



National Cybersecurity Consortium Scientific Operational & Advisory Committee

Terms of Reference

March 2023



Mandate

The mandate of the Scientific Operational & Advisory Committee (SOAC) is to support the Scientific Director of the National Cybersecurity Consortium (NCC) in advancing the scientific goals and objectives of the Consortium.

Responsibilities

The Committee has advisory and support responsibilities as follows:

1. Assist the Scientific Director and the senior leadership team of the NCC in identifying strategic scientific imperatives that are critical for the NCC in realizing its vision and achieving its mission and objectives.
2. Review, identify, and recommend ways and means for the NCC to deal with scientific strategic objectives for cybersecurity initiatives in Canada.
3. Identify potential funding sources for commercialization, training, research & development, and industry collaboration.
4. Support the Scientific Director in promoting strong linkages between the NCC and government, public institutions, the security intelligence and law enforcement community, and the private sector.
5. Act as ambassadors of the NCC.
6. Play an active role in the NCC's outreach activities, including the annual conference, awareness workshops, ecosystem engagement, webinars, etc.
7. Support the Scientific Director in identifying themes for focussed calls-for-proposals or other activities.
8. Support the Scientific Director in developing criteria for choosing potential members for NCC's project selection committee.
9. Provide advice to the Board on hiring the Scientific Director.

Scientific Operational & Advisory Committee Structure

The Committee is limited to a maximum of 7 members.

All positions on the SOAC are for a three (3) years term, renewable with mutual agreement for one more term. To ensure continuity, the positions will have staggered terms, with two Committee members being replaced every year.

Members will be selected based on the type of knowledge and influence required to assist the NCC in meeting its objectives.



The composition will be as follows:

- NCC Scientific Director – Chair
- Three members from the founding Universities
- A renowned cybersecurity researcher from a Canadian postsecondary institution
- A cybersecurity expert from the private sector
- A cybersecurity expert from the government or the non-profit sector

Accountability

The Committee will ensure accountability in its work as follows:

1. Active Engagement

Members of the Committee will actively engage in meetings to build a culture of respect, collaboration, and trust.

2. Set objectives.

Committee objectives will be defined annually in alignment with the responsibilities outlined above.

3. Measuring results

An external, third-party review of the effectiveness of the Committee will be done every three years. This review will assess the contribution of the SOAC in supporting the NCC and with respect to their own objectives. The Scientific Director will commission the assessment. The review report will be available to all members of the Board and SOAC.

4. Transparency

Minutes, taken at all meetings, are archived and available to current and future committee members and employees of NCC.

Logistics

- Meetings are held virtually.
- The NCC is responsible for meeting logistics, including taking minutes.
- The Chair will prepare the agenda for each session in consultation with the members.
- The Committee meets four times yearly.
- Ad hoc conference calls can be held as required.