

## RESEARCH COMMITTEE

### Terms of Reference – updated November 2018

The Research Committee is an Academic Committee of Council and reports directly to Council.

#### 1. Membership

Dean of Research (Chair)  
Associate Dean(s) of Research  
Director of Research, School of Business  
Director of Research, School of Creative Arts  
Director of Research, School of Education  
Director of Research, School of English  
Director of Research, School of Histories and Humanities  
Director of Research, School of Languages, Literatures & Cultural Studies  
Director of Research, School of Law  
Director of Research, School of Linguistic, Speech and Communication Sciences  
Director of Research, School of Psychology  
Director of Research, School of Social Sciences and Philosophy  
Director of Research, School of Social Work and Social Policy  
Director of Research, School of Religions, Peace Studies and Theology  
Director of Research, School of Biochemistry and Immunology  
Director of Research, School of Chemistry  
Director of Research, School of Computer Science and Statistics  
Director of Research, School of Engineering  
Director of Research, School of Genetics and Microbiology  
Director of Research, School of Mathematics  
Director of Research, School of Natural Sciences  
Director of Research, School of Physics  
Director of Research, School of Dental Science  
Director of Research, School of Medicine  
Director of Research, School of Nursing and Midwifery  
Director of Research, School of Pharmacy and Pharmaceutical Sciences  
Director, CRANN  
Director, Trinity Long Room Hub  
Director, TTMI  
Director, TCIN  
Director, TBSI  
Director (or Associate Director) of Trinity Research & Innovation  
Dean of Graduate Studies  
President, Graduate Students' Union

#### *In attendance:*

Research Development Manager, Trinity Research & Innovation  
Projects Accounting Manager, Financial Services Division  
Head of Academic Services & Operations, IT Services  
Librarian & College Archivist, The Library  
Research Strategy Officer, Office of the Dean of Research

*Others may be invited to be in attendance as appropriate by the Chair*

## **2. Functions**

The main functions of the Research Committee are:

- 2.1 To formulate policy on all research related matters that impact on the strategic objectives of the College.<sup>1</sup>
- 2.2 To consider and make recommendations on matters of policy relating to research, including matters referred to it by Council and other College committees.
- 2.3 To review and oversee the implementation of College's policy on research ethics.
- 2.4 To monitor the relevance and efficacy of established policy – addressing shortcomings and anomalies so as to facilitate high quality research activities within the College structures.
- 2.5 To oversee quality assurance and improvement measures in respect of research activity, including the efficacy of research quality measures.
- 2.6 To advise the Dean of Research in their role in reporting internally and externally on research and related matters.
- 2.7 To review Annual Reports relating to research matters and to make recommendations to Council.
- 2.8 To approve procedures for allocating research funds and monitor their implementation.
- 2.9 To establish Advisory Committees and Working Groups as required to develop and oversee policy in respect of research matters.

## **3. Meetings, Quorum and Sub-Committees**

- 3.1 The Research Committee shall meet once per term or more frequently if the business requiring its attention should so dictate.
- 3.2 The quorum for meetings shall be 50% of the membership plus one.
- 3.3 Other College Officers shall attend meetings by invitation for specific agenda items. The Committee may also invite any Officer of the College, or other person to attend any meeting(s) of the Committee, as it may from time to time consider desirable, to assist the Committee in the attainment of its objectives.
- 3.3 The draft Minutes of the Research Committee shall be circulated to the University Council as soon as possible for noting and/or discussion/decision as necessary.

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<sup>1</sup> Articulation of College's over-arching Research Strategy is the responsibility of the Dean of Research and the Faculty Deans, informed by School and Faculty Strategies and building on established and emergent strengths of the College. The Research Committee will operate with the understanding that the broad areas of Trinity's research strategy encompass the totality of the College's research activities, and facilitate all levels of investigation, down to the individual scholar. The Research Committee, in formulating policy, shall be cognisant that College policy must reflect best international practice and should support and facilitate all facets of research activity towards attainment of international excellence in the context of a holistic institution which pays equal and due regard to the individual scholar while cognisant of the importance of international differentiation, scale and achievement.

- 3.4 In order to aid its operation the Committee may, from time to time, arrange for subgroups to consider specialist issues and bring forward recommendations to the Research Committee. These subgroups will involve members of the College community with relevant expertise and experience.
- 3.5 Minutes of the Graduate Studies committee should be distributed to the Research Committee members, and vice-versa.
- 3.6 The Knowledge Transfer and Innovation Committee shall be an Advisory Committee of the Research Committee.
- 3.7 The Research Ethics Policy Group shall be a Sub-Committee of the Research Committee.

#### **4. Authority**

- 4.1 The Committee shall operate under delegated authority from the University Council.
- 4.2 Through the Committee membership, the Committee shall act as a channel of communication between the Council, the research community of College and the research administration, and shall report to Council with its considered recommendations pertaining to its remit as appropriate.
- 4.3 The Committee may investigate any matter falling within its terms of reference, calling on whatever resources and information it considers necessary to so do.
- 4.4 The Committee is authorised to seek any information it requires from any employee of College to enable it to discharge its responsibilities and shall have made available to it on a timely basis all information requested from any employee in a clear and well-organised manner.

#### **5. Performance Evaluation**

- 5.1 The Research Committee shall, at least once a year, review its own performance and its terms of reference and shall report its conclusions and recommend any changes it considers necessary to the University Council.