University Research Committee

Terms of Reference

The University Research Committee (URC) oversees the research and research training goals of the University. It is central in the development of the University’s research strategy and for the maintenance of excellence in research and research training. The URC is a committee of the Academic Senate. 

The functions of the URC are to:

- Provide advice and recommendations to Academic Senate on strategic research planning including the development and implementation of the University’s Strategic Research Plan.
- Report to and advise Academic Senate on decisions, recommendations and matters of interest emanating from the URC in relation to its terms of reference.
- Provide high-level advice to the Deputy Vice-Chancellor (Research) on matters relating to research and research training in support of implementation of the Strategic Research Plan.
- Guide the development and implementation of the University’s strategic research priorities and objectives.
- Develop, monitor, review and endorse policies, procedures and guidelines relating to the University’s research activities, including research and research training.
- Provide leadership and advice on mechanisms to improve monitoring, benchmarking, funding and reporting of the University’s research performance.
- Monitor and provide advice on the University’s research infrastructure needs.
- Provide advice on the attraction of, and the environment provided for researchers from HDR students to Professor.
- Guide, monitor, review and endorse the activities of its subcommittees and working parties.
- Facilitate regular communication between the URC and the broader research community on issues relating to research and research training.
- Monitor, analyse and report to the University Quality and Standards Committee on the quality of the student experience, including:
  - the outcomes of student surveys relevant to research, including, but not limited to the Higher Degree by Research Candidate Survey and the Higher Degree by Research Supervisor Survey.
  - Matters related to student complaints.
- Monitor, review and develop strategies to maintain and improve the quality of research and research training.
- Ensure the compliance of research and research training activities with relevant legislation and codes of practice.

The URC is informed by several sub-committees, including:

- Higher Degree by Research Examinations Sub-Committee
- Research Integrity and Ethics Committee

The URC may establish additional standing sub-committees and working groups as well as short-term advisory groups as needed.

**Mode of Business**

- By attendance at scheduled meetings.
- Schedule to respect geography and campus distribution.
- Business may be conducted by electronic ballot when urgent matters require attention.

**Membership**

**Chair**
Deputy Vice-Chancellor (Research)

**Ex officio**
Chair, Academic Senate
Pro Vice-Chancellor (Researcher Development)
Pro Vice-Chancellor (Research Infrastructure)
Higher Degree by Research Candidate (nominated by the Postgraduate Council)

**Associate Deans of Research**
Four members

**Nominated by Academic Senate** *
Maximum of four members

**Appointed by the Chair**
Maximum of two members

**Research Fellow**
One member

**External Member**
One member

**Observers with Speaking Rights**
Executive Director – Research Operations
Associate Director – Researcher Development

* To be filled through an Expression of Interest process. Selection by the Chair of Academic Senate and Chair of URC based on ensuring a balanced skill set on the Board, representation of an early career researcher and reflection of Academic Senate’s objectives.

**Meeting principles**

- A minimum of five meetings are held each year.
- Videoconferencing facilities are used wherever possible to minimise travel requirements.
- In the absence of the Deputy Vice-Chancellor (Research) a Pro Vice-Chancellor will chair the meeting.
- The Office of the DVC(R) will arrange administrative support for the URC.