

Committee on Engaging Research Involving Indigenous Groups Terms of Reference

Authority:

Established under the authority of the Vice-President (Research), the Committee on Engaging Research Involving Indigenous Groups serves as a decision-making body for the *Research Involving Indigenous Groups* policy.

Mandate:

1. When there are no appropriate Indigenous Groups (as outlined in the *Research Involving Indigenous Groups* policy section 3.2 -3.5) to provide Evidence of Community Engagement (CDP), the Committee on Engaging Research Involving Indigenous Groups decides on granting Evidence of Community Engagement (CDP). It refers Researchers to groups that can provide appropriate Evidence of Community Engagement (CDP) if applicable.
2. Makes decisions in cases of secondary use of data in Indigenous Research where avenues of or requirements for Evidence of Community Engagement (CDP) are unclear.
3. Creates and delivers documents, trainings, workshops, and other forms of support to Researchers, research staff, and communities on issues related to Indigenous Research as deemed appropriate and necessary.
4. Provides advice to the Associate Vice-President (Indigenous Research) on issues related to Indigenous Research.

Membership:

Members must identify as Indigenous, be claimed by Indigenous community/ies, and be experienced in academic research processes and Indigenous research ethics. This membership criteria is designed to be inclusive of status and non-status First Nations, registered and unregistered Métis, and those who are and are not beneficiaries of their Inuit Land Claims Organization, no matter their gender, sexuality, experiences, or gifts, and respecting the variety of ways an Indigenous community might be identified.

Members will exhibit Indigenous ways of thinking, doing, and knowing, and have ties to Indigenous community/ies.

Prospective members may be asked to demonstrate their connections to Indigenous community. This could include a copy of a registration, a letter of support from a governance organization (e.g., Band office), a letter of nomination from an Indigenous community organization, group, or leader, and/or other relevant evidence of connection.

Members may be from within or outside of Memorial University, and may be Elders, Traditional Knowledge Holders, faculty, community members, and other experts in Indigenous Research ethics.

Members are appointed by a committee consisting of three members of the President's Advisory Committee on Aboriginal Affairs and the Associate Vice-President (Indigenous Research) or delegate, in consultation with Indigenous communities.

The term of office is normally two years.

There is no maximum number of terms a member may serve.

There is no maximum size of the group.

The names of members will be published online.

While members must be Indigenous, they do not represent their Indigenous nations, governments, or other official or representative positions.

Members may also serve on PAIRR, ICEHR, HREA, and other ethics, review, or advisory groups.

Operations:

- Support is provided by a staff person in the Office of the Vice President (Research). Inquiries and applications are channeled through this staff person who is custodian of records related to the Committee's work, including but not limited to submissions and Committee decisions.
- Applications are matched to members with aligned expertise as they are received.
- Any and all conflicts of interest must be disclosed where they occur.
- Review is provided by two members of the Committee on Engaging Research Involving Indigenous Groups, who will remain anonymous to applicant(s). Members may solicit advice from other members and outside counsel if desired, as long as identifying information of applicants is kept confidential. Review is to be impartial.
- Normally, applications are reviewed within one month of receipt.
- The reviewers may accept, accept with revisions, or decline applications and may work with an applicant on several rounds of revisions.
- If both reviewers agree that these requirements are met or exceeded, they may provide Evidence of Community Engagement (Concept Development Phase) in writing.
- Applicants may reapply after being declined.
- Members, in consultation with the Associate Vice-President (Indigenous Research), may refuse to review revisions of proposals from the same applicant(s) if they continue to fail to meet parameters of review.
- Appeals of decisions are reviewed by the Associate Vice-President (Indigenous Research) and two different members, who remain anonymous to applicant(s).

The Evidence of Community Engagement (CDP) provided by the Committee is not representational consent, but rather agreement that:

- No more appropriate Indigenous body, group or Research Review process is available to review the application.
- The *Research Involving Indigenous Groups* policy is met or exceeded.
- Best practices and principles in ethical conduct of Indigenous research are met or exceeded.
- TCPS2 Chapter 9 guidelines are met or exceeded.
- The UN Declaration of the Rights of Indigenous Peoples is met or exceeded.
- For secondary data, TCPS2 Chapter 5: Section D and Chapter 9: Article 9.20 and 9.22 are met or exceeded.

Approval date: August 24, 2020

Updated on: Jan. 29, 2026