

AILC-ICLA Short-Term Research Committees

1. Description

A short-term research committee addresses a research question that can be effectively treated in a 3-year period. If the progress of the work justifies it, a short-term research committee may be renewed for a further three years, and then (exceptionally) for a third and final three-year term. Once the nine-year limit has been reached, a short-term research committee must cease its work. It may however seek to be reconstituted as a standing research committee.

Typically, an application to form a short-term research committee will come from a group of 6 or more academics. It is expected that at least one third of this founding group will be early-career academics, and that the committee's plans will include provision for involving postgraduate students in its work. If you are considering applying to form a short-term research committee, and wish to draw more people into the project, you are welcome to place an announcement in the ICLA newsletter. A short-term research committee should have bylaws making clear how the Chair and any other officers are nominated or elected, and how ICLA members can apply to join.

The committee will need to submit an annual report on its activities to the ICLA Executive Council. If it wishes to seek renewal at the end of a three-year term, it must apply to Research Development Committee.

A short-term research committee may pursue its research through a variety of means, including physical workshops, conferences and seminars, sessions at the ICLA triennial convention, and online fora for discussion and collaboration. The committee should have strategies in place for enabling members who are not able to attend physical meetings to participate in its work. The committee should also have a plan for disseminating the results of its research as openly as possible to ICLA members and the wider academic community: this might include the use of a website and social media. The ICLA strongly encourages its research committees to embrace open-access publication, if possible.

To support its short-term research committees, the ICLA offers: publicity via its website and newsletter; the ability to reach the world-wide community of ICLA members; bespoke sessions at its triennial conventions; advice from Research Development Committee and the Executive Council when required; the prestige of association with the ICLA.

2. Criteria for assessing an application to form a short-term research committee

- I. Does the application define a research question that can be effectively treated in a 3-year period? Is the question sufficiently important to justify the formation of an ICLA short-term research committee?
- II. Is the composition of the research team appropriate? Are at least one third of its members early-career academics? Is there provision for involving postgraduate students in the committee's work?
- III. Is there a convincing plan of research, including projected outcomes and timeline?

- IV. Are there satisfactory bylaws for the committee, including processes for nominating or electing the Chair and any other officers, and for members of the ICLA to join?
- V. Are there strategies in place for enabling members to participate in the work of the committee if they are unable to travel to physical meetings?
- VI. Is there a plan for disseminating the results of the committee's research as openly as possible to ICLA members and the wider academic community, including open-access publication where appropriate?

3. Criteria for assessing triennial renewal of a short-term research committee

- I. Has the committee completed an adequate programme of work during its expiring three-year term, including satisfactory outcomes?
- II. Are the proposals for the requested new three-year term convincing, including projected outcomes and timeline?
- III. Are there satisfactory bylaws for the committee, including processes for nominating or electing the Chair and any other officers, and for members of the ICLA to join the committee?
- IV. Are there strategies in place for enabling members to participate in the work of the committee if they are unable to travel to physical meetings?
- V. Is there a plan for disseminating the results of the committee's research as openly as possible to ICLA members and the wider academic community, including open-access publication where appropriate?