

CHLA/ABSC Special Committee on Research

Terms of Reference

Revised March 2022

This is a CHLA/ABSC Board Standing Committee. It acts in an advisory capacity to support CHLA/ABSC members' research and foster a culture of research engagement, and to promote the CHLA/ABSC's strategic research direction.

Membership

4 CHLA/ABSC members (nominated; must have research experience and ideally include hospital representation)
1 Research Interest Group Convenor

Term

Membership should rotate on a 3 year basis. To ensure continuity, a new member will be added annually in June for a term of three years. Members in their last year of the term will act as Chair of the committee.

Responsibilities

- Work with the Board to define research support required by members, and share this information with the Research Interest Group (RIG) so that they can plan approaches to meeting those needs
- Evaluate research grant applications, and make award recommendations to the CHLA/ABSC Board at least 1 week before a scheduled Board meeting
- Review the criteria for the review of abstracts for the annual CHLA/ABSC conference program every two years at a minimum
- Support the annual conference committee by acting as peer reviewers of the abstract submissions, as needed
- Liaise with the CHLA/ABSC Board, as required
- Submit a report for the Annual General Meeting (June) and interim reports to the Board (Feb, May) at least 1 week before scheduled Board meetings