

Cancer Research Institute of Northern Alberta (CRINA) Oversight Board - Terms of Reference

UAlberta Institute Policy

Each academic centre or institute will report to a Dean, except in exceptional circumstances and at the discretion of the Vice-President (Research & Innovation) when an academic centre or institute may report directly to a Vice-President (UAPPOL [Centres & Institutes Policy](#)).

Introduction

The Cancer Research Institute of Northern Alberta (CRINA) is a pan-university institute that brings together over 170 faculty members from eight faculties to promote collaboration and interdisciplinary research. CRINA researchers are investigating how and why cancer cells develop and spread, discovering new ways to diagnose cancer at earlier stages, developing more effective and personalized therapies, and finding ways to improve the quality of life of those living with cancer. CRINA works closely with various partners to promote, enhance, leverage and translate the excellent research being done in CRINA.

Purpose

The Oversight Board is constructed to allow key stakeholder input into CRINA's strategy.

Roles and Responsibilities

- Provide strategic advice and guidance to the CRINA Director;
- Provide fiscal oversight and recommend budget;
- Work with the Director to identify fund-raising opportunities;
- Foster research collaborations and partnerships across our academic and health care system
- Ensure there is alignment between the strategic plans and initiatives of the university, CRINA, and member faculties and departments;
- Advance the Institute through effective advocacy, intra- and extramurally as opportunities present themselves;
- Resolve disputes if they arise;

Membership (will include but is not limited to)

- Vice Deans Research (Basic and Clinical), Faculty of Medicine and Dentistry (FoMD), Chair or delegate
- Deputy Dean, FoMD
- CEO, Alberta Cancer Foundation
- Scientific Director, Cancer Research & Analytics, Cancer Care Alberta
- Leadership from another health research institute
- Current or past leadership from two Faculties outside of FoMD
- Chair, Department of Oncology
- Chair, Clinical Department
- Patient and Family Advisors
- Assistant Dean, Development, FoMD
- Director, Strategic Initiatives & Special Projects, FoMD (non-voting ex officio)
- Finance Partner, FoMD (non-voting ex officio)
- CRINA Director (non-voting ex officio)
- CRINA Director, Operations (non-voting ex officio)

The Chairs will appoint members after consultation with the Director, CRINA.
Members may send delegates.

Appointed members will have a term of 3 years, with the option of an additional term.

Meetings

The Oversight Board will meet at least once annually (preferably every 8 months).

Quorum is a majority of members (50% +1).

Decisions will be made on a majority basis.

The FoMD Dean's Office will provide administrative support to the board and the Institute will hold the official records of the board's deliberations.

Meetings will be convened by the Chair.