University Research Committee Terms of Reference

INTRODUCTION

The University Research Committee (URC) is a formally constituted committee of Academic Senate. The Committee is responsible, within the University’s governance framework, for providing leadership in academic governance through oversight and quality assurance of all matters related to research and research training, research integrity and risk.

The academic governance framework of the University is consistent with the Higher Education Standards Framework (Threshold Standards)

The URC will support the UOW Strategic Plan, in working toward a position in the top 1% of world universities, by building an outstanding research community that values emerging researchers and supports research-active staff to achieve the highest quality results and disseminate their benefits to user communities.

RESPONSIBILITIES

The URC shall:

- In accordance with the HESF (Threshold Standards), provide assurance and advice to Academic Senate and the Vice-Chancellor that:
  - research and research training activities are conducted in accordance with a research policy framework that is designed to achieve:
    - a. ethical conduct of research and responsible research practice;
    - b. clarification of ownership and management of intellectual property;
    - c. successful management of research partnerships;
    - d. clarification of requirements for publication and authorship, and
    - e. resolution of allegations of misconduct in research.
  - research is conducted, or overseen, by staff with qualifications, research experience and skills relevant to the type of research undertaken and their role.
  - a system for accurate and up-to-date recording of the research outputs of staff and research students is maintained.
  - research training is guided by and undertaken in accordance with the University’s approved policy framework and occurs in an environment of research/scholarly/creative activity with adequate resources and with competent continuing supervisory arrangements.
- Develop, monitor and review policies within the University’s research policy framework relating to the University’s research activities, including research and research training and internationalisation, and ensure their compliance with State and Commonwealth legislation, and other relevant codes and standards.
- Provide effective oversight, through monitoring, reviewing and endorsing the activities of its sub-committees.
- Guide the development of the University’s strategic research priorities and objectives and provide oversight of research performance within the framework of the University’s Strategic Planning process.
• Review guidelines for the, formation and/or continuation of University Research Institutes and Faculty Research Centres.
• Review and monitor the University’s Global Challenges Program and other mechanisms that encourage interdisciplinary research within the University.
• Provide leadership and advice on mechanisms to improve monitoring, benchmarking and reporting of the University’s research performance.
• Facilitate the effective exchange and dissemination of information concerning research and research training issues to the broader research community through robust communication processes.
• Inform and advise the Academic Senate and the Vice-Chancellor on research and research training matters as they arise.

The URC and its sub-committees complement and support the following roles and functions responsible for managing or running the various research activities of the University:

• The Deputy Vice Chancellor (Research and Innovation)
• The Dean of Research
• Research & Innovation Division (RAID)
• Faculty Research Committees
• University Research Institutes
• UOW Global Challenges

MEMBERSHIP

The URC shall consist of:
• The Deputy Vice-Chancellor (Research and Innovation) (DVC(R&I)) (Chair)
• The Dean of Research (Deputy Chair)
• The Associate Dean (Graduate Research)
• The Chair, Academic Senate (or delegate)
• The Chair, Thesis Examination Committee;
• All Associate Deans (Research)
• The Executive Directors of AIIM, Early Start, IHMRI and SMART (or delegate)
• The Global Challenges Program Director (or delegate)
• Up to six Research Leaders invited by the DVC(R&I)
• Up to three additional members, including an Early Career Researcher, invited by the DVC(R&I)
• UOW Dubai representative invited by the DVC(R&I)
• A Higher Degree Research (HDR) student representative (invited by the DVC(R&I))
• Director, Research Services Office
• CEO, iAccelerate
• Senior Manager, Innovation and Commercialisation
• Manager, Graduate Research School

The DVC(R&I) will appoint members to the URC for a term of two years and will consider disciplinary balance and spread, when inviting additional members.

Both genders are to be represented on the URC and all URC sub-committees, and if necessary additional members will be co-opted to meet this requirement.

Executive Secretary, Director, Research Services Office
Minutes Secretary, Assistant to the Director, Research Services Office
QUORUM
The Committee shall have a quorum which is equal to one half or, where one half is not a whole number, the whole number next higher to one half of the total number of members of the Committee.

MEETING FREQUENCY
The URC will meet up to four times per year.

UEC SUB-COMMITTEES
The following sub-committees support the URC:

- Resource and Allocations Committee
- Thesis Examination Committee
- Research Integrity Committee
- Research IT & Systems Committee
- Faculty Research Committees