional Research Strategy: The RC assists in developing long-term institutional research plans that are representative of the uniqueness and diversity of King's led research. The RC provides advice and support with respect to communication of King's research strategy and work with units across campus to raise the profile of King's-led research.

Research Policies Development:

- The RC develops, reviews, and revises, as needed, institutional research policies.

Research Data Management and Research Security:

- The RC develops, reviews, and revises policies on Research Data Management and Research Security, as needed, to ensure that data collected and generated by researchers at King's is securely, efficiently, and ethically managed. The RC also collaborates and consults with various relevant stakeholders responsible for developing and implementing Research Data Management infrastructure (i.e., Library, Information Technology Services, Communications etc.)

Research Partnership Development:

- The RC helps identify strategic priorities related to research partnership development that foster collaboration, innovation, and interdisciplinary.
- The RC helps identify key research-related issues for review and consideration and provides feedback on initiatives and programs which will develop and promote research integrity and the conduct of quality research in a scholarly environment.

Research Centers and Institutes:

- The RC reviews and recommends to the Academic Council for approval the establishment of Research Centers and Institutes. The RC receives and forwards to the Academic Council, at least annually, notice(s) of the establishment of Research Centers and of the renewal or discontinuance of Research Institutes and Centers.
- The RC establishes or recommends the establishment of advisory committees, subcommittees and working groups as required to develop and review policy with respect to research matters.
- Each elected voting member of the RC will serve on at least one operational committee under the Research Office (i.e., Research Grants and Awards Adjudication Committee, and Knowledge Mobilization and Impact Committee).

COMPOSITION**Elected (voting)*:**

Six full-time Faculty Members, at least three of whom are members of the Academic Council and who come from different disciplines within the institution.

Ex officio (voting):

- ADR (Chair)
- Director of Libraries
- Director of EDID
- Chair of RERC

- President, KUCSC (or designate)

Ex officio (non-voting):

- Research Facilitators

Chair:

The Chair of the committee shall be the Associate Dean of Research

Vice-Chair:

The Vice-Chair shall be elected from among the voting members and will be a full-time Faculty Member

GENERAL PROCESS FOR COMMITTEES

The Committee shall develop an annual work plan for approval by Academic Council.

The Committee shall determine the frequency of meetings required to achieve its annual work plan.

The Chair of the Committee shall report regularly to Academic Council, or the Board, if requested, either individually or through the President.

The Committee shall conduct an annual self-evaluation as developed by the Governance and Nominating Committee and report results to the Committee's members for their review.

Quorum:

Quorum shall be 50 percent of voting members.

Non-voting resource persons shall not be counted towards quorum.

Terms:

The terms of office for elected members shall be three (3) years (renewable).

Initial appointments:

The first set of appointments will assign terms of one (1), two (2), and three (3) years to elected members. These appointments shall be distributed evenly among the elected members, i.e., approximately one-third will be appointed for each term length.

Subsequent appointments shall be for terms of three (3) years (renewable) as above.