**RESEARCH AND IMPACT EXECUTIVE COMMITTEE TERMS OF REFERENCE**

**Purpose**

1. The Research and Impact Executive Committee (RIEC) supports and advises the Deputy Vice Chancellor for Research and Impact on matters relating to the management and strategic direction of the university in relation to research and impact, including postgraduate research.
2. The Group is responsible for:
	1. developing and delivering the Research and Impact Strategy, one of the sovereign strategies in support of delivering Exeter’s institutional strategy, Strategy 2030.
	2. interfacing with relevant other executive committees to ensure coordination across the university’s other sovereign and enabling strategies, including, for example, the Strategy, Investment Committee (SIC); the Global Engagement Committee; the Business Engagement and Innovation Committee; and the Wellbeing, Inclusion and Culture Committee.
	3. Identifying items requiring consideration by the University Executive Board, Council (including Dual Assurance) and Senate for research and impact. The Committee reports into, and is governed through, the University Executive Board (UEB).

**Developing and delivering research and impact strategy and policy**

1. To oversee, develop and manage, proactively, research and impact strategies and policies, in conjunction with all academic and relevant professional services communities, and responding appropriately to new national policies.
2. To develop and monitor implementation plans in support of our research and impact strategy themes and to provide leadership with all associated activities. The current (*2020/21-2025/26*) themes are: (1) People and Ideas; (2) Partnership and Collaboration; and, (3) Structures, Infrastructure and Resources. This includes informing and shaping the development of flagship schemes, for example the Institutes and the Exeter Research Networks and the “Sustainable Research Model” programme.
3. To oversee, receive and discuss reports and recommendations regarding faculty-level research, innovation and impact strategy, policy, and activities from Faculty Research and Impact Strategy Groups and other groups as appropriate, including setting strategic directions for research culture, research and innovation grant ambitions, ensuring full economic costing, and strengthening research capacity and capability building.
4. To provide leadership in influencing national and international research and impact policy development, for example ensuring relevant external and internal intelligence is disseminated and acted upon, including to develop the institutional response for all relevant national consultations.
5. To advise, influence and assimilate associated strategies that have a bearing on research and impact activity, strategy or policy.

**Shaping strategy and policy to support researcher communities**

1. To oversee the Postgraduate Research (PGR) and Early Career Researcher (ECR) strategic plans as an integral component of the Research and Impact Strategy, supported by the leadership provided by the Dean of Postgraduate Research and the Doctoral College with regular reporting from the relevant management, engagement and recruitment groups.
2. To provide oversight and leadership of the University’s research culture strategy which includes, but is not restricted to, matters relating to staff development, bullying and harassment, leadership and open research.
3. To provide leadership and oversight of research ethics and integrity related strategy, policies and governance structures.

**Shaping strategy and policy to support activity and income generation**

1. To oversee, receive and discuss reports and recommendations regarding strategic funder engagement, funder horizon scanning and institutional capacity from Funder Advisory Networks via the Major Funder Strategy Group chaired by the DVC Research and Impact.
2. To manage and monitor the strategies and approaches to the distribution of strategic funds, for example Quality-Related funding, HEIF (in collaboration with BEIC) and other institutional research, impact and innovation awards.

**Shaping strategy and policy to ensure effective and ambitious research, innovation and impact operations**

1. To provide oversight and leadership via standing groups that relate to specific areas of activity such as communications, digital research infrastructure, facilities and wider research operations to ensure alignment with the institutional Research & Impact Strategy and the University’s 2030 Strategy. RIEC will receive regular reports from each group, and each standing group will be chaired by a member of RIEC.
2. To instigate task and finish groups to focus on specific areas of research and impact policy which will be chaired by a member of RIEC or a nominated delegate. And, in time, to receive and approve the recommendations of nominated task and finish groups or other groups and make proposals and recommendations to the UEB or other Committees where appropriate.

