University Research Committee

**Establishment**

*When:* 1994; revised by Council at Meeting 2/05 on 21 March 2005 and Academic Board 2/05 on 30 March 2005; and Academic Board 1/09 on 4 March 2009; and Academic Board 3/12 on 2 May 2012; and Academic Board 3/15 on 6 May 2015; Academic Board 8/16 on 2 November 2016.

*By what authority:* Council

*For what period:* Indefinite

**Role/Terms of Reference**

*Nature:* The University Research Committee is established as an interactive forum for discussing, developing, implementing and disseminating positions on research and research education.

*Terms of Reference:*

**Recommends** to Academic Board:

- University research and research education policy and guidelines.

**Reports** to Academic Board on:

- Research management within Faculties.
- New research and research education strategic initiatives and developments.
- The management and commercialisation of intellectual property.

**Monitors:**

- The potential or known impacts of externally-driven research and research education policy and other developments.
- Matters pertaining to research integrity and compliance.

**Monitors and acts** as a steering group for facilitation of cross-faculty research initiatives.

**Receives** reports from, and communicates with, the research committees of the Faculties.

**Advises** the Deputy Vice-Chancellor and Vice-President (Research) on:
The development and implementation of University research and research education policy and practice.

Issues pertaining to research engagement and translation.

**Reporting line:**
To Academic Board

**Quorum:**
Half plus one of the membership

**Procedures prescribed/determined itself:**

*Business procedures:*
1. Determined by the University Research Committee.
2. Amendments to the constitution of the Committee are to be approved by Academic Board.

*Meeting Agendas:*
Prepared by the Executive Officer in liaison with the Convener, and distributed by the Executive Officer approximately 7 days prior to the meeting.

**Frequency of meetings:**
Normally 4-6 times per year, or as required.

**List of any sub-committees:**
Research Education and Development Committee
Graduate Scholarships Committee
Animal Ethics Committee
Human Research Ethics Committee
Institutional Biosafety Committee

**Membership**

**Any categories prescribed:**
1. Deputy Vice-Chancellor and Vice-President (Research) (Convener) (ex officio)
2. Pro Vice-Chancellor (Research Strategy) (ex officio)
3. Pro Vice-Chancellor (Research Operations) and Dean, Graduate Studies (ex officio)
4. Pro Vice-Chancellor (Entrepreneurship) (ex officio)
5. Director, Research Services (ex officio)
6. The Executive Deans of the Faculties (ex officio)
7. The Dean of Indigenous Research & Education
8. The Vice-Chancellor and President is an ex officio member of all Committees of the University.

**Term of Office:**
Ex officio members for the term of their office, and other members at the discretion of the Convenor.

**Proxies**
Proxies are permitted with the prior approval of the Convener.

**How is the Convener appointed?**
The Convener is the Deputy Vice-Chancellor and Vice-President (Research), serving in an ex officio capacity.

**Administration (Executive Officer)**
Office of the Deputy Vice-Chancellor and Vice-President (Research).
<table>
<thead>
<tr>
<th><strong>Attendance</strong></th>
<th>Others by invitation of the Deputy Vice-Chancellor and Vice-President (Research)</th>
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<tbody>
<tr>
<td><strong>Contact person and phone/email</strong></td>
<td>Ms Kerry Jaeger, Director, Office of the DVC&amp;VP(R), ext. 37568</td>
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<td><strong>RMO File Number</strong></td>
<td>2016/306</td>
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