

### **AFPC Research Committee**

#### **Purpose:**

To coordinate national initiatives related to research by faculties of pharmacy.

#### **Responsibilities:**

Committee members:

- Assist AFPC in developing its research, scholarship and postgraduate education agenda, including the scholarship of teaching and learning.
- Engage with external organizations such as CPhA, CSHP, CSPS, and others to create synergy in research.
- Oversee the work of the special interest groups (SIGs) or networks addressing topics that are mainly related to research.
- Identify new opportunities for SIGs to address challenges or topics of common interest that are mainly related to research.
- Improve the visibility of national research initiatives by supporting the creation and knowledge translation based on the work from SIGs or other sources.
- Support the CPERC program committee with abstract assessment and presentation adjudication.

#### **Membership and chair:**

The Chair of the Research Committee will be sought by the Council of Faculties' chair and be confirmed at the annual meeting of the Council of Faculties Voting Members. The Committee Chair will serve for a 2-year term that can be renewed by the Council of Faculties.

The Chair shall seek members from within the Council of Faculties or other AFPC non-voting members, aiming for a good representation of schools across the country and of relevant and complementary research domains. The committee shall consist of at least 5 members, including the Chair. Committee members will be appointed by the Council of Faculties Voting Members upon the recommendation of the committee chair. The committee nominates a co-chair to substitute the chair when required. Committee members serve for a 3-year term and are eligible to continue to serve at the request of the Awards Committee Chair.

The executive director is an ex-officio (non-voting) member of the committee.

#### **Voting:**

Committee decisions will normally be made by consensus. If a vote is required, the decision will be made by a simple majority. In the case of a tie, the Chair will cast the deciding vote.

### Reporting:

The Research Committee reports to the Council of Faculties in advance of the annual meeting. The report should contain a summary of its own activity, a summary of the research SIGs activities and any recommendations to be considered by the Council. It also details the review process of the presentations submitted for CPERC and the selection results. The Council of Faculties need to approve the report.

### Operating Budget:

Funds are provided to cover the cost of meeting conference calls. Additional funds for specific initiatives must be requested in advance through the annual operating budget process (Deadline of October of each year).

### Staff Liaison / Support Person:

Executive Director or Executive Assistant

*Revised March 11, 2025: AFPC Executive Director  
Approves by Council of Faculties, June 16, 2025  
Approved by Board of Directors, June 17, 2025*

### APPENDIX I: Research Committee Membership

Role	University	Name	Year start
Chair	Dalhousie	Natalie Kennie-Kaulbach	2025
Co-chair			
Member			
Member			
Member			
Member			