**Ensuring effective governance and performance monitoring and management**

1. To monitor the performance, delivery and budgets in relation to implementation plans for research-, impact- and innovation-related strategic activity, to include, but not restricted to, those outlined in the research and impact strategy and the strategic areas listed above, ensuring progress towards objectives, timely and appropriate delivery and value for money.
2. To oversee the approach to institutional research and impact planning and performance management. In addition to annual planning and monitoring, this includes managing, monitoring, planning and preparation throughout the full cycle process of the institutional return to national research and innovation assessment exercises (for example REF, etc.) This includes internal research and impact progress reviews establishing policies for internal and external reviews and evaluations of research and impact performance.
3. To monitor the performance and delivery of flagship research and impact strategy initiatives, including, but not limited to, the University Institutes, Exeter Research Networks and the Exeter Futures initiative.
4. To receive and review reports from relevant groups reporting to other executive committees on matters relating to research and impact.

**Portfolio prioritisation and delivery**

1. To review and prioritise the portfolio of institutional strategic and complex infrastructural projects relating to research. This might include physical or digital infrastructure projects or complex projects involving multiple departments and directorates. RIEC will have delegated authority to approve project budgets within the Portfolio as approved by Strategy, Investment Committee (SIC), delegating in turn to sub-committees/groups where appropriate such as the Research Capital Equipment Group or the Digital/IT Research Service Owner’s Board.
2. RIEC can approve project change requests and approve budget virements between projects providing the overall portfolio cost, benefits and dependencies (within and outside of the Research Portfolio) are not negatively impacted.
3. RIEC can approve budgets for projects outside the agreed portfolio below a threshold of £100K per annum, within the limitations of the Research and Impact Strategy budget.
4. Investments of greater value or of significant risk or complexity warranting a decision or prioritisation by SIC should be put forward for approval with recommendations from RIEC

**Dissemination of RIEC decisions, papers and minutes of meetings**

1. RIEC papers are distributed to RIEC members and nominated individuals and are available to members on a secure SharePoint area. Papers are classified to make clear to members which might be further cascaded. The minutes of RIEC meetings are available on the secure RIEC SharePoint area and distributed to RIEC members. There will be a reciprocal arrangement with members of BEIC to ensure vital information sharing.
2. A regular Services Report allows a number of the reporting structures to RIEC to provide updates and serves as a communications tool. RIEC members are encouraged to share the report widely.

# MEMBERSHIP

Deputy Vice Chancellor (Research and Impact) (Chair)

Director of Research Services and Doctoral College (Deputy Chair)

Dean of Postgraduate Research and of the Doctoral College

Associate Pro-Vice-Chancellor (Research and Impact) – Faculty of Environment, Science and Economy

Associate Pro-Vice-Chancellor (Research and Impact) – Faculty of Health and Life Sciences

Associate Pro-Vice-Chancellor (Research and Impact) – Faculty of Humanities and Social Sciences

Director of Research and Impact representative\* - Faculty of Environment, Science and Economy

Director of Research and Impact representative\* - Faculty of Health and Life Sciences

Director of Research and Impact representative\* - Faculty of Humanities and Social Sciences

Director of Innovation, Impact & Business

Deputy Registrar

University Librarian

Director of Technical Strategy and Services

\*Each faculty will nominate a DoRI to be a member of RIEC for a one-year period.

**Co-opted members (in attendance)**

Additional Faculty or Professional Services representatives may be co-opted on a specific basis, for example. as related to REF or research ethics. The Assistant Directors from the joint division of RS, IIB and DC, and any other colleagues will be in attendance, where required.

**Directors of Postgraduate Students (DoPGRs)**

Faculty DoPGRs will be invited to attend meetings with a focus on PGR business, which will be scheduled termly.

**Early Career Researcher (ECR) and Postgraduate Representation**

ECR representatives from Exeter and Cornwall, and Postgraduate Researcher (PGR) representatives from the Students Guild and the Students Union/FXU, will attend termly meetings at which Doctoral College business relevant to ECR and PGR will be scheduled.

**Attendance and deputies**

Attendance by all members is expected on a regular basis and nominated deputies should attend in circumstances where this is not possible. At the beginning of each academic year, the three Associate Pro-Vice-Chancellor (Research and Impact) will provide a nominated individual to act on their behalf in the event they are unable to make a specific meeting.

**Alignment with BEIC**

In recognition of some shared areas of responsibility, RIEC and BEIC will meet jointly at least once a year. To support the transition to new structures and committees from September 2022 to January 2023, the Assistant Pro-Vice-Chancellors (Business Engagement and Innovation) will be invited to attend.

**Meeting frequency and paper circulation**

RIEC meetings will be held every September, November, January, March, May and July with one additional meeