

Research Committee: Terms of Reference

Role: Overseeing and adjudicating the annual Call for Proposals.

Membership: 2 Co-Directors, 5 domain Leaders, as many as 4 representatives of the federal funding partners, 1 or 2 representatives of the provincial funding partner, at least 1 NGO member, and at least 1 external academic member; in addition to voting members, the Metropolis Secretariat will be invited to provide one ex-officio member; in general, and approximate 50/50 balance between academic and other members will be maintained. A quorum of 9 voting members will be required.

Chairperson: one of the Co-Directors, alternating annually.

Subcommittee:

- The **Adjudication Subcommittee** adjudicates proposals for policy and academic merit. Following the requirements of the MOU, the adjudication subcommittee will be comprised of Research Committee members who are not eligible for grants, plus at least 1 external academic member. In addition, as specified in the MOU, the adjudication subcommittee will have at least 1, and more likely 3-4, federal member(s).

Meetings: 2 per year.

The Research Committee (RC) will mainly be a subset of the Board of Directors, although additional members outside the BoD will be brought in to ensure that the objectives of the RC and MOU are met (see below). The RC is designed to carry out the wishes of the Board of Directors in terms of the research and dissemination process.

Decisions by the RC will be passed to the BoD for final approval. That is, the RC will make recommendations, while the BoD will make decisions. In practice, the Executive Committee will decide on the funds available for research in a given year. The BoD will set the general research priorities of the Centre. The Co-Directors will codify these priorities into a draft Call for Proposals (CFP), which will be reviewed and edited by the RC. The RC must approve of the CFP prior to its release by a majority vote.

Importantly, in Phase III, the CFP will explicitly be a joint call for research proposals and for dissemination proposals. This new attention to dissemination in the proposal process will allow Metropolis BC researchers to apply for resources to hold workshops, symposia, and other dissemination-related activities.

Given adoption of the CFP by the Research Committee, the Co-Directors will manage the mechanics of the CFP, and the Adjudication Subcommittee of the RC will adjudicate applications for funding. Half of the members of the RC and its Adjudication Subcommittee will be academics, and the other half from government and NGOs. Applications will be assessed on *both* their academic and policy merit and must be judged adequate on *both* counts to be funded. Academic members of the RC will have the primary say on scholarly merit and non-academics on policy merit. Application forms will be designed to allow RC members to make informed judgments about both academic and policy merit.

In recruiting academic members of the RC and its Adjudication Subcommittee, the Chair of the BoD will ensure that there is a broad representation of methodological expertise. That is, there must be a range of scholars who work with quantitative and

qualitative data. The external member(s) of the RC will be selected with the idea of methodological balance in mind.

Lines of authority:

- Co-Directors, Domain Leaders (see above).
- New members will be nominated by the Co-Directors and approved by the BoD.
- Tenure will be for 1 year, renewable. As in the case of the Board of Directors, an effort will be made to ensure that the RC does not remain static through the period of the grant.