Research Continuity Committee  
(RCC)

Terms of Reference

LAST UPDATED June 8, 2020

# Purpose

The purpose of the Research Continuity Committee (RCC) is to provide advice and guidance on the process for the resumption of research in the 2020 spring-summer, following the suspension of research for the COVID emergency.

Following the release of the BC Restart Plan on May 6, the VPR announced that UVic would begin a phased-in return to research and creative activity on our campus.

The [UVic Research Resumption Plan](https://www.uvic.ca/research/assets/docs/covid/uvic-research-resumption-plan.pdf) (Appendix 1) outlines the principles and phased approach that will guide a safe and responsible process and allow researchers to resume research and creative activities over the coming weeks and months.

The health and well-being of our community is paramount above all other considerations and at this time, research that can be carried out remotely should continue to the extent this is possible. There is no immediate expectation or requirement to return to campus, and physical distancing continues to be the key strategy to reduce the community transmission of COVID-19.

The resumption of on-campus research must occur in alignment with the provision of multiple campus services such as custodial services and security. The phasing approach is designed to ensure this alignment.

# Committee Functions & Responsibilities

* Serve as a discussion forum and to provide advice for the AVPRO and OHSE Director on the process for the resumption of research.
* Monitor progress of research resumption initiatives and projects within the respective areas of the committee members’ areas of responsibility;
* Review and recommend modifications and updates to the institutional processes including the need for additional guidance
* Guide communication to the campus community and advise on responses to issues arising during the resumption process.
* Advise on the requirement for alignment of research resumption with the provision of multiple campus services.

# Membership & Member Responsibilities

The membership of the committee includes the following:

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| **Position** | **Role/representative** |
| Associate Vice-President Research Operations | Chair |
| AVP Faculty Relations and Academic Administration | Faculty Relations and Academic Administration |
| Executive Director Financial Services | Financial Services |
| Dean, Faculty of Fine Arts | Fine Arts |
| Associate Dean Graduate Studies | Graduate Studies |
| Director, Institute for Integrated Energy Systems | IESVic/Engineering |
| Manager, Personnel and Administration, ORS | Office of Research Services |
| Manager, Research Finances, ORS | Office of Research Services |
| Director, Occupational Health, Safety and Environment | OHSE |
| OHSE Consultant | OHSE |
| Dean, Faculty of Science | Science |
| Special Advisor to the Provost | VPAC |

# Meetings

One meeting a week in June-August with additional meetings as required.

# Reporting

The RCC reports to the Vice President Research (VPR) through the AVPRO once per week with additional updates as required.

# Appendix 1: UVic Research Resumption Plan

<https://www.uvic.ca/research/assets/docs/covid/uvic-research-resumption-plan.pdf>