

## **Committee Terms of Reference: Research Committee**

Reports to: Senate.

Occurrence: 4 times a year

*Terms of reference last reviewed: August 2018; last revised: August 2018; and next due for review: July 2020*

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### Members:

- Pro Vice-Chancellor (Research, Knowledge Transfer and Innovation) (Chair)
- Director of Research Excellence and Impact (Alternate Chair)
- Faculty Associate Deans of Research, Knowledge Transfer and Innovation x3
- Head of Planning
- Head of the Graduate School
- Chair of University Research Ethics Panel
- Student Union representative

9 members.

Quorum: 5 members, one of which must be Faculty Associate Dean of Research

### In attendance:

- REF & Research Monitoring Manager
- Research Development Manager
- European & Business Development Manager
- Research Impact Officer

At the discretion of the Chair other University officers, as may be appropriate, shall be invited to attend meetings.

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### Remit:

The Research Committee undertakes a scrutiny and planning role and advises Senate on research matters including: Institutional and Faculty research strategies; preparation and review of the University's submission to REF; reporting of grant capture for external grants; reporting on use of internal research funds; staff development for research; the interface between research and teaching.

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### Terms of reference:

1. To consider and recommend for approval by the Senate:
  - a. Reviews and changes to the University's research management and governance processes and procedures.
  - b. Development plans of the University's research environment in line with local, national and international initiatives including researcher development and support.
  - c. The development and monitoring of the University's Research Strategy, including development and monitoring of KPIs
  - d. Guidance to Faculties on the organisation and management of research, including outlining minimum expectations on the roles and responsibilities of the Faculty Associate Deans for Research and Faculty Research Committees;
  - e. Endorsement of Faculty and Departmental Research Strategies
  - f. Reports from the Research Monitoring Group, detailing Faculty/ Department delivery of strategic research objectives.

2. To consider and have authority to approve on behalf of the Senate:
  - a. Development, authorisation, implementation and review of University policies relevant to the delivery of the University's research strategy.
  - b. University advice aimed at taking maximum advantage of funding opportunities and initiatives of external influences on the development of research, including HEFCW, Research Councils UK and European Union policies on the funding of research
  - c. Development of the institution's strategic approach to REF, and to review Faculties'/ Departments' REF preparations and readiness.
  - d. Development of interdisciplinary research centres.
  - e. Providing a strategic input into the operations of the Department of Research, Business and Innovation.
  - f. Advising Faculties/ Departments and the Centre for the Development of Staff and Academic Practice on appropriate induction, training and development activities for all staff with research responsibilities, at all career stages.
  - g. Advising the Development and Alumni Relations Office (DARO) on the research priorities for fund raising activities.
  
3. To receive reports for information and advise the Senate as appropriate on:
  - a. Research related KPIs included in the University Strategy
  - b. Strategies and mechanisms for promoting research activity, encouraging strong research grant applications, and facilitating multi- and inter-disciplinary research.
  - c. Development of the research aspects of the strategic alliance between AU and BU, and develop and advise on collaborations with other Welsh Universities and other national and international institutions.
  - d. Progress updates from the Aberystwyth Researcher Concordat Group who oversee the implementation of the Concordat to Support the Career Development of Researchers
  - e. The University's strategic approach for postgraduate research students.
  - f. Promoting and embedding equality and inclusion in all University research activities.
  - g. The interface between teaching and research, to ensure the prevalence of research led teaching

The Committee may establish time-limited Task & Finish Groups to undertake any of the above responsibilities on its behalf. The membership and reporting arrangements of such Task & Finish Groups shall be agreed by the Chair of Research Committee or appropriate Alternate Chair, according to business demands.

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### Operation

The committee shall agree and present to Senate a quarterly report outlining the key business undertaken by the Committee during the previous quarter, with a particular focus on the decisions taken by the Committee on behalf of Senate in accordance with the delegated authorities provided in these terms of reference.

The committee may consider matters referred to it by Council, the Senate, or the University Executive.

Where the committee agrees a recommendation to Council in relation to the Research Strategy, the recommendation shall first be presented to the Senate for comment before consideration by the Council.