

01.4

RESEARCH AND ENTERPRISE BOARD

RESEARCH & ENTERPRISE BOARD TERMS OF REFERENCE

The Research & Enterprise Board has responsibility for overseeing all aspects of Cardiff Metropolitan University's research and enterprise and research degree registrations. Reporting to Academic Board and as necessary referring issues of policy and strategy to Academic Board, it:

1. advises on and reports to Academic Board on matters relating to research, enterprise and research degree registration policy, strategy and activity;
2. develops for Academic Board approval a Cardiff Metropolitan University Policy and Strategy on Research & Enterprise and research degree registrations;
3. encourages and assists in facilitating research and enterprise activities and research degree registrations across the University, having regard to Cardiff Metropolitan University agreed priorities and strategic planning;
4. oversees and submits for authorisation to Academic Board, any application to an outside body put together for the purpose of recognition, accreditation or award by that body in regard to research degrees;
5. receives annual reports from the University's research and enterprise centres, and from Schools, relating to their research, enterprise and research degree registration activities;
6. provides a detailed report annually (and otherwise as requested) to Academic Board on research and enterprise activities across Cardiff Metropolitan University, including an annual summary of Research Degrees activities and statistics, and produces an annual plan of action points;
7. advises Academic Board on Cardiff Metropolitan University's Research Assessment Exercise submission (and any similar or related matters) and initiates measures to promote improvement in the outcome from such submission;
8. recommends to Academic Board the creation of new Research Centres within Cardiff Metropolitan University;
9. advises the Vice-Chancellor's Board on appropriate target setting and performance indicators, including numbers of research degree registrations, in regard to both new and existing Research Centres;
10. establishes and implements an entrepreneurship strategy on behalf of the University;
11. oversees all aspects of knowledge transfer activities on behalf of the University;
12. recommends to Academic Board the creation of new Enterprise Centres within the University;
13. advises VCB on appropriate target setting and performance indicators, including external income and profit, in regard to both new and existing Enterprise Centres;
14. further develops, as necessary, current schemes of Research Degrees quality assurance and ensures compliance with such systems;

15. receives reports from the Research Degrees Committee on its activities and endorses (or otherwise) changes proposed by RDC to Regulations, Policies and Procedures relating to the management of Research Degrees Programmes;
16. reports and takes appropriate action upon any issues referred to it by Academic Board.

Frequency of Meetings

At least five meetings per academic year.

Membership

PVC (Research) (Chair) 1

Deputy Vice-Chancellor (ex officio) 1

PVC (Enterprise) 1

School Directors of Research 6

School Directors of Enterprise 6

Higher Degree Research Student (approved by the Chair) 1

Chair of Research Degrees Committee 1

Head of Enterprise 1

Academic Staff Member elected by Academic Board* 1

Total 18

*Through an annotated email vote after a nominations process whereby nominations will be called, to be conducted by the nominated secretary of the board, who will send the nominations to the Secretary of Academic Board. Term of Office: 3 years with no three terms to be consecutive.

Vice-Chair

One member of the Board should be identified as Vice-Chair.

Co-option

Up to 3 co-opted members who shall be at the discretion of the Chair.

Substitutes

Where a member is unable to attend substitution shall be at the discretion of the Chair.

In Attendance

Assistant Registrar (Academic Services) or representative

Administrative Officer from Research & Enterprise Services

Director of Finance

Director of Strategy Development

Clerk to the Board

Observers

At the invitation of the Chair.

Quorum

Meetings shall be quorate if 50% or more members are present (excluding co-opted members)