Terms of Reference
Faculty of Arts and Science Committee on Teaching, Research\textsuperscript{1} and Faculty Development

1. Mandate

The Faculty of Arts and Science Committee on Teaching, Research and Faculty Development supports and promotes the integration of faculty research and student learning. Its goal is to support faculty development by developing programs and activities that assist in the realization of this integration.

2. Accountability

The Committee on Teaching, Research and Faculty Development is a Standing Committee of the Arts and Science Faculty Council. The Committee Chair will provide an annual report to the Faculty Council and submit recommendations as required for the Faculty Council’s consideration.

2.1 The Committee will develop a work plan, to be updated annually, which defines the Committee’s new and ongoing activities.

3. Composition

The Committee will consist of the following members:

a) Associate Dean, Administration \textit{ex-officio};

b) Two representatives from the Humanities [Alternating Two-Year Terms];

c) Two representatives from the Social Sciences [Alternating Two-Year Terms];

d) Two representatives from the Natural Sciences [Alternating Two-Year Terms]; and,

e) One Decanal Appointee [One-Year-Term; and, is ineligible to serve consecutive terms].

3.1 The Chair will be elected by the Committee from amongst its members for a one-year term.

3.2 There are seven (7) voting members. There are seven (7) voting members, though the Chair normally does not vote.

3.3 Quorum is the Chair and at least four other members, though every effort will be made to encourage the robust participation of all.

3.4 The Decanal Appointee is chosen for the purpose of professional development and is usually drawn from the most recent list of candidates who stood, unsuccessfully, for election to the Committee.

\textsuperscript{1} The term “research” as used in this document may include a range of scholarly activity, including, but not limited to, production of creative works.
4. Roles

The Committee on Teaching, Research and Faculty Development will, within the scope of its mandate:

a) Identify potential funding opportunities, and, adjudicate or allocate any funds made available;
b) Participate in the development of training or other professional development activities;
c) Support the dissemination of mentored student research;
d) Strengthen the integration of faculty research into curriculum and the engagement of students in research with faculty;
e) Identify and implement events or other activities to showcase the achievements of members of the Faculty of Arts and Science; and,
f) Collaborate with other institutional partners, where applicable.