

**Glycomics Institute of Alberta (GIA)**  
**Management Committee – Terms of Reference**

**Purpose**

The Management Committee advises the Institute Director in the overall management of GIA.

**Roles and Responsibilities**

- Develop and guide the Strategic Plan. This plan will set priorities and goals and delineate actions required for successful achievement of goals.
- Approve Annual Program and fiscal plan.
- Improve collaborative research by fostering partnerships and identifying research gaps that require support.
- Identify fund-raising strategies and partnerships.
- Provide advice on issues brought forward by the membership.
- Promote GIA to the wider university and community.
- Develop a sustainability plan for GIA.

**Membership**

- Chair of the Training and Education Committee (ex officio)
- Dean of Science or representative
- Representatives from the membership across faculties; two must be trainees.
- Director (ex officio)
- Associate Director (ex officio)

Appointed faculty members and trainee members will have a term of 2 years and 1 year, respectively, with the option of membership term renewal. These will be non-paid, volunteer positions.

**Meetings**

The Management Committee will meet monthly for the first six months at which point this decision will be revisited. A standing meeting time will be decided upon. Members contribute in an advisory capacity. Final decisions will be made by the Institute Director.