



Research Committee – Terms of Reference and Membership 2022-23

Purpose of Report	<p>For noting the 2022-23 terms of reference and membership as approved by the Academic Board.</p> <p>Please note that attendees to the Committee do not appear in the membership, but they include:</p> <ul style="list-style-type: none">- Elaine Walters, COO of SAS- Members of the Research Services Team- Christopher Cipkin (ChrisC) (Director of Library, Learning Support and Culture at Royal Holloway) (Representative of the Federal Libraries Group)
Recommendation/ Action required	
Relevant TORs	
Author and Position	Sandrine Alarcon-Symonds Research Policies & Business Intelligence Partner
Status of Paper	CONFIDENTIAL /NON-CONFIDENTIAL
Attachments (if applicable)	

Research Committee – Terms of Reference and Membership 2022-23

- 1 The purpose of the Research Committee of the University of London's Academic Board is as follows:

The Research Committee reports to the Academic Board. It meets four times per year. It receives reports on research and research-related activities from the Research Ethics Committee, the School of Advanced Study, the Senate House Library, the University of London Institute in Paris, the University of London Worldwide, and the Centres of Excellence.

- 2 The powers and duties of the Research Committee are as follows:
 1. to advise the Academic Board on the development of strategy, policy and procedures affecting research, research promotion and facilitation, and research-related engagement, including Public Engagement and Knowledge Exchange.
 2. to advise the Academic Board on quality assurance, regulatory and ethical issues, and on the sharing of good practice in research.
 3. to ensure that the University has appropriate procedures for addressing ethical, integrity and governance issues raised by the research of staff and students, and to provide an annual (publicly available) report on any formal investigations of research misconduct to comply with the Concordat to Support Research Integrity (<https://www.universitiesuk.ac.uk/topics/research-and-innovation/concordat-support-research-integrity>).
 4. to monitor the implementation and effectiveness of the University's strategy and policies on research, including its research grant and contract performance.
 5. to promote, support and monitor strategic links between the University and research funders, research users, and research partners.
 6. to consider the implications for the University of emerging national and international initiatives and develop appropriate responses.
 7. to identify and facilitate opportunities for cross-institution and cross-Federation research collaboration.
 8. to support and promote a world-class research culture at the University and embedding equality and diversity at the heart of all research activities.

Constitution and Membership of the Research Committee

- 3 The Constitution and Membership of the Research Committee is set out below in Table 2.
- 4 As Table 2 indicates, all *Ex Officio* Members of the Research Committee have been confirmed.
- 5 The Academic Board is invited to confirm the Members nominated in the following Constituencies, (Table 2 refers):

- (I) A representative of the University of London Worldwide: Elizabeth Burns
- (II) A member of academic staff that is an early career researcher: Joanne Bruton
- (III) A representative of a Member Institution: Marion Thane

6 The academic members have been selected to ensure that the Research Committee has diverse experience and specific expertise at its disposal. This expertise is aligned with the University’s academic strategy, ‘Connecting Worlds’, and with the expectations in relation to the Research Promotion and Facilitation function of the School of Advanced Study. For the current term, academic membership includes specific expertise in digital humanities, engagement, and has representation from an early career scholar.

Table 2: Constitution and Membership of the Research Committee

Constituency	Name	Period of office	Membership confirmed
Pro Vice-Chancellor (Research and Engagement) (Chair)	Jo Fox	<i>Ex Officio</i>	Confirmed
Librarian and Director of the Library Transformation Programme	Catriona Cannon	<i>Ex Officio</i>	Confirmed
Vice Dean, School of Advanced Study	Clare Lees	<i>Ex Officio</i>	Confirmed
Chair, Research Ethics Committee	David Cantor	<i>Ex Officio</i>	Confirmed
Head of Research & Research Partnerships	Andrew Fairweather-Tall	<i>Ex Officio</i>	Confirmed
Head of Engagement & Knowledge Exchange	Graeme Wise	<i>Ex Officio</i>	Confirmed
Research Policies & Business Intelligence Partner	Sandrine Alarçon Symonds	<i>Ex Officio</i>	Confirmed
Representative of University of London Worldwide	Elizabeth Burns	Two years	Confirmed
Three members of academic staff of the University, to include Chair in Digital Humanities, Chair in the Public Understanding of the Humanities, and an early career researcher.	Jane Winters	<i>Ex Officio</i>	Confirmed
	Sarah Churchwell	<i>Ex Officio</i>	Confirmed
	Eugene Brennan	Two years	Confirmed
Representative of a Member Institution	Marion Thain	Three years	Confirmed

Quorum of the Research Committee

7 The quorum for the Research Committee was not articulated in the approved Terms of Reference, Constitution and Membership. It is therefore proposed that the quorum of the Research Committee is as follows:

“the quorum of the Research Committee shall be six members”