GPRC Academic Council   *RESEARCH PLANNING COMMITTEE*

REPORTS TO: Academic Council

COMPOSITION:
- ➢ Vice-President Academics and Research, Chair
- ➢ Academic Deans
- ➢ Director R&I
- ➢ Research Facilitator
- ➢ Chairperson Representative(s)
- ➢ ASA President (or delegate)
- ➢ Chair of the Ethics Review Board
- ➢ One Faculty Member plus alternate from each School for a two year term
- ➢ One full-time GPRC employee actively engaged in research (for a two year term)
- ➢ One Employee Association Member for a two year term
- ➢ One Alberta Union of Provincial Employee Member for a two year term
- ➢ One Student Representative for a one year term
- ➢ Chair of the Animal Care Committee for a 2 year term
- ➢ One Communications Representative for a 2 year term

MEMBERSHIP NOMINATED BY: Vice-President Academics and Research

MEMBERSHIP APPROVED BY: Academic Council

COMMITTEE CLASSIFICATION: Standing Committee of Academic Council

TERMS OF REFERENCE APPROVED BY: Academic Council

REVIEW: Terms of Reference will be reviewed every two years.

CONTEXT/PREAMBLE

Grande Prairie Regional College (GPRC), as a comprehensive community institution, has a mandate that includes applied research. To fulfill our mandate, develop institutional capacity and support a culture of inquiry, applied research at GPRC is guided by the Research Planning Committee.

GPRC is dedicated to excellence and ethical conduct in all aspects of applied research. GPRC adheres to Tri-Council policy and guidelines (TCPS2).

TERMS OF REFERENCE

Responsibilities:

1. Establish, review and maintain Institutional Research Policy and procedures. This may include:
    a. Defining terms relevant to applied research
    b. Developing, reviewing and updating policy
    c. Developing a process to determine which College applied research initiatives to advance and promote to Tri-Council
    d. Making recommendations related to infrastructure for applied research

2. Ensure Research Planning Committee renewal while balancing consistent representation from defined stakeholder groups.

3. Create a positive environment within the Committee and the College to ensure ongoing dialogue about applied research. This dialogue includes discussion on topics such as:
    a. What is (applied) research?
    b. What are the purposes and priorities of applied research at GPRC?
    c. What is the role of the College, departments and other constituents or stakeholders in supporting research and researchers?
    d. How might research and research activities be integrated into student experiences and student learning at GPRC?
    e. How do we balance and integrate research and instruction?

4. Facilitate communication and information sharing regarding ongoing and emerging applied research projects so as to stimulate interest, promote a positive culture for applied research, and create synergies where opportunities emerge.

5. When requested, review the (draft) annual update to the Institutional Research Plan as brought forward by the Director RI and provide comments and recommendations for consideration as the Director RI prepares the Institutional Research Goals for inclusion within GPRC's Comprehensive Institutional Plan.

6. Provide support and advocacy for applied research.

7. Ensure relevant training is available to GPRC faculty and staff. This may include:
    a. Relevant GPRC research policies, guidelines and processes
    b. Managing applied research (from idea, through funding, implementation and publication of findings)
    c. Responsible conduct of research