

Committee Terms of Reference: Research & Innovation Committee

Reports to: Senate

Occurrence: 4 times a year

Terms of reference last reviewed: November 2025

Members:	In attendance on invite basis:
Pro Vice-Chancellor (Research, Knowledge Transfer and Innovation) (Chair)	Head of Planning
Director of Research Excellence and Impact (Alternate Chair)	Deputy Director of Information Services and Head of Libraries
Assistant Faculty Pro Vice-Chancellor (Research) - Humanities	Representative from ITS
Assistant Faculty Pro Vice-Chancellor (Research) - Sciences	Representative from HR
Head / Deputy Head of Doctoral Academy	Head of Research Finance
Chair of University Research Ethics Panel	Head of Academic Operations
REF & Research Monitoring Manager	Space Planning Manager, Estates Facilities and Residences
Research Development Manager	ECR Network Representative
Research Culture Lead	Women in Research Network Representative
Theme Lead: Climate, Environment & Nature	PHD Student Representative (through Doc Academy)
Theme Lead: Advanced Technologies	
Theme Lead: Health, Aging & Wellbeing	
Theme Lead: Culture, Heritage & Communities	
At the discretion of the Chair representatives may be invited to attend meetings on members behalf.	At the discretion of the Chair other University officers, as may be appropriate, shall be invited to attend meetings.
Quorum: 4 members, including at least the Chair or Alternate Chair, and at least one Assistant Faculty Pro Vice-Chancellor (Research)	At the discretion of the Chair other University officers, as may be appropriate, shall be invited to attend meetings.

Purpose:

The purpose of the Research & Innovation Committee is to provide institutional level leadership in the development and implementation of the university's Research and Innovation strategy. To ensure that the University provides the environment, facilities and staff to deliver high quality research. To promote a vibrant research and innovation culture across all faculties and ensure the University delivers good practice in research that meets funder standards and governance.

The R&I Committee will advise Senate on research matters, including Institutional and Faculty research strategies; preparation and review of the University's submission to REF; reporting of

grant capture for external grants and use of internal research funds and researcher development plans.

To develop (own/ update) a co-ordinated strategic approach for the delivery of high-quality research and innovation activity.

To endorse and support the implementation of the research and innovation plan within Faculties and to facilitate sharing of best practice.

To develop and oversee the implementation of a strategic plan to support the career development of researchers and research culture.

To review and recommend changes to the University's research related processes and procedures.

To implement and monitor progress against the University's Research and Innovation Plan, including periodic reviews of research and innovation performance across the University, and agree actions to deliver quality improvement.

To oversee the preparations for Research Excellence Framework exercises, including, the review and internal assessment of progress through the REF team and working groups.

To review the development of postgraduate research programmes, processes for the recruitment, admission, and progression of Doctoral Researchers, and monitor success rates.

To promote and embed equality and inclusion in all University research and innovation activities, working with the established EDI committees.

To evaluate and promote good practice in research and innovation, promoting research, engagement and impact successes.

To report on national consultations relating to the research and innovation.

To report on priorities for large capital equipment or infrastructure related to research and innovation.

To identify new areas of potential growth and opportunities, especially in multi-disciplinary activity and to build upon existing strengths in high quality research.

Operation:

The committee shall present to Senate a quarterly report outlining the key business undertaken by the Committee during the previous quarter, with a particular focus on the decisions taken by the Committee on behalf of Senate in accordance with the delegated authorities provided in these terms of reference. The committee may consider matters referred to it by Council, the Senate, or the University Executive.

Where the committee agrees, a recommendation to Council in relation to the Research Strategy, the recommendation shall first be presented to the Senate for comment before consideration by the Council.

Working Groups:

REF Working Group

Research Culture