

Standing Committee on Research – Terms of Reference

Membership

6 Elected members of Faculty representing the diversity of the research clusters as outlined in the University's Strategic Research Plan, with at least one member from each Faculty.

1 Appointed member, Coady Institute

Ex-officio: The Academic Vice-President and Deans of Faculty, The University Librarian, and The Associate Vice-President Research (Chair)

To the extent possible the choice of elected members should represent the diversity of research areas.

Terms of Elected Members is normally three years.

Election of Faculty members is by General Faculty following its normal procedures for nomination and election.

Quorum: Any four of the elected committee members.

Decisions are by majority vote.

Meetings and responsibilities

- The Committee will meet at least three times annually. These regular meetings will be scheduled for late summer (before the Fall grant application period), late Fall (after the Fall grant application period) and late Spring (after Spring announcements of the Tri-Council awards. Such other meetings as shall be necessary will be called and scheduled by the Chair.
- On a regular basis the Committee will review the University's research standing relative to colleague institutions. The Office of the Associate Vice-President will support this review through provision of appropriate data and statistical analysis.
- The Committee will advise on University policy and practices related to research as follows:
 - Act as an advisory board for the Associate Vice-President Research, including but not limited to advice on evaluation of progress in research and celebration of research,
 - Develop and support policies and programs that encourage research by St. Francis Xavier University faculty, as well as by graduate and undergraduate students.
 - Review, advise and make recommendations to the appropriate academic committees (General faculty, AP&P, Senate etc)
 - Advise and make recommendations on research matters referred to the Committee by Senate
 - Advise on University Services and overhead in support of research
 - Advise on Outward policies of the University regarding research: particularly the Strategic Research Plan

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- Review and advise on the creation of new Research Centres and Institutes and the appointment of Directors of these.
- Advise on the disbursement of Research Chairs
- Advise on strategies to attain objectives and maximize funding
- Review and advise on effective communication and dissemination internally and externally about research at StFX, including but not limited to the Research Website.

Note: Matters concerning Conflict of Interest or Integrity in Research are dealt with by separate committees of the University.