RESEARCH COMMITTEE

(version approved on 20 November 2018)

Remit
To bring together all Directors of Research (DoRs), relevant support staff leads, the Assistant Vice-Principal (Collections and Digital Content) and the Vice-Principal (Research and Innovation) to formally inform, influence and facilitate the University-wide oversight and co-ordination of the University’s activities related to facilitating excellent research and a thriving research environment, providing a strong formal voice for the University’s research community at the University level.

The Committee considers issues that are both inward- and outward-facing relating to:

- strategy (i.e. overarching aims);
- policy (i.e. guiding principles for achieving these aims); and
- process (i.e. the practical activities we undertake to achieve these aims, which should be designed to embody the guiding principles)

In relation to research, including but not limited to: funding, publishing, impact, integrity, open research, interdisciplinary working, public engagement, knowledge exchange, commercialisation, reputation, equality/diversity/inclusion and other aspects of the research environment. For example:

- Inform, advance and monitor the University’s strategic research objectives;
- Ensure, by bringing together all DoRs, that research activities are effectively connected across the University to maximise opportunities to advance strategic objectives and impact in key areas, and that collaboration is fostered;
- Comment on the nature and use of research performance indicators;
- Ensure that issues relating to equality/diversity/inclusion are appropriately reflected in research strategy, policy and process;
- Facilitate a thriving research environment for all researchers, across the University as a whole and in each constituent part;
- Engender greater internal and external awareness of the full range of research conducted at St Andrews;
- Be informed of, and inform the institutional response to, key developments nationally and internationally which affect the University’s research activities;
- Inform the University’s engagement with relevant national and international bodies and their activities, and ensure appropriate representation on such bodies;
- Consider recommendations from committees that report into it; and
- Consider proposed new research-related policies and processes, and proposed revisions of existing policies, for recommendation to Academic Council.

Membership

- Committee members:
  - Vice-Principal (Research and Innovation) (Chair)
  - Assistant Vice-Principal (Collections and Digital Content)
  - Directors of Research x 21

- Other attendees:
  - Principal’s Office staff: Master, Vice-Principal (International Strategy and External Relations), Dean of Arts, Dean of Science, Director of the Graduate School
  - Unit staff: Director of Research and Innovation Services, Assistant Director Library Services (Digital Research), Head of Research Business Development and Contracts (RBDC), Head of Financial Advice and Support (FAS), Senior Research Policy and Integrity Manager (Secretariat), Equality and Diversity Officer
  - (additional staff as appropriate, depending on agenda items)
**Meeting frequency**
Twice a year for 2 hours each time, to take place fully between the hours of 10.00 and 16.00, such that each semester sees one round of informal lunches (i.e. the status quo), plus one formal Research Committee meeting.

**Relationship to other committees**
The Research Excellence Board (REB) functions as the committee that oversees operational-level issues relating to REF2021, and also has input into broad strategic issues relating to research. The Research Committee functions as the committee that oversees operational-level issues relating to research more broadly, reporting directly to Academic Council meetings in December and June, but can produce decisions/papers for referral to other University committees, such as Court and its assurance groups. A selection of University Committees and Units are invited to provide brief updates to the Research Committee, and may be invited by the Committee to present on and/or discuss their work.

**Relationship to informal DoR lunches**
Informal DoR lunches are maintained as fora for discussing items from past, or for future, committee meetings, plus AOB that would be best dealt with outside of the formal committee.

**Meeting format**
The meetings focus on substantive discussion to reach decisions on key relevant issues and approve proposals, framed using the three themes of strategy, policy and process. To avoid the meeting becoming simply an ‘information download’ to DoRs, brief high-level updates on recently completed, ongoing and upcoming activity by professional services Units are provided as an annexe to the meeting papers for DoRs to note, but are only discussed in the meeting at the request of DoRs. Suggestions of agenda items is sourced from DoRs (at the informal lunches and as and when) and from professional services staff (as and when).