

Research Infrastructure Committee – Terms of Reference

Background

1. The University Research Committee is established in accordance with section 48 of the *Academic Board Charter*.
2. In accordance with the University Research Committee *Charter* section 33, the Committee may establish one or more sub-committees or working parties to assist it in the carrying out of its functions.
3. Development and implementation of research infrastructure strategy is an important research function of the University.
4. These *Terms of Reference* set out the objective, scope, authority, membership, roles and responsibilities and other arrangements for a **Research Infrastructure Committee** (RIC).

Objective

5. The Research Infrastructure Committee (RIC) oversees development and implementation of the University's institutional-level research infrastructure strategies to support the University in fulfilling its national role and mission.
6. RIC will oversee the review and planning of current and future university research infrastructure capabilities and evaluate future strategic investment opportunities.
7. RIC will provide advice and make recommendations to the Deputy Vice-Chancellor (Research and Innovation) on all matters related to research infrastructure.

Definition of research infrastructure

8. *Research infrastructure* includes research facilities and platforms, service units, collections, field stations, laboratories and research data platforms.
9. *Research infrastructure* includes more than just physical assets, and extends to enabling infrastructure such as data streams, information and communication technologies, skilled staff who provide specialist research support services, and skilled technical staff who maintain and operate facilities and equipment.
10. The RIC may adopt a revised definition of research infrastructure and in doing so, update these *Terms of Reference*.

Membership

11. The committee comprises:
 - a. Academic Director, Research Infrastructure and Initiatives (Chair) [*ex officio*]
 - b. Associate Deans (Research) for all Colleges, or their nominees *
 - c. Up to six representatives of collaborative research infrastructure capabilities, appointed by the Deputy Vice-Chancellor (Research and Innovation)
 - d. Up to two further representatives of the Technical staff stream of the University, being engaged in the operations of collaborative research infrastructure capabilities, appointed by the Deputy Vice-Chancellor (Research and Innovation)
 - e. Representative of ITS
 - f. Representative of Library
 - g. Chair of Major Equipment Committee
12. Members are appointed for two year terms and are eligible for re-appointment.
13. An appointed member may resign from the Committee in writing to the Chair.

*Where a College has a dedicated committee for research infrastructure, it is expected that the Chair of that committee serve on the university-level RIC.

14. If an appointed member of the Committee is absent from 3 meetings of the Committee without the written approval of the Chair, or an appointed member ceases to be eligible for appointment, the Chair may declare the member's position vacant.
15. Whenever an opportunity arises for the Deputy Vice-Chancellor to appoint a new member to the Committee, they will have regard to the current diversity of the Committee with respect to gender balance, diversity, career stage and other relevant factors.
16. Subject matter experts may be invited to attend committee meetings as required

Roles and Responsibilities

17. Members of the Committee are expected to understand and observe the legal requirements of the *Australian National University Act 1991*, the *Public Governance, Performance and Accountability Act 2013* and University legislation and policy.
18. Any real or perceived conflicts of interest or commitment should be declared under the *Conflict of interest and commitment policy*.
19. Members will provide representation and advocacy for the University's interests and the interests of those areas they represent. This includes communicating meeting agendas or outcomes to relevant people in their area
20. Members will engage in good faith with discussions and with the subject matter before the Committee.

Key activities

21. Without limitation of the matters referred to or discussed by the Research Infrastructure Committee, the key activities are expected to include:
 - a. Discussion of the contribution and alignment of research infrastructure to the achievement of the University's strategic plans (*ANU by 2025*) and national mission.
 - b. Oversight of development and implementation of the University's research infrastructure strategies and portfolio of research infrastructure;
 - c. Providing advice to the Deputy Vice-Chancellor (Research and Innovation) on future strategic research and research infrastructure investment priorities, funding opportunities and development pathways;
 - d. Providing advice to the Deputy Vice-Chancellor (Research and Innovation) on governance, management and business planning arrangements for the efficient and effective use of University resources;
 - e. Assess business cases for development or transformation of major research infrastructure capabilities or platforms;
 - f. Develop and review items for discussion by the University Research Committee or Academic Board as required; and
 - g. Any other matters related to research infrastructure.

Meeting arrangements and reporting

22. The RIC will meet a minimum of five times per year. Additional meetings may be agreed by the members from time to time for specific purposes.
23. Members unable to attend may nominate an alternate to attend in their place, subject to approval by the Chair.
24. RIC will be supported by the Research Infrastructure and Initiatives business unit.
rii@anu.edu.au is the primary contact point for Committee business.

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25. Meeting minutes will be reported to the University Research Committee. A record of meeting outcomes and minutes will also be posted to the RII intranet accessible to all ANU staff.
26. Committee members are the conduits to their respective areas and are critical to the successful dissemination of the discussions and outcomes of the committee (e.g. to college executives and research committees).