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<b>Executive Responsibility:</b>	Provost & Vice-President Academic	
<b>Administrative Responsibility:</b>	Provost & Vice-President Academic	<b>Procedure:</b> <a href="#">31.11.001</a> Research and Scholarly Activity Centres and Institutes

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STATEMENT:

Vancouver Island University (VIU) recognizes that faculty and students benefit from the opportunity to collaborate and coordinate research and scholarly activity via the establishment of research and scholarly activity centres and institutes (RSACI).

1. Scope

This policy applies to all RSACI's at the University.

1.1. Purpose

RSACI's at Vancouver Island University are established for the purpose of undertaking and facilitating research and scholarly activities in subject areas of specific relevance to the mandate and mission of the University and the expertise of its faculty members. The University fosters the development of innovative interdisciplinary research and scholarly activities through the establishment of externally funded and supported RSACI's.

The overarching goal of RSACI's is to create a structure to recognize, support, manage and enhance opportunities for academic and scholarly pursuits. In particular, the purpose of RSACI's is to complement VIU's academic programs, focus and build on VIU's research strengths, and increase and strategically manage VIU's resources (Research Chairs, researchers, facilities, funding, etc.).

RSACI's should offer faculty: 1) additional venues for research and scholarly opportunities and activities across a number of programs; 2) serve as a dedicated vehicle for the promotion of basic and applied research; and 3) opportunities for the securing of additional research funds which otherwise might not be available to the University. RSACI's may also complement research activities through knowledge mobilization community engagement and outreach activities.

## 2.2 Definition

A RSACI is defined as a non-departmental academic and administrative unit whose primary focus is the generation of new knowledge, integration, new applications, engagement and knowledge mobilization. The RSACI can be primarily within one Faculty, or may cross two or more Faculties.

Centers typically involve faculty and staff from one or more departments or units engaged in a dedicated research or scholarly activity.

An institute is an organization intended for research and is broader in scope than a center; it is typically associated with a physical and organizational infrastructure for conducting research. It involves faculty and staff from multiple units who depend on a set of common facilities for their research. An institute may have one or more centers housed within it.

## 2.3 Composition and membership

In order to ensure adequate scope and flexibility in responding to research opportunities, Vancouver Island University RSACI's should have a critical mass of faculty involved as members. Membership should be broadly based to encourage and ensure interdisciplinary participation across a variety of program disciplines. In addition to Vancouver Island University faculty, membership in the RSACI is specifically encouraged for Research Fellows, Postdoctoral Fellows, Adjunct Professors, Visiting Scholars and Associate Members drawn from faculty at other institutions and from industry. RSACI's should also engage students as opportunity and funding permits.

## 2.4 Strategic Development

RSACI's are linked to an area of strategic development as outlined in the University Strategic Research Plan, the Academic Plan or an emerging research area with reasonable potential to be a future area of strategic development.

## 2.5 Establishment and Approval

The establishment of a RSACI will be based on a proposal that provides details on the mandate, relevance, rationale, membership, governance, research plan, and resource/budget plan, as outlined in the Procedure 31.11.001.

The proposal must be approved by the VIU Board of Governors, on recommendation from Senate, on recommendation from the Provost. See [Procedure 31.11.001](#).

## 2.6 Governance and Administrative Reporting Structure

All RSACI's will operate with an internally appointed management committee and where applied research is a priority, with an externally appointed advisory committee. The management committee will include the Director (ex officio) and relevant members of the faculty. The management committee will meet on a quarterly basis. The advisory committee will include the

Director (ex officio), relevant members of the faculty, community partners and will be chaired by the Dean or their designate. The advisory committee shall meet at least once a year.

All RSACI's are accountable to the University Senate and are governed by institutional policies and procedures.

For administrative purposes, all RSACI's shall operate under and report to the Dean of the Director of the RSACI.

### 3. Reports and Reviews

All entities are required to provide an annual report to the Associate Vice President, Scholarship, Research and Creative Activity as outlined in the procedure.

Renewal reviews will be conducted every five years to ensure institutional accountability in accordance with the Procedure.

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