

University Research Board

Effective Date: July 2017

Supersedes: March 2011

TERMS OF REFERENCE

The University Research Board is advisory to the Vice-President (Research) and is the chief forum within Senate for critical appraisal and coordination of long-term strategic research plans and oversight of research policies, practices and procedures. Within this broad planning context, it has specific responsibilities as follows:

1. The Board assists the Vice-President (Research) in the development of long-term research plans, reviewing draft plans prior submission to Senate.
2. The Board identifies key research-related issues for review and consideration.
3. The Board provides advice and support with respect to communication of research strategies.
4. The Board receives and reviews the annual report of the Vice-President (Research) and advises on its content and presentation before forwarding it to Senate for information and discussion.
5. The Board reviews and recommends to Senate for approval, new or revised research policies.
6. In accordance with MAPP 7.9, *Establishment, Governance & Review of Research Institutes, Centres and Groups*, the Board:
 - Reviews and recommends to Senate for approval the establishment of Research Institutes
 - Receives for information and forwarding to Senate at least annually notice of the establishment of Research Centres, and of the renewal or discontinuance of Research Institutes and Centres
 - Appoints two of its members to the Committee on Research Institutes
 - The Board receives reports on a wide range of research-related issues such as research ethics policies, processes and operations; animal care policies, processes and operations; research partnerships; research transfer and the work of WORLDDiscoveries; internal grant programs operated through Research Western, including the outcomes and processes; work of the research-related committees established by Senate or by URB.
7. The Board appoints the Hellmuth Prize selection committee.
8. The Board reports regularly on its activities to Senate.

COMPOSITION

Fifteen members elected by Senate as follows:

- Eleven members of faculty (one from each faculty/school, excluding SGPS), at least one of whom occupies a senior position in a Research Centre or Institute as defined under [MAPP 7.9](#) (Establishment, Governance and Review of Research Institutes, Centres and Groups)
- Two graduate students
- Two postdoctoral representatives

Ex officio:

- Vice-President (Research) (Chair)
- Provost & Vice-President (Academic)
- Two Associate Vice-Presidents (Research)
- Vice-Provost (Graduate and Postdoctoral Studies)
- Vice-Provost (International)
- One Associate Dean (Research) elected by the Associate Deans (Research)
- One Dean of a faculty/school appointed by the Vice-President (Research)

Resource (non-voting)

Director, WORLDDiscoveries
Director, Animal Care and Veterinary Services
Director, Research Development and Services
Director, Office of Human Research Ethics
Secretary of Senate

The terms of the elected/appointed members are two years, renewable twice.