

DALHOUSIE UNIVERSITY

Dalhousie Research Advisory Committee (DRAC)

Terms of Reference

December 2017

Membership:

- Vice-President Research - Dalhousie (Chair)
- Vice-President Research – IWK
- Vice-President Research - NSHA
- Assistant or Associate Dean Research of each Faculty or Dean if ADRs are not appointed
- Associate/Assistant Vice-Presidents Research
- Assistant Vice-President Government Relations
- Executive Director, Dalhousie Research Services (DRS)
- University Librarian

Terms of Reference:

The Dalhousie Research Advisory Committee (DRAC) provides advice to the Vice-President Research on issues relating to the research enterprise at Dalhousie University.

Faculty DRAC members are expected to represent the interests of their Faculty and inform their Dean of DRAC research discussions.

In this context, Faculty DRAC members will:

- Review DRAC disseminated information and consult with their Dean when necessary;
- Attend DRAC meetings and discuss research issues from their Faculty's perspective;
- Advise the Vice-President Research (or designate) on research matters;
- Advise his/her Dean and Faculty about DRAC research issues;
- Disseminate DRAC information to faculty members as necessary.

Meeting Format:

- DRAC will meet regularly from September to June no less than 6 times/year;
- Meetings will be chaired by the Vice-President Research or designate;
- Meetings will typically be held in the Research Services Boardroom, 2nd floor, Hicks Building;
- Notes and action items will be recorded by a person designated by the VPR;

- Notes and Agenda items will be circulated to DRAC members approximately one week prior to meeting;
- In the event that a Faculty DRAC representative is unable to attend, a Dean's office representative may be designated to attend in their place.

DRAC Affiliates:

DRAC affiliates are key positions within the larger Dalhousie research community who will be invited to DRAC meetings on Agenda-specific issues.

Affiliates may propose topics and Agenda items for DRAC to consider.

Affiliates will receive all information circulated to DRAC members including Notes, Agendas and other information to maintain awareness of the activities and issues being discussed.

DRAC affiliate members include:

- Executive Director, Dal Analytics
- University Veterinarian
- Directors and Legal Advisor, Dalhousie Research Services