

<b>Division:</b>	<b>Fellowship Engagement</b>	<b>Ref. No.</b>	<b>TOR-3091</b>
<b>Department:</b>	<b>Research and Academic Surgery</b>		
<b>Title:</b>	<b>Research and Academic Surgery Committee</b>		

## 1. PURPOSE AND SCOPE

This policy outlines the Terms of Reference for the Research and Academic Surgery Committee.

## 2. KEYWORDS

Research, Academic Surgery, Scholarship, Grant, Evaluation, Monitoring.

## 3. BODY OF POLICY

### 3.1. Background

The Committee was established to provide leadership and direction for the areas relating to Research and Evaluation, and Academic Surgery within the Research Audit and Academic Surgery Division.

### 3.2. Objectives

- 3.2.1. To advise the Professional Development and Standards Board (PDSB) with regard to research, evaluation and academic activities within RACS;
- 3.2.2. To be responsible to Council through the PDSB for developing, coordinating and monitoring the implementation of RACS Strategic Plan for Research, Evaluation and Academic Surgery;
- 3.2.3. To be responsible for the full range of issues relating to the development and implementation of research and evaluation, academic surgery and scholarship policies.

### 3.3. Duties and Responsibilities

- 3.3.1. To oversee all RACS research, evaluation and academic surgery activities.
- 3.3.2. To establish priorities for the Strategic Plan for research, evaluation and academic surgery.
- 3.3.3. To advise on budget priorities for research, evaluation and academic surgery activities, and to make recommendations to the Resources Committee on the budgetary implications of new research and evaluation initiatives and existing projects.
- 3.3.4. To approve and oversee implementation of relevant research, evaluation and academic surgery policies and consider and advise on research, evaluation and academic surgery policy issues brought forward by other Committees.
- 3.3.5. To ensure appropriate communication channels are in place for the provision of feedback with respect to research and academic surgery issues, and the promulgation of policy decisions.
- 3.3.6. To receive reports and other information from the Research and Evaluation (incorporating ASERNIP-S) Committee, the Academic Surgery Committee (and its subcommittees) and the Scholarship Evaluation & Monitoring Committee.
- 3.3.7. The Research and Academic Surgery Committee (RASC) will be responsible for approval of recommendations from the

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ANZ Scholarship and Grant Committee (ANZSGC), and to provide direction on the Scholarships program.

3.3.8. To identify risk and appropriately inform the Risk Management and Audit Committee.

3.3.9. The ANZSGC now reports directly to the Research and Academic Surgery Committee (RASC)

### 3.4. Powers

The Committee has such executive powers, supervisory functions and decision-making authority as delegated by Council and PDSB including approving appointments to the Academic Surgery Committee and Research and Evaluation (incorporating ASERNIP-S) Committee.

### 3.5. Composition and Voting Rights

3.5.1. Committee membership with full voting rights comprises:

- Chair, Research and Academic Surgery Committee (Councillor elected annually at the February Council meeting)
- Chair, Academic Surgery Committee
- Chair, Research and Evaluation (incorporating ASERNIP-S) Committee
- PDSB Chair or nominee
- Censor in Chief or nominee
- Vice President, RACS, or nominee
- Chair, Scholarships Evaluation and Monitoring Committee (SEMC)
- Chair, ANZ Scholarship and Grant Committee (ANZSGC)
- Editor ANZ Journal of Surgery (ex-officio)
- Deputy Treasurer

In attendance:

- Chief Executive Officer
- Executive Director Surgical Affairs (Australia)
- Executive Director Surgical Affairs (New Zealand)
- Surgical Director of Research and Evaluation
- Manager, Finance
- General Manager, Research, Audit and Academic Surgery
- Manager, Academic Surgery
- Coordinator or representative ANZ Scholarships and Grants Committee
- Manager RACS Research & Evaluation (incorporating ASERNIP-S)

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Other RACS staff shall attend Committee meetings as requested by the Chair of the Committee. The Chair may invite attendees from outside RACS from time to time.

3.5.2. Co-opted and invited attendance is at the discretion of the Committee Chair.

(Note: co-opted and invited attendance will be for a defined period determined by the Committee Chair and will not have voting rights)

### **3.6. Tenure and Method of Appointment**

Membership of the Committee is approved by the Professional Development and Standards Board and may be for three years with two further periods of three years to a maximum of nine years.

### **3.7. Meetings**

The Committee shall hold at least three meetings per year.

### **3.8. Quorum**

A quorum shall be a majority of the Membership of the Committee.

### **3.9. Accountability**

The Committee is accountable to PDSB for fulfilment of the duties and responsibilities outlined in the Terms of Reference and for the fulfilment of any other matters delegated to it.

### **3.10. Reporting Structure**

The Committee's proceedings will be recorded in minutes. Reports are provided to Council via PDSB.

## **4. ASSOCIATED DOCUMENTS**

No documents associated with this policy.

**Approver** PDSB  
**Authoriser** Council