Members of the Lab Equipment Committee

Subcommittee of the WIRB Move Team

Effective February 2017 – January 31, 2018

Representatives: Derek Mitchell, Haitao Yang, Derek Quinlan and Florence Lourdes (recorder)

TERMS OF REFERENCE

Composition and Elected Term:

Membership on the Lab Equipment Committee is determined by the Move Team and approved by the Steering Committee for the Brain and Mind Institute. Membership will consist of at least 1 core member, and 3 administrative positions. One representative from the Lab Equipment Committee will be selected by the membership to report to the Move Team.

The membership term for the Lab Equipment Committee will be one year or until the relocation to the Western Interdisciplinary Research Building (WIRB) is complete.

Responsibilities:

- Coordinates all lab equipment assessments, equipment inventory and purchases, and communicates with PIs to sort out move logistics (with FM Project Manager), based on the guiding principles provided by the Steering Committee and the direction given by the Move Team.
- Interfaces and liaises with BMI members, consultants and all committees involved in the relocation planning process to WIRB.
- Reports to the Move Team on the committee’s progress, as often as requested.
- Submits motions to the Steering Committee to be considered for approval.

The Lab Equipment Committee will meet as often as required or requested.