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University Research Administration Committee

The University Research Administration Committee (URAC) was created in October 2002. This senior-level institutional working committee acts as a bridge between central administration and the faculties in managing research administration on campus.

URAC is parallel to the University Research Policy Committee (URPC). URPC includes the associate deans (research) of all faculties and schools and advises the vice-president research on policy issues related to research.

Purpose

This Committee has the following responsibilities:

- to provide a forum for regularly identifying, discussing, and resolving research issues that affect specific business units, central administration, and Faculties (including cross-Faculty initiatives) by bringing together people who work with the details of the research enterprise
- to implement changes related to the policies and procedures of research administration on campus and to recommend policy and procedure changes to the URPC
- to enable two-way communication between the partners in research administration (Faculties, specific business units, and central service units)
- to establish and evaluate “best practice” for research administration on campus
- to be involved in the preparations for visits by various auditors (Tri-Council, Auditor General, etc.), and to follow up on the recommendations from these visits
- to provide advice and feedback to the Office of the Vice-President (Research) on research administration issues

Meetings

First Friday of every month or at chair's discretion.

Membership

URAC's membership is fluid, depending on the implementation stage of the long-range plan for research administration on campus. The committee is chaired by the senior administrative officer, Office of the Vice-President (Research), and its members may include representatives from the following groups:

- Research facilitators

- Staff from various groups in the Research Services Office (Finance, Agreements, Institutional Programs)
- Director, Research Services Office
- Director, Research Ethics Office
- Representative from Supply Management Services
- Representative from the Office of the Vice-President (Research)
- Representative from the Office of the Associate Vice-President (Human Resources)
- Representative from Financial Services