

Committee Terms of Reference Research and Knowledge Exchange Committee

Purpose	To further the goals of: 1. building research excellence and a positive research culture 2. increasing collaborative research grant and contract income 3. developing and disseminating research impact 4. developing relationships with outside bodies and agencies, such as Research Councils, and other major research and impact stakeholders and partners in the public, private and third sectors. 5. ensuring the University has an outstanding and vibrant postgraduate research community.
Reports to	Academic Board
Sub-committees	University REF Steering Group School Research and Knowledge Exchange Committees Research Ethics Committee (annual report) Doctoral School Committee
Regular meetings per year	4
Quorum	8

Terms of Reference

The primary duties of the committee are as follows:

1. To develop research, knowledge exchange and innovation strategy and policy, having regard to best practice in the sector and with regard to the University's RH2030s Strategy.
2. To advise Academic Board on the development of research and knowledge exchange policy and strategy of key national and international agencies.
3. To monitor the implementation of policies concerning development of research.
4. To monitor progress against performance indicators relating to the RH2030s Research and Innovation Strategic Action Plan.
5. To set up a REF Steering Group and to monitor its activities in appropriately supporting the University's REF submission.
6. To monitor and oversee the University's KEF submission.
7. To respond to national & international research initiatives, in particular encouraging cross-discipline collaborations.
8. To promote research of high social, economic and cultural impact.
9. To support the University in its key external stakeholders relating to research and knowledge exchange, including business, industry, the government and funding agencies.
10. To consider and input on strategy and policy developments to support postgraduate researchers and the doctoral programmes.
11. To discuss and agree upon the strategic use of hypothecated block grant funding and HEIF and to receive reports on the expenditure of such funds as required by external bodies and as means to monitor progress of the RH2030s Strategic Action Plan.
12. To monitor University Research Institutes and Centre status and their annual progress.
13. To liaise with School Research and Knowledge Exchange Committees and to co-ordinate research matters where appropriate.
14. To receive an annual report from the Research Ethics Committee.
15. To ensure that reportable events are notified to the *Office for Students*.

Membership

Role	Constituency	Appointed by
Chair	Pro-Vice-Chancellor (Research and Innovation)	Ex officio
Secretary and Member	Director of Research and Innovation	Ex officio
Members	Associate Pro-Vice-Chancellor (Postgraduate Research) Research Ethics Lead Chair of ECR academy Vice Deans of Research and Knowledge Exchange nominated by: (Business and Management (Eng, Phy & Maths Sciences (Humanities (Law and Social Sciences (Life Sciences & Environment (Performing & Digital Arts Head of Strategic Grants Head of KE and Enterprise Head of Policy and Integrity Director of Library, Learning Support & Culture Head of Organisational Dev. & Diversity Finance Finance Doctoral School Manager Research Culture Development Manager	Ex officio Ex officio Ex officio Executive Dean Executive Dean Executive Dean Executive Dean Executive Dean Executive Dean Executive Dean Executive Dean Ex Officio Ex Officio Ex Officio Ex Officio Ex Officio Ex Officio Ex Officio Ex Officio
Other Members	SU Vice-President Education Postgraduate research student Postgraduate research student	Ex officio Students' Union Students' Union
Co-option	The Committee may also invite appropriately qualified professionals to meetings to act in an advisory capacity when necessary.	
Minutes*	Research Excellence Manager	Head of Policy & Integrity

* In attendance

Devolved Powers

Allocation of HEIF, QR Enhancing Research Culture Fund and in-year block grant funding in accordance with procedures approved by Academic Board devolved to Research and Knowledge Exchange Committee.

Circulation of Papers

The full set of committee papers will be circulated to members in advance of a meeting.

Arrangements for Publication of Minutes

Minutes of meetings of the R&KE Committee are circulated to R&KE Committee members with the papers for R&KE Committee meetings

Effectiveness review

3-yearly, to review business covered and consider its performance in achieving its purposes and the state of research and Knowledge Exchange within the University and income generated from research grants and QR from REF.