

International Network of Research Management Societies (INORMS)

Research Engagement and Impact Working Group Terms of Reference

Adopted: October 22, 2018

- 1. Name of Working Group:** Research Engagement and Impact Working Group (hereinafter referred to as the “Working Group”, colloquially referred to as “that international impact thing”)
- 2. Membership**
 - a) Membership will be comprised of research impact practitioners focused on creating and/or assessing broader impacts of academic research.
 - b) There will be two Co-Chairs who will be appointed for a term of two years and who will be nominated by Working Group members after each INORMS Conference
 - c) Sitting members will bring skills, experience and interest relevant to the Working Group.
 - d) The Working Group may also use other community leaders, stakeholders, and decision-makers who, while not sitting members of the Working Group, provide counsel and guidance to the Working Group's activities.
 - e) Membership of the core group will be limited to representatives of non-profit organisations. For-profit organisations will be accommodated in a ‘providers’ sub group with the chair of the providers sub group participating in the Working Group as ex officio.

3. Goals

The Working Group will be responsible for the following:

- a) Developing goals for the Working Group
- b) Securing additional Working Group members to reflect the geographic spread of INORMS
- c) Develop professional development content desired by INORMS members recognizing that different countries have different approaches to engagement and impact and are at different stages of development of engagement and impact practices
- d) Make professional development content accessible to INORMS members using INORMS platforms
- e) Be “ambassadors” of the professional development content in members’ regions via INORMS associations where available
- f) Convene a bi-annual meeting of the Working Group members and a professional development session(s) while at the INORMS conference
- g) Via the Co-Chairs, report to the Council at least once per year and more frequently as requested.

5. Governance

- a) The Working Group is a Working Group of the INORMS Council (hereinafter referred to as “the Council”) and is responsible to the Council.
- b) Within the Working Group, decision-making will be informal and made by consensus. When required key decisions will be made by majority viewpoint (50% + 1).
- c) Action minutes will be kept for all Working Group meetings, and retained for purposes of documenting key decisions, clarification, or assigning tasks.
- d) Meetings shall be convened regularly but no less than quarterly. Meetings will be held via teleconference or video conference.
- e) Participation in meetings/teleconferences may be delegated

6. Resources & Budget

The INORMS Council will inform the Working Group about budget and other resources (web site, professional development platform etc) to be made available to advance the work of the Working Group. The INORMS Council will entertain requests for additional resources.

7. Members for 2018-2020

David Phipps, Co-Chair, York University and Research Impact Canada, Canada
Julie Bayley, Co-Chair, University of Lincoln, United Kingdom
Susan Renoe, Univ. of Missouri and National Alliance for Broader Impacts, USA
Esther de Smet, Ghent University, Flanders
Faith Welch, University of Auckland, NZ
Ben Prasadam-Halls, Association of Commonwealth Universities (ACU)
John Anoku, University of Ghana
TBC: Representative from RMAN-Japan

8. Working Group Deliverables for 2018-2019

- a) Finalize goals and Terms of Reference
- b) Develop a workplan
- c) Identify professional development needs
- d) Develop professional development activities/resources to meet needs
- e) Be fabulous, impactastic and have fun