

## Research & Evaluation Advisory Committee

### Role

The Research and Evaluation Advisory Committee (REAC) serves in an advisory capacity to the Chief Executive Officer (Dr. Ian Bowmer), ensuring the continued strategic alignment and value of research and evaluation activities undertaken by the Royal College are maintained. The REAC informs and undertakes prioritization activities to ensure alignment to the Royal College's strategic plan.

### Terminology

For the purposes of the REAC, the Royal College understands research and evaluation to include 'the process of engaging in peer-reviewed discovery through original research or other methods, coupled with its application, dissemination, and/or translation of knowledge into practice within the domains of education, administration, policy, and sciences'. This definition was previously developed by Royal College leadership in partnership with the Scholarship Advisory Group.

### Responsibility and Authority

The REAC shall consider, recommend, and report to the Chief Executive Officer. To fulfill its mandate, the REAC will:

- Act as thought leaders to inform the strategic direction for the Royal College's research and evaluation initiatives and activities, including alignment of the Royal College's role within the broader (domestic and international) research ecosystem.
- Inform and guide decisions in the establishment of a corporate grants and awards strategy that aligns with the broader strategy of the Royal College.
- Bring forth external perspectives in discussions and advise on activities to ensure strategic alignment and opportunities with a view to avoid unnecessary duplication within the Royal College and broader research ecosystem.
- Provide a quality assurance role to ensure the Royal College is delivering research and evaluation activities that are tightly aligned with the strategic direction of the Royal College and in a manner that best serves our stakeholders.
- Inform and identify risks and mitigation measures to ensure research remains a sustainable offering of the Royal College.
- Bring a focus on research to other aspects of the strategic plan.
- Identify, support and support negotiation of strategic partnerships domestically and internationally, as applicable.



## Activities

The REAC will inform and guide the Royal College's research and evaluation programs by performing the following activities:

- In partnership with the Chief Executive Officer and Associate Director, Research, review and provide input regarding the initiation of any Royal College research and evaluation priority projects.
- Inform and advise on decisions to define priority initiatives and research themes annually (or as applicable), aligned with Council's strategic directions.
- Review and inform overall progress against strategic priorities.
- Assist with informing strategic, operational activities, as applicable (e.g., data governance, ethics, etc.)
- Inform and advise on budget allocations as needed and applicable.

## Composition

The REAC will be chaired by Dr. Richard Reznick, MD, MEd, FRCSC, FACS, FRCSEd (hon), FRCSI (hon) (Past President, Royal College of Physicians and Surgeons of Canada). The REAC is coordinated by the Royal College Associate Director, Research and Evaluation (Dr. Tanya Horsley, PhD, MBA). Administrative support will be identified as needed. The Term of inaugural Chair will be 1-year. Thereafter, the Chair will generally serve a 2-year term.

The REAC will be comprised of no more than 5 members, in addition to the Chair, who are perceived to be leaders in research and evaluation as they relate to medicine and more specifically, specialty medical education and training. Depth of strategic perspectives nationally is imperative. Given the specificity of expertise it is anticipated that the constitution of the committee will be a mix of Royal College Fellows and researchers, with the latter predominating. REAC members will generally serve a 3-year term (with an option to renew once). Terms will begin and end in alignment with the in-person meeting.

## Meetings

The REAC will convene quarterly; most meetings will be virtual, with a once annual in-person meeting. Meetings will be minuted and recorded as needed.

Quorum consists of a majority of the voting members of the committee (i.e., 50% plus one). The Chair is counted as a voting member in constituting quorum. However, as the presiding official of the committee, the Chair does not move motions. Furthermore, the Chair shall only vote when the vote is conducted by secret ballot or when it is necessary to break a tie.