

# Academic Senate - Research Advisory Committee - Membership and Terms of Reference

## Section 1 - Membership

(1) The Research Advisory Committee shall comprise:

- a. Deputy Vice-Chancellor (Research, Development and Industry) or nominee - Presiding Officer;
- b. Presiding Officer, Academic Senate;
- c. Director, Research;
- d. Faculty Sub-Dean or Associate Dean Research/Graduate Studies (one from each Faculty, nominated by the Executive Dean);
- e. two Research Centre Directors, nominated by and from the University Research Centres;
- f. one Professor who is an active researcher, nominated by Academic Senate;
- g. one early career researcher, nominated by Academic Senate; and
- h. one Higher Degree by Research student, nominated by the Student Senate.

(2) The members appointed by the Academic Senate and Research Centre Directors shall hold office for a two-year term.

(3) The Office of Governance and Corporate Affairs will provide secretarial support to the Committee.

### Audience and Debate

(4) The Manager, Policy and Coordination, Research Office shall have the right of audience and debate at meetings of the Research Advisory Committee.

## Section 2 - Meetings

(5) The Research Advisory Committee shall conduct four ordinary meetings each year.

(6) Members of the Research Advisory Committee who have a personal interest in a research matter being considered by the Committee shall declare that interest in accordance with the provisions of the conflict of interest clauses of the University's [Code of Conduct](#) for Staff.

## Section 3 - Terms of Reference

(7) The Research Advisory Committee shall be the principal advisory committee of the Academic Senate in relation to the University's research and research training profile and performance. The role of the Research Advisory Committee is to:

- a. enhance the University's research by providing advice to the Academic Senate;
- b. to provide advice to the Deputy Vice-Chancellor (Research, Development and Industry) on research and

research training matters;

- c. recommend to Academic Senate approval of all research higher degrees, including modifications or reviews of those degrees; and
- d. make recommendations to the Academic Senate on all matters of policy and regulation pertaining to research professional doctorate and higher degree research programs and research professional doctorate and higher degree research candidature (including admission, enrolment, credit and graduation).

(8) The Research Advisory Committee shall recommend to Academic Senate:

- a. for approval by Academic Senate, all relevant University research and research training-related policies;
- b. for advice by Academic Senate, the University Research Plan;
- c. for noting by Academic Senate and recommendation to the University Council, candidates to whom research professional doctorates and higher degrees by research be awarded
- d. for noting by Academic Senate, an annual report on the performance of the University with respect to research.

(9) The Research Advisory Committee provides advice to the Academic Senate in relation to:

- a. the annual progress of the University's research performance;
- b. the annual performance of the Research Centres and Faculties in research;
- c. other research-related functions as required.

## **Section 4 - Other Matters**

(10) Each Faculty shall appoint one or more persons with the role of Sub-Dean or Associate Dean with responsibility for Faculty portfolio(s) encompassing Research and Graduate Studies. These positions shall be responsible for advising the Research Advisory Committee, on behalf of the Faculty, on matters relating to research and research training. In order to provide such advice, some Faculties may choose to establish internal advisory mechanisms to the Faculty representatives for Research and Graduate Studies.

(11) The Research Advisory Committee may, subject to the approval of the Academic Senate, grant authorisation of some of its accountabilities to sub-committees. The Research Advisory Committee may establish working parties to advise it on particular matters without the need to obtain the approval of the Academic Senate.

(12) The Deputy Vice-Chancellor (Research, Development and Industry) shall have authority to determine, following consultation with the Faculties, matters affecting the candidature of higher degree research and research professional doctorate students. This shall include: applications for admission, scholarships, leave of absence and extension of candidature; the appointment of supervisors and examiners; and action following the receipt of examiners' reports including recommendations to the University Council that an award be conferred.

## Status and Details

<b>Status</b>	Historic
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