



**International
Science Council**

The global voice for science

ISC Regional Focal Point for Asia and the Pacific (RFP-AP)

ADVISORY COUNCIL

Terms of Reference

The International Science Council (ISC) is a non-governmental organization with a unique global membership that brings together 40 international scientific Unions and Associations and over 140 national and regional scientific organizations including Academies and Research Councils

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1. Purpose of the Terms of Reference

The Terms of Reference for the Advisory Council (“Council”) of the ISC Regional Focal Point for Asia and the Pacific¹ set out the background, role, composition, term, duties and working modalities of the Council.

2. Background

Being the global voice for science requires the International Science Council (ISC) to engage with its Members² and the wider scientific community throughout the world, having both regional resonance and global impact.

In June 2023 the ISC signed an agreement with the Australian Academy of Science (AAS) on the establishment, financing, administration, and management of an ISC Regional Focal Point for Asia and the Pacific (RFP-AP) for the period 2023–2028. In addition to financial support from ISC, the RFP-AP is supported by a grant from the Australian Government.

The RFP-AP operates under the leadership of a director. An Advisory Council will be appointed, which shall seek input and advice from ISC Members, partners or stakeholder communities in the region regarding regional priorities and programme advisory committees.

3. Composition and term

- 3.1. The Advisory Council shall be comprised of up to nine members. The Council’s composition shall reflect the region’s diversity, including disciplinary, gender, geographic and age diversity. It will be governed by Terms of Reference.
- 3.2. The Council shall be co-chaired by two individuals appointed by the ISC Board and the AAS council respectively.
- 3.3. Four members will be selected by the co-chairs from Member nominations to represent South, East, Southeast and Oceania respectively, and any remaining members will be selected based on a skills matrix that is focused on strategy rather than discipline.
- 3.4. The Director of the RFP-AP will act as Council Secretary and is a member of the Council.
- 3.5. Excepting the Chairs and the RFP Director, who are appointed, the members of the Council will serve staggered three-year terms.
- 3.6. The Council will meet at least twice per year.

¹ The RFP AP will encompass current and future members from South Asia (Bangladesh, Bhutan, India, Nepal, Sri Lanka, Pakistan, Maldives), East Asia (China, Japan, Mongolia, Democratic People’s Republic of Korea, Republic of Korea), Southeast Asia (Brunei, Cambodia, Indonesia, Myanmar, Laos, Vietnam, Malaysia, Papua New Guinea, Philippines, Singapore, Thailand, Timor-Lest) and the Oceania region (Pacific Island Nations, New Zealand, Australia).

² “Members”, capitalized, refers to Members of the International Science Council:
<https://council.science/members/online-directory/>



4. Priority duties

- 4.1. The four sub-regional representatives will support the Director in their engagement with sub-regional members.
- 4.2. The Council will agree on objectives and targets against which impact of the RFP-AP can be measured.
- 4.3. The Council will support the Director in their work towards:
 - i. Promoting the ISC's vision, mission and core values as outlined in current and future [High-level Strategic Plan](#)
 - ii. Articulating regional priorities
 - iii. Mobilizing active and continuous regional scientific engagement and engagement with the ISC by:
 - Supporting the ISC RFP-AP Secretariat in organizing and coordinating the involvement of ISC Members in the region in the development of global science strategies, including ISC strategy, to ensure regional priorities are heard and considered.
 - Supporting the ISC RFP-AP Secretariat to mobilize the participation of ISC Members in the region in global programs and activities.
 - iv. Widening the ISC community by:
 - Assisting the ISC to increase its membership base and member capability in the region.
 - Ensuring strong representation and participation of regional scientists, experts and/or scientific institutions in ISC (and other) activities.
 - Increasing the ISC's network of partners in the region.
 - v. Amplifying ISC representation, communications, and outreach at the regional level by:
 - Promoting the outcomes of the ISC's global activities amongst regional scientific and stakeholder communities.
 - Ensuring effective ISC representation in global and regional events and fora.

5. Additional duties

- 5.1. Members of the Council may chair advisory committees.
- 5.2. Contributing to the ISC strategic/action planning processes when requested.
- 5.3. Contributing to the planning and organization of regional and global events, including sessions of the ISC General Assembly.
- 5.4. Contributing to fundraising efforts and organizational development projects.



6. Working modalities

- 6.1. Council members are expected to dedicate on average four hours per month to the task. This includes the attendance of online meetings and the active engagement outside formal meetings in pursuing and implementing agreed actions and responsibilities.
- 6.2. The Council will conduct its work via online communications and will meet towards the end of the second quarter of each calendar year to discuss regional priorities for the coming year, approve half-yearly progress reports and any associated amendments to the annual plan and again towards the end of the last quarter of each calendar year to approve the coming annual work plan and the annual report from the Director.
- 6.3. Any authorized travel expenses incurred by a Council member in the course of their work will be covered by the ISC RFP-AP.