Research, Teaching & Learning Working Group
Terms of Reference

Working Group Role:
The Research, Teaching & Learning Working Group will support The President’s Advisory Committee on Environment & Sustainability (PACES) in executing Western’s Climate & Sustainability Strategy, focused in the following areas:

- Sustainability Research
- Student knowledge of Sustainability
- Course Content
- Continuing Studies
- Sustainable Labs

Working Group Co-Chairs:
An Associate Vice President (Research) and a Dean will act as Co-Chairs of the Research, Teaching and Learning Working Group. The co-chairs will serve 2 year terms on the working group, and then responsibilities will rotate to a different Dean and AVP (Research).

Working Group Co-Chair Responsibilities:
- Lead the Research, Teaching & Learning Working Group
- Ensure meeting minutes and action logs are complete and maintained
- Sit as a member of the PACES committee
- Facilitate reporting to PACES

Working Group Membership:
The Research, Teaching & Learning Working Group includes the following members:
- Associate Vice President (Research) – Kevin Shoemaker (Co-Chair)
- Dean, Faculty of Engineering – Ken Coley (Co-Chair)
- Undergraduate Student at Large
- Graduate Student at Large
- Post Doctoral Scholar
- Continuing Studies Representative
- Centre for Teaching and Learning Representative
- Communications & Public Affairs Representative
- Residence Life/Student Experience Representative
- Indigenous Representative
- Centre for Building Sustainable Value (Ivey Business School) Representative
- School of Graduate and Postdoctoral Studies Representative
- Faculty Representatives (2)

Ad-hoc Membership:
- External community members may be invited to participate on the committee as resources or invited guests on an ad-hoc basis, and will not be permanent members of the committee.

Additional Resources:
• Director, Sustainability

Membership Term:
• 1 year, renewable term for all student roles
• 2 year, renewable term for all faculty & staff roles

Working Group Responsibilities:
• Review existing programs and practices and identify areas for improvement that are aligned with the Climate & Sustainability Strategy
• Advocate and build momentum for sustainability initiatives
• Recommend relevant KPI’s that can be used to monitor progress
• Provide guidance for sustainability activities as required
• Report regularly to the President’s Advisory Committee on Environment & Sustainability

Frequency of Meetings:
Meetings will occur on a bi-monthly basis.

Reporting:
The committee will submit regular reports of its meetings to PACES.

Review Date:
28 Jan 2021