

1. Purpose

The Academic Research Fund Committee is responsible for adjudicating Academic Research Fund applications and granting awards up to the established maximum award values.

2. Membership

2.1 The Academic Research Fund Committee is a sub-committee of the Academic Research Committee.

2.2 The membership of the Academic Research Fund Committee shall include the following five (5) voting members:

- (1) Full-time academic faculty member from the Faculty of Business
- (1) Full-time academic faculty member from the Faculty of Health Disciplines
- (1) Full-time academic faculty member from the Faculty of Humanities and Social Sciences
- (1) Full-time academic faculty member from the Faculty of Science and Technology
- (1) Non-academic staff member with research duties contained within their position description

2.3 Committee members normally serve for a three-year term (July 1 to June 30).

2.4 Committee member terms are staggered to ensure continuity on the committee.

2.5 Committee members are appointed by the Academic Research Committee.

2.6 Chair is appointed by the Academic Research Fund Committee members.

2.7 Chair may serve a 2-year term in this role.

3. Responsibilities

The Academic Research Fund Committee has the following powers and duties:

3.1 Adjudicate Academic Research Fund applications and any other related funding applications and issue awards up to the established maximum award values.

3.2 Review and recommend changes and/or updates to the Academic Research Fund Guidelines.

3.3 Where the Chair of the Academic Research Fund Committee deems it necessary, a special meeting of the Committee shall be called to deal with urgent matters.

The Research Office shall act as the Secretary to the Academic Research Fund Committee.