

**RESEARCH, ETHICS AND ENTERPRISE COMMITTEE**  
**TERMS OF REFERENCE**

**Responsibilities**

To have overall responsibility for research, ethics and enterprise to assure that policies and practices comply with the requirements of Academic Board and to provide rigour and robust reportage to Academic Board.

**Terms of Reference**

The Research Committee is a sub-committee of Academic Board and has the following responsibilities:

1. Provide research integrity by effective governance, monitoring and ethical practice.
2. Develop monitor and review Arden University's research strategy, including a plan for implementation and measurement of success.
3. Progress towards Research Concordat status by demonstrating the environment, culture and professional development meets with the expected norms.
4. Provide a formal annual review and report to Arden University's Academic Board and Senior Management & Planning Team.:
  - a) Progress towards achieving REF
  - b) Progress towards achieving RDAP
  - c) Staff achievements of research, scholarly activity and enterprise.
5. Establish a job family for academic research roles, including Professorial grades and Honorary appointments, including fixed term Visiting Fellows.
6. Develop a research and enterprise leadership team.
7. Monitor, advise and receive reports from Arden University's research groups and enterprise leads.
8. Oversee the doctoral programme and related research degrees; establish a Research Degrees Board; and monitor the external partnership to ensure regular reportage and accomplishment of outcomes.
9. Support research degree activity within Arden University (including the registration of academics for part-time research degrees).
10. Promote students as co-producers of research to develop high level sand employability skills to enhance graduate outcomes (e.g., data analysis, report writing).
11. Maintain an Open Access publications policy, including fair practice, for academics and students within Arden University.
12. Promote the profile and reputation of impactful research, scholarly and enterprise activity within the University and externally. Produce an Annual Research and Enterprise Report and

promote an annual staff conference, organised by CILT, to recognise and celebrate achievements.

13. Oversee academic enterprise for student enterprise to develop high-level and employability skills to enhance graduate outcomes and enterprise to encourage external funding for applied research (e.g., KTPs) and work-based training and development.
14. Develop a funding bid process within the University, and support staff funding applications.
15. Carry out Committee meetings four times per year to review progress and developments. Review staff research proposals and funding bids. This may be undertaken remotely by all members, and outside of the four scheduled meetings.
16. Report as required to the Academic Board developments and outcomes from Committee meetings.

### **Composition**

- Chair (appointed by the Deputy Vice Chancellor (Academic))
- Deputy Vice-Chancellor (Academic)
- Dean of Teaching and Learning
- Academic Dissertation Lead/Ethics Lead
- Head of Digital Education
- Head of School of Logistics, Supply Chain and Distribution
- Head of Berlin Campus
- Heads of Schools/School Research Leads
- Research Assistant
- Director of Library Service (co-opted)
- Head of Business Services (co-opted)
- Registrar
- Student representative
- External Member
- Secretary

### **Quorum**

At least 50% of members, to include the Chair and Academic Board Member.

**Last approved by Academic Board: September 2021**