

EXECUTIVE COMMITTEE

Statutes and regulations

Centre for Interdisciplinary Research on Montreal (CIRM)

Composition

The executive committee is composed of a director, deputy directors, and a coordinator. The director and coordinator both come from McGill University, whereas the deputy directors may be affiliated with other universities. The number of deputy directors may not surpass eight professors. The deputy directors usually, though not necessarily, assume the coordination of one of CIRM's five lines of research. In the composition of the executive committee, the director takes into account multi-disciplinary and multi-institutional representation, gender parity, and balance between early-career, mid-career, and senior researchers. A scientific coordinator assumes the role of coordinator.

Appointment of the director

The Dean of Arts at McGill University appoints the director.

Director's term of office and renewal

The director is appointed for two years. In agreement with the incumbent director, this appointment may be renewed as many times as the Dean chooses.

Appointment of Deputy Directors

The director chooses and appoints the deputy directors in consultation with the members of CIRM.

Term of office for Deputy Directors

The deputy directors' term of office is two years. The appoint may be renewed twice.

Appointment of the scientific coordinator and the term of office

The scientific coordinator is a permanent employee of the Faculty of Arts at McGill and is appointed by the Dean in consultation with the director of CIRM. The term of office is unspecified.

Tasks and Responsibilities of the executive committee

- **The director is tasked with:**
 - Directing both CIRM and the Quebec Studies Program (QSP).
 - Presiding over the executive committee.

- Attending CIRM's activities or arranging to be replaced by a deputy director
 - Overseeing the coordination of the various committees.
 - Ensuring that the courses given by QSP correspond to CIRM's research topics.
 - Developing budget forecasts and annual reports in collaboration with CIRM's coordinator,
 - Presiding over the annual assembly of members.
 - Overseeing the completion and filing of financial statements at the annual assembly of members.
- **The director, deputy directors, and coordinator are tasked with:**
 - Ensuring the fulfillment of CIRM's mandate.
 - Proposing an annual program of activities and seeing to its fulfillment.
 - Contributing to CIRM's newsfeed (Twitter, CIRM's website).
 - Serving as the evaluation committee for *le Prix de la recherche émergente* (the award for emerging research).
 - Overseeing the establishment of an evaluation committee for the best book on Montreal published in the course of the year, when the budget allows.
 - Overseeing the establishment of an awarding committee for doctoral grants and postdoctoral fellowships, when the budget allows.
 - Receiving and evaluating applications for professor/visiting scholar status.
 - Overseeing the distribution of grants to visiting scholars, when the budget allows.