

## FELA Research Steering Group guidelines

### Origin

Following decisions at the General Assemblies in Hamburg and Copenhagen in 2019, the proposal for the FELA Research Group arose from a Strategy House discussion at the General Assembly held in Tallinn on 17 January 2020. It is part of the Programme of Work for 2021, and is intended to pursue FELA's aim, as stated in the Statutes, of "promoting and developing empirical and theoretical research in Europe on the learning and teaching of literacy".

It is envisaged that the Research Group will act in a coordinating and advisory manner.

The Executive Committee asked Greg Brooks to be the initial Chairperson.

### Aims

The aims of the FELA Research Steering Group shall be to

- Help conserve and develop FELA's existing research projects;
- Initiate and/or invite proposals for new research projects among member organisations;
- Ensure that future projects involve participants from at least three member organisations and
- Make recommendations to the GA when possible funding for projects is considered, subject to the existing guidelines noted below.

### Membership

The members of the Research Steering Group shall be the Chairperson and no fewer than five and no more than eight others at any one time, though non-members may be invited to participate informally.

At least two members at any one time shall be drawn from the wider FELA community and not from the Executive Committee.

Where appropriate to a research topic, experts may be consulted who do not belong to a FELA member organisation but are known to have relevant knowledge or expertise.

### Duties

The Group shall meet at least twice in each calendar year face-to-face or by electronic means.

Notes shall be kept of meetings and of consultations between meetings.

The Chairperson or other member of the Group chosen by the members shall report to the Executive Committee and General Assembly as required.

The Group may seek funding for FELA's projects from appropriate sources, and will monitor possibilities for FELA and/or member organisations to take part in European projects.

### Working practices

The Group shall define its own working practices, subject to oversight by the Executive Committee and General Assembly and to adherence to relevant ethical standards.

Approved by the General Assembly, Oct 30<sup>th</sup>, 2021