

RESEARCH AND KNOWLEDGE EXCHANGE COMMITTEE

Serviced by: *Research and Knowledge Exchange Support Officer*

Reports to: *Senate*

1. Terms of Reference

- 1.1 To be responsible for the development of research and knowledge exchange strategy providing regular monitoring reports and updates, including on relevant key performance indicators.
- 1.2 To be responsible for the implementation and evaluation of research and knowledge exchange related policies and procedures ensuring alignment with relevant regulatory frameworks.
- 1.3 To prepare and recommend to Senate responses to external assessment exercises and consultations related to research and knowledge exchange.
- 1.4 To receive post-graduate research student feedback, including external survey outcomes, and ensure that action plans are developed and progress monitored.
- 1.5 To debate, review and recommend approaches to improve the research and knowledge exchange culture, environment and performance within the University and make recommendations for action to the University's Senior Management Team and/or Senate.
- 1.6 To be responsible for ensuring effective governance is in place for research and knowledge exchange funding.
- 1.7 To receive from committees, panels and/or working group reports on specific aspects of research and knowledge exchange at the University and consider aspects that might need broader consideration and/or referral including:

- 1.7.1 To receive from the University Research Ethics Panel a report regarding ethical issues arising from research and confirmation of alignment with University ethical approval policies and procedures.
 - 1.7.2 To receive from the Research Degrees Scrutiny Panel a report regarding post-graduate research student policies and procedures, confirmation of status updates of post-graduate research students and any related issues that arise
 - 1.7.3 To receive from Research Degree Awarding Powers working groups updates on progress, action plans and any related matters requiring review or recommendation.
- 1.8 To ensure that the above duties are carried out with due regard to equality and diversity thereby avoiding discrimination.

2. Membership

The Committee reserves the right to co-opt members for fixed term periods as appropriate.

- Deputy Vice-Chancellor and Provost (Chair)
- Chair of the Research Ethics Panel
- Director of Doctoral College
- Head of Research and Knowledge Exchange
- One representative of the Library
- One Research & Knowledge Exchange Group Convenor*
- Associate Dean (Research and Innovation) per Academic School
- Two representatives of the University's academic community who are active researchers*
- Two representatives of the University's academic community who are actively involved in knowledge exchange*

- A postgraduate research student who has been elected by the postgraduate student body to be its representative for a period between one and three years
- In attendance: Research and Knowledge Exchange Support Officer (Secretary) to serve normally for a period of three years with possible extension where appropriate at the Research and Knowledge Exchange Committee's discretion

3. Frequency of Meetings and Conduct of Business

- 3.1 The Committee will normally meet three times in each academic session, reporting to Senate via its minutes.
- 3.2 The quorum for the meeting will be 50% of the membership.
- 3.3 In his or her absence, the Chair may nominate a member of the Committee, who is also a member of Senate to chair the meeting.

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	<p>Version 1.11 approved by Chair's Action, 21st August 2017.</p> <p>Version 1.12 approved by Chair's Action, 14th September 2018.</p> <p>Version 1.13 approved by Senate, 10th April 2019: committee re-named (formerly the Research Committee).</p> <p>Version 1.14 approved by Chair's Action, 2nd September 2019.</p> <p>Version 1.15 approved by Chair's Action, 23rd September 2020.</p> <p>Version 1.16 approved by Senate, 30th June 2021.</p> <p>Version 1.17 approved by Senate, 6th July 2022.</p> <p>Version 1.18 approved by Senate, 5th July 2023.</p> <p>Version 1.19 approved by Senate, 3rd July 2024.</p>
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