1  **MEMBERSHIP**

The Committee will have the following membership:

- Head of School or designated person (Chair).
- A member of senior academic staff from each of the Departments within the School, excluding CISL, as appointed by the relevant Head of Department.
- One senior member of staff (academic or otherwise) from the Department of Engineering.
- One senior member of staff from CISL.
- The Head of School (if not Chair).
- Additional co-opted members as considered appropriate by the Committee.

The School Office will provide secretarial support.

A representative of the Research Office will attend meetings as appropriate.

2  **ROLE AND RESPONSIBILITIES**

**Strategic**

- Maintain an overview of the research activities within the School, noting opportunities and challenges. In doing this, the Committee will expect to take into consideration matters such as: research environment, output, forthcoming research funding initiatives, income and the individual support of researchers within the School.
- Develop, in conjunction with the University and the School's Departments, research strategies specific to the activities of the School. In doing this the Committee will expect to note new policies and practices developing elsewhere within the University.
- To note emerging themes and priorities in research, taking note of developments elsewhere in the University, and where possible provide support for these.
- To consider proposals of new ethical procedures from the School Ethics Committee on ethical issues.
- To oversee preparation for national research assessments, such as the “REF”, in relation to the Research of the School.

**Advisory**

- To review University policies and procedures relating to research (for example in terms of research assessment, research income and intellectual policy), and consider making recommendations through the Council of the School to the University.
- To assist in responses to the University on consultations relating to research.
- To provide advice to the School during the preparation of its annual planning submission to the University.
- To draw together best practice in the School and advise the Council of the School and its Departments. Exemplars of this activity might be;
  - the implementation of fEC within the School of Technology
  - the development and management of large projects
  - the support of individual researcher staff and students
  - the recording of published output
To provide some strategic and/or tactical direction in responding to Research Councils’ requests for input to consultation exercises (which can define future research funding priorities) and to help define the policy as to how such requests are met.

**Operational**
- To assess School level strategic research funding priorities.
- To receive reports from the School Research Ethics Committee.
- To facilitate the exchange of documents with other Schools to facilitate large scale interdisciplinary collaborations and possibly having an inter-committee/School meeting/event once a year.
- To oversee preparation for national research assessments, such as the “REF”, in relation to the Research of the School.

**3 ACCOUNTABILITIES**
- Accountable to the Council of the School of Technology
- Receives minutes from the School Ethics Committee

19 November 2015