

Senate Research Committee Terms of Reference

PURPOSE

The Senate Research Committee advises Senate on policies, programs, and practices related to research and scholarship at UFV. This work includes the review of proposals for new research centres and institutes, the annual report for existing research centres and institutes, and oversight of UFV's Research Excellence Award.

RESPONSIBILITIES

1. Advise Senate on policies and programs that promote, support, and celebrate research and scholarly work and its dissemination.
2. Advise Senate on policies and practices on ethical, regulatory, and other issues related to the conduct of research and scholarly work and its dissemination.
3. Advise Senate on opportunities and challenges associated with external funding of research and scholarly work.
4. Advise Senate on policies and procedures for the allocation and awarding of university funds for research and scholarly work.
5. Review, and if appropriate, recommend to Senate, and inform the Academic Planning and Priorities Committee on proposals to establish new research centres or institutes, or new research chairs, and research fellowships.
6. Review annually the activities of the university's research centres and institutes.
7. Review the university's strategic research plan and make recommendations to the Senate.
8. Annually review progress toward achievement of strategic research plan goals.
9. Oversee the Research Excellence Award process following the criteria set by Senate and the procedures set by the Senate Awards and Honours Committee.
10. Review annually its terms of reference between January and April. Changes will be submitted to the Senate Governance Committee no later than the third week of April for review by the Senate Governance Committee in May and to Senate for approval in June.
11. Report annually to Senate on the university's research and scholarly activities.
12. Establish such subcommittees as needed to fulfill the committee's responsibilities.
13. Other duties as assigned by Senate.

COMPOSITION

Chair

- A voting faculty member of the committee, nominated by the committee and approved by Senate.

Vice-Chair

- A voting member of the committee, nominated and approved by the committee.

Voting Members

- Seven faculty members[†], approved by Senate, at least one of whom shall be a member of Senate
- One staff member approved by Senate
- Two undergraduate students approved by Senate
- One graduate student approved by Senate
- One dean or associate dean
- Associate Vice-President, Research, Engagement & Graduate Studies (ex officio)
- Research Advisory Council Chair (or designate) * (ex officio)

Ex Officio Non-Voting Members

- Provost & Vice-President, Academic (or designate) *
- Chief Financial Officer (or designate) *
- Director, Research Services & Industry Engagement
- University Librarian (or designated librarian) *
- University Secretary

Administrative Support

- Research Office

*The designate is appointed for a minimum of a one-year term to ensure continuity.

[†] Normally, there shall be at least one member from each of the faculties selected to ensure that the composition of the committee reflects the diversity of disciplines at the university. Preference will be given to those with experience in graduate studies.