



Scientific Advisory Board

Terms of reference

1. Aim and duties

The aim of the Scientific Advisory Board (SAB) is to support the vision of CORS by providing advice to the management of CORS on major research projects, education, symposia or workshops, networking activities, and other projects.

The SAB should also provide a common operational framework for the Partners, encourage scientific discussions at e.g. seminars, journal clubs etc. and facilitate the coordination and alignment of projects of common interest that could be part of the CORS portfolio.

SAB members may also join ad hoc working groups in order to contribute to the more detailed planning and conduct of activities. Such ad hoc groups may include relevant external and possibly international collaborators as needed.

2. Appointment of members

SAB members should represent relevant stakeholders. All CORS partners are invited to appoint one member to the SAB. The professor at CORS, the honorary industrial ambassador of regulatory science at the University of Copenhagen, and the adjunct professors in Regulatory Science at the School of Pharmaceutical Sciences are all permanent members.

The professor at CORS will be the chair of the SAB.

The duration of the term served by the SAB members will be decided by the CORS partners that they are representing.

3. Meetings

The SAB will meet approximately four times a year. Meetings will be scheduled six months in advance. The scientific and administrative personnel of CORS will participate in the meetings.

The chair of the SAB will prepare the agenda for the meeting. The agenda will be sent to the members no later than seven days prior to the scheduled meeting.

The SAB will meet once a year with the CORS Steering Committee.

Minutes of the meeting will be drafted by the administrative personnel at CORS and sent to the SAB-members for approval. The approved minutes will be made publicly available on the CORS website, excluding matters and information which are subject to confidentiality agreements.

4. Approval

These Terms of Reference must be approved by the CORS Steering Committee.
Re-approval must be made once yearly.

These Terms of Reference have been approved by the Steering Committee dd 15 February 2017.

21/2-2017

Date

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