

**REPORTS TO:** Academic Council

**COMPOSITION:**

- Vice-President Academics and Research, Chair
- Academic Deans
- Director, Innovation and Research (IR)
- Manager Scholarship, Innovation and Research
- Chair of the Ethics Review Board
- Chair of the Animal Care Committee
- Waggle Editor
- ASA President (or delegate)
- Chairperson Representative(s) selected by the Vice-President, Academics and Research for a two-year term
- One Faculty Member plus one 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 Communications Representative for a two-year term
- One Student Representative for a one-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.

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**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 to ensure ongoing dialogue about applied research. This dialogue includes discussion on topics such as:
  - a. What is (applied) research?
  - b. What are the purpose 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 IR and provide comments and recommendations for consideration as the Director IR 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

*Approved by the Research Planning Committee: April 27, 2010*

*Reviewed and Updated by the Research Planning Committee: January 16, 2012*

*Approved by Academic Council: February 9, 2012*

*Reviewed and Updated by the Research Planning Committee: September 3, 2013*

*Approved by Academic Council: September 12, 2013*

*Reviewed and Updated by the Research Planning Committee: September 3, 2016*

*Approved by Academic Council: October 13, 2016*