

<b>Category: BOARD POLICY – BOARD PROCESS</b>	
<b>Title: TERMS OF REFERENCE: Research Committee</b>	<b>Reference Number: AB370</b>
<b>Approved by: PHSA Board of Directors</b>	<b>Last Approved: September 17, 2020 Last Reviewed: September 17, 2020</b>

## **I. INTRODUCTION**

PHSA has a mandate to conduct world-class research, and deliver excellence in education and training as a provincial health authority and an academic health sciences organization to support and underpin its ability to both develop evidence informed provincial clinical policy and to deliver high quality provincial clinical services.

The purpose of the Research Committee is to support the research and education mandate of the PHSA and its Agencies; to fulfill its oversight responsibilities regarding this mandate; and to report to the Board.

## **II. COMPOSITION AND OPERATIONS**

1. The Research Committee shall be composed of no fewer than three directors. At least one member of the Quality and Access Committee shall be appointed as a member of the Research Committee.
2. The Research Committee shall operate in a manner that is consistent with the PHSA Board of Directors Committee Guidelines.
3. At least one committee member shall be familiar with research operations.
4. The committee will meet at least once each year or more frequently as deemed necessary by the committee. Generally, meetings will be scheduled each year in advance.
5. Staff support will be available to the Committee.

## **III. DUTIES AND RESPONSIBILITIES**

1. Provide governance oversight for PHSA’s mandate to conduct world-class research and deliver excellence in education and training as a provincial health authority and an academic health sciences organization.

2. Report to and inform the PHSA Board on governance issues and initiatives relevant to PHSA’s academic health science mandate, including those related to the following themes of strategic priority:
  - Support/enabling activities that help create an environment for future research success
  - Translation and implementation of research to inform clinical policy and improve patient and population outcomes and impacts
  - Major research successes and accomplishments
  - Research addressing priority provincial populations, including Indigenous populations
  - Interdisciplinary research
  - Environmental scans and trends that enable forward-looking insights into the future of research
  
3. Review key governance level indicators for PHSA’s academic health science mandate on an annual basis, including:
  - a. PHSA research metrics
  - b. PHSA research conflict of interest audit
  - c. PHSA support in training of health care professionals.
  
4. Provide strategic direction for PHSA’s academic health science mandate through input into and approval of:
  - (a) PHSA Strategic Plan(s) for Research, and
  - (b) The PHSA Strategic Plan
  
5. Review Terms of Reference annually.

**IV. RESEARCH COMMITTEE TIMETABLE**

The timetable on the following page outlines the Research Committee’s schedule of activities.

Policy Created on: June 28, 2007				
<u>Policy Revision Dates:</u>				
April 23, 2009	June 23, 2010	October 18, 2012	October 22, 2013	April 22, 2015
April 20, 2016	April 27, 2017	June 27, 2018	June 27, 2019	September 17, 2020

## RESEARCH COMMITTEE ACTIVITY PLANNER

ACTIVITY		DATE					NOTES
		Feb	Apr	Jun	Sep	Nov	
<b>THEMES AND RESPONSIBILITIES</b>							
	Provide governance oversight for PHSA's mandate to conduct world-class research and deliver excellence in education and training as a provincial health authority and an academic health sciences organization	X	X	X	X	X	
	Report to and inform the PHSA Board on governance issues and initiatives relevant to PHSA's academic health science mandate, including those related to the following themes of strategic priority: <ul style="list-style-type: none"> <li>• Support/enabling activities that help create an environment for future research success</li> <li>• Major research successes and accomplishments</li> <li>• Translation and implementation of research to improve outcomes and impacts</li> <li>• Research addressing priority provincial populations</li> <li>• Interdisciplinary research</li> </ul> Environmental scans and trends that enable forward-looking insights into the future of research	X	X	X	X	X	
	Review key governance level indicators for PHSA's academic health science mandate on an annual basis, including: <ul style="list-style-type: none"> <li>• PHSA research metrics</li> <li>• PHSA research conflict of interest audit</li> <li>• PHSA support in training of health care professionals</li> </ul>	X				X	X
	Provide strategic direction for PHSA academic health science mandate through input into and approval of: <ul style="list-style-type: none"> <li>• PHSA Strategic Plan(s) for Research, and</li> <li>• the PHSA Strategic Plan</li> </ul>			X		X	
<b>BOARD GOVERNANCE PROCESSES</b>							
<i>Terms of Reference</i>							
	Research Committee		X				