

## Research Committee: Senate Governance Arrangements Update

### Summary

The purpose of this paper is to ask Senate to approve in principle the establishment of the Research Committee as a sub-committee of Senate.

Following Senate's consideration (and subsequent approval) of the proposed governance arrangements for Educational Quality, it was agreed that the governance arrangements for Research would be reviewed in the light of those proposals.

Following discussions with the VP (R&E) at AGC in September 2017 and February 2018, it is now proposed that the Research & Enterprise Committee should be split so that Research matters are considered separately from Enterprise matters, which currently fall outside of Senate's remit. If approved, this would see the establishment of a Research Committee reporting directly to Senate and an Enterprise Committee reporting to the Executive.

It is envisaged that there would be little change to the current terms of reference relating to research - and the draft terms of reference are attached for discussion. The Research & Enterprise Committee received an update on the proposals for the Research Committee at their November meeting and are due to further discuss the proposed terms of reference for the Research Committee at their meeting on 6<sup>th</sup> March 2018. Subject to feedback on the terms of reference from Senate and the Research & Enterprise Committee Senate is asked to approve in principle the establishment of the Research Committee.

It is proposed that Senate would receive a further update at their May meeting, along with proposed revisions to Regulation 4, which would formalise the terms of reference of the committee.

Two actions are required.

### Recommended action

Senate is asked to **discuss** the proposals and to **approve** the establishment of the Research Committee.

**Publication: Open**

# Draft Terms of Reference

## City Research Committee

### Purpose

The Research Committee is responsible to Senate and the City Executive Committee for all matters relating to the City Research Strategy

### Terms of Reference

1. To advise the Senate on the achievement of the City's strategic aims relating to research.
2. To advise the Vice-President (Research and Enterprise) and Senate, where appropriate, on the development and review of institutional policies and procedures in relation to research, and to monitor their implementation, making recommendations and reporting where required to Senate.
3. To consider external developments relating to research, and to advise the Senate on the appropriate response from City, including any necessary internal developments.
4. To keep under review the research and enterprise needs, plans and achievements of Schools and City's Interdisciplinary Centres, with particular regard to measurable aims, management processes and the organisation of research into appropriate groupings, with a view to maximising City's position in comparative assessments of research and enterprise.
5. To oversee the strategic development and operational management of City Research Online to ensure that it meets the needs of Schools and the University effectively, that policies and practices for open access to research publications and research data are developed accordingly and that appropriate resources are provided to realise benefits to City from the dissemination of research.
6. To advise the Vice-President (Research and Enterprise) on the following:
  1. Allocation of resources needed to support the development of research, including funding for institutional doctoral studentships and research fellowships and HEIF funding.
  2. Income generation by applying for research grants and contracts
  3. Meeting obligations under the Concordat for Research Integrity
  4. Support for Postgraduate Students
  5. Drafting, negotiating and accepting research and consultancy contracts
  6. Contributing to the REF
  7. To receive minutes and reports from the Senate Research Ethics Committee.
  8. To advise on any research matters referred to the committee by the Executive or Senate.

### Composition and Membership

Vice-President (Research & Enterprise (Chair)

Associate Deans for Research & Enterprise

Dean of City Graduate School

Chair of Senate Research Ethics Committee

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Director, Research & Enterprise

Head of International Relations

Director, Library Services

Up to eight other members of academic staff, appointed for three years renewable. At least two of these members should be Elected Senators. All five Schools should have representation.

#### **In Attendance**

Director of Planning and Strategy Unit or nominated representative

#### **Operational Details**

Reporting Line – Direct to Senate

Quorum – 30% rounded up to the next whole number of the total actual membership

Frequency of meetings – As required, at least once, and normally three times, a year

Decisions can be taken by correspondence and email provided 30% of members take part in the decision.

## **Enterprise Committee**

#### **Purpose**

The Enterprise Committee advises the Vice-President (Research & Enterprise) on the development and implementation of City's enterprise strategy.

#### **Terms of Reference**

1. To advise the Vice-President (Research and Enterprise) on the achievement of the City's strategic aims relating to enterprise.
2. To advise the Vice-President (Research and Enterprise) on the development and review of institutional policies and procedures in relation to enterprise and to monitor their implementation, making recommendations and reporting where required to Senate.
3. To consider external developments relating to enterprise and to advise the Vice-President (Research and Enterprise) on the appropriate response from City, including any necessary internal developments.
4. To advise the Vice-President (Research and Enterprise) on the allocation of resources needed to support the development of enterprise.

**Operational Details**

Reporting Line – Advisory to the Vice-President (Research & Enterprise)

Quorum – 30% rounded up to the next whole number of the total actual membership

Frequency of meetings – As required, at least once, and normally three times, a year

Decisions can be taken by correspondence and email provided 30% of members take part in the decision.