

School Research & Innovation Committee

Terms of Reference

Purpose: To co-ordinate the delivery of the Research & Innovation strand of the academic strategy within the School, monitor the School's performance towards delivery of the R&I strategy with reference to the Academic KPIs and take any necessary decisions and actions required at School level in terms of delegated responsibility for research degree and research integrity matters.

Remit

1. To advise Research and Innovation Committee on the School's implementation of the Research & Innovation strategy and policy including research degree provision and CPD.
2. To plan, develop and review the School activity to deliver the University Research and Innovation Strategy.
3. To prepare for, monitor and report on progress towards the Research Excellence Framework and any future, similar research assessment exercises.
4. To disseminate best practice on research proposals within the School.
5. To monitor the levels of income generation from R&I activities within the School.
6. To monitor the School Resource Allocation Model with respect to R&I income streams.
7. To promote a vibrant research culture within the School.
8. To monitor and support the research development of both staff and students in the school.
9. To give ethical approval to research proposals and monitor the operation of the research ethics and governance framework at School level, promoting good practice in the conduct of research & innovation in the School, reporting annually to the Research Integrity Committee.
10. To ensure that effective School-wide support mechanisms are in place for researchers, research students and associated staff.
11. To monitor and ensure the satisfactory progress of research degree students within the School, reporting bi-annually to the Research Degrees Committee.
12. To oversee the interview and appointment process of research degree students ensuring university guidelines are followed.
13. To ensure the quality of research degree supervisory teams and research supervisor development is current and grow research degree supervision capacity.
14. To disseminate good practice in research degree supervision, examining and administration
15. To act on recommendations from the Research Degrees Committee regarding supervisory practice or processes.
16. To promote the public engagement of research undertaken in the school.

Quorum

One-third of the total membership (excluding co-options) which must include either the Convenor or a designated Vice-Convenor

Frequency of Meetings

As required to satisfy communication to University research related committees.

Reporting Line

Research & Innovation Committee

Minutes

Minutes and papers will be held electronically by the Clerk to the Committee.

Equality Issues

Those officers with responsibility for nominating or appointing members to the committee as prescribed by the constitution should, in doing so, have due regard to the desirability of achieving an equal balance of either gender within the committee's membership.

<p>17. To report routinely through Committee minutes and formally annually to Research & Innovation Committee on the fulfilment of its remit.</p> <p>Constitution Director of Research (Convenor) Vice-Convenor to be designated from the Committee membership Dean of School School Research Degrees Leader School Research Integrity Leader School Public Engagement Leader Member of support staff responsible for Research Degree administration A representative of RIO, nominated by the Dean of R&I Research Centre Directors (or equivalent) Two Postgraduate Research Students appointed by the Convenor Up to three additional academic staff members appointed by the Convenor</p> <p>In attendance: Clerk to the Committee</p> <p>Additional participants may be invited to attend meetings to provide input to specific business as determined by the Convenor.</p>	
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Notes

Approved by Academic Board 12 June 2015

Amended July 2019 – paragraph ‘Additional participants may... ..as determined by the Convenor.’ added.