

Strategic Research Committee (SRC) Terms of Reference

(as per GIWS Governance Manual)

1. Purpose:

- The Strategic Research Committee will support the Global Institute for Water Security (GIWS) in achieving its strategic pillars of research excellence and innovation, water leadership, and enhancing impact by providing strategic advice on emerging research themes, innovative team-based research ideas, and new research funding opportunities. The Committee will support GIWS in leading large and transdisciplinary proposals and host an Awards and Recognition Subcommittee established to increase the profile of GIWS members and celebrate their achievements.

2. Responsibilities

- Participate in setting GIWS research priorities.
- Provide recommendations on emerging research opportunities.
- Collaborate on team-based or institutional research proposal development and submission as related to individual expertise.
- Attend regular meetings of the Strategic Research Committee.
- Participate in sub-committees as appropriate, such as Water Fridays planning, GIWS award reviews, strategic planning etc.
- Represent GIWS at external research meetings as appropriate.
- Participate in GIWS events and workshops, subject to availability.

3. Membership

- The committee will consist of:
 - Up to eight (8) faculty members, including at least one member at each rank of Assistant Professor, Associate Professor, and Professor.
 - GIWS Executive Director
 - GIWS Associate Director(s)

- Post-doctoral Scholar or Research Associate representative
- Membership is determined through self-nomination or nomination by peers, followed by a review and invitation by the GIWS Executive. All nominees must be current GIWS members.
- Committee composition will be guided by diverse representation of disciplines and academic units, career stages, and relevant skills and knowledge bases.
- Members will serve a term of 3 years (with the possibility of renewal).
- The Committee Chair will be determined annually by the Committee at the first meeting of the academic year.

4. Meetings

- The SRC will meet on a quarterly basis, with additional meetings at the call of the Chair or for subcommittees.
- Meetings will be held in person with a virtual link for those who are traveling or not based in Saskatoon.
- Meeting minutes will be recorded and shared with all members to ensure transparency and follow-up on action items.

5. Decision-Making

- Decisions will be made by consensus whenever possible. If consensus cannot be reached, a majority vote will be used.
- A quorum for meetings will be 50% plus 1 of voting members (all members are voting).
- Members are required to act in the best interest of the Global Institute for Water Security as a whole and are not fulfilling departmental, college or school responsibilities. This means that a person voting on a particular matter should consider the Institute's standards, needs, and best interests and not their personal needs or the needs of their department or faculty.

6. Awards and Recognition Subcommittee

- **Purpose:** The Subcommittee was established to enhance the profile of GIWS members and recognize and celebrate their achievements.

- **Reporting:** The Subcommittee reports to the Strategic Research Committee (SRC) and plays a crucial role in enhancing the profile of GIWS members through internal awards and recognition programs.
- **Membership:** The Awards and Recognition Subcommittee will consist of up to 5 members, including the Chair. The Chair of the Awards and Recognition Subcommittee must be a member of the SRC and all others must be members of GIWS.
- **Responsibilities:**
 - Create and define various award categories that recognize the diverse achievements and contributions of GIWS members.
 - Establish a clear and transparent process for nominating GIWS members for internal and external awards. Solicit nominations and ensure all nominations are complete and submitted on time.
 - Review and evaluate nominations for internal awards based on predefined criteria to ensure fairness and objectivity. Select award recipients through a consensus or majority vote.
 - Plan and execute award ceremonies or recognition events to celebrate the achievements of award recipients. Coordinate with the communications team to promote these events and highlight the awardees.
 - Work with the communications team to publicize the achievements of award recipients through various channels, including newsletters, social media, and the GIWS website.
 - Keep detailed records of all nominations, awards, and recognitions given to GIWS members. Provide regular reports to the SRC on the activities and outcomes of the subcommittee.
 - Actively encourage GIWS members to participate in the nomination process and recognize their peers' achievements.
 - Offer feedback and recommendations to the SRC on ways to enhance the awards and recognition program.

7. Water Fridays Subcommittee



- **Purpose:** The Subcommittee was established to plan and execute the GIWS Water Fridays events, which serve as networking and professional development opportunities for the Water Signature area at USask.
- **Reporting:** The Subcommittee reports to the Strategic Research Committee (SRC) and plays a crucial role in enhancing the profile of GIWS and increasing partnerships with industry, not-for-profit and government.
- **Membership:** The Water Fridays Subcommittee will consist of at least 3 members, including the Chair. The Chair of the Water Fridays Subcommittee must be a member of the SRC and all others must be members of GIWS.
- **Responsibilities:**
 - Identify themes and speakers for at least eight (8) events during the academic year.
 - Work with the GIWS Secretariat to ensure room bookings, registration, and advertising are in place.
 - Meet with speakers in advance of the event to ensure an engaged and interactive agenda.
 - Ensure that a member of the subcommittee or another GIWS member is available to facilitate/moderate the event.
 - Offer feedback and recommendations to the SRC on ways to enhance Water Fridays.

8. Confidentiality

- Members are expected to maintain the confidentiality of sensitive information discussed during meetings and in their advisory role.

9. Review and Amendments

- The terms of reference will be reviewed annually and may be amended by the GIWS Executive to reflect changes in the Institute's needs and priorities.