

## **Purpose**

The Research and Scholarship Committee is a standing committee of the College Academic Board. The principal function of the Committee is to provide leadership, and advice and reports to the Academic Board, and through the Chief Academic Officer to the Senior Executive Committee and the Board of Governors, on research and scholarship within the College.

## **Terms of Reference**

The Research and Scholarship Committee will support the Academic Board by:

- 1.1 Overseeing the implementation of the research and scholarship priorities of the Board of Governors and the Academic Board as set out in the annual Research and Scholarship Plan;
- 1.2 Providing leadership by promoting the development of a rich, vibrant and supportive scholarship and research environment;
- 1.3 Promoting the scholarship of teaching and learning and academic staff professional development to improve teaching and learning practice;
- 1.4 Promoting and supporting research within the Centre for Legal Innovation and the College that complies with the Principles in Research and Scholarship Policy;
- 1.5 Advising on the provision of an efficient, transparent and equitable process for the management of scholarship and research;
- 1.6 Coordinating activities to promote research and scholarship within the College;
- 1.7 Advising on research-related ethical matters as required;
- 1.8 Monitoring the provision of research ethics approval by the Research Ethics Committee;
- 1.9 Evaluating and advising on national and international trends in research and scholarly activities;
- 1.10 Benchmarking research and scholarship against other institutions;
- 1.11 Providing input into the development of the annual Research and Scholarship Plan and the annual Teaching and Learning Plan;
- 1.12 Providing reports to the Academic Board as required.

## **Membership**

The membership of the Research and Scholarship Committee comprises:

- 2.1 The Director, Research and Scholarship (ex officio) (Chair)
- 2.2 The Director, Centre for Legal Innovation (ex officio) who will act as Assistant Director, Research and Scholarship
- 2.3 The Chief Academic Officer (ex officio)
- 2.4 The Director, Academic Policy and Quality (ex officio)
- 2.5 The Director, Practitioner Education or nominee (ex officio)

2.6 The Research and Scholarship Co-ordinator (ex officio)

2.7 A Director of the PLT program nominated by the Chief Academic Officer

2.8 Three members of College academic staff nominated by the Chief Academic Officer.

2.9 The composition of the Committee should, as far as possible, include membership from across College programs.

In attendance:

- Administrative support
- Additional persons with relevant expertise may attend meetings in an advisory capacity at the invitation of the Chair.

### **Term**

3. Appointed Members of the Committee will have a term of two years, which may be renewed.

### **Quorum**

4. The quorum will be at least 5 members.

### **Meetings**

5. The Research and Scholarship Committee will meet at least four times per calendar year, and on other occasions if required.

### **Meeting Notes**

6.1 The Research and Scholarship Committee will record the key discussion points and outcomes of each meeting.

6.2 The Committee will provide confirmed meeting notes to the Academic Board.