

## **College of Paramedics**

# **Terms of reference for the Research and Development Advisory Committee**

### **Purpose**

The Research and Development Advisory Committee (RDAC) has a strategic role in shaping research policy and activity on behalf of the College of Paramedics. It coordinates and supports the activities of researchers and action groups and promotes awareness of research.

### **Membership**

The membership comprises research experts from the higher educational sector and members of the College of Paramedics. The Committee should not exceed eight in number and its quorum is five which must include either the Chair or the Vice-Chair and a member of the Governing Council.

### **Terms of Reference**

1. Provide advice and guidance on strategic issues related to research for the Executive and the Governing Council of the College of Paramedics;
2. Establish strategic linkages and partnerships with other research groups and national committees;
3. Formulate and recommend annual workplans and research agendas including the identification of issues and topics for research activity;
4. Review and comment on evidence and research which may be relevant to the College of Paramedics;
5. Recruit individual researchers and action groups as a research resource for the College of Paramedics;
6. Provide advice and support to researchers and action groups including those which formulate position statements on behalf of the College of Paramedics;
7. Promote awareness of the value and need for research and evidence based practice within the paramedic profession
8. Maintain a voluntary research register of paramedic research within the UK to increase network potential for research active members
9. Provide support and advice to members when applying for research career development opportunities.
10. Coordinate an annual national research conference to platform research activities pertaining to the paramedic profession and the College of Paramedics

### **Meeting schedule**

The Committee will meet bi-monthly (every two months). Most meetings will be via video or teleconferencing but there will be at least one face-to-face meeting in each 12 months

Minutes will be taken by member of the College of Paramedics management team

**Circulated to Council via email and approved**

**May 2012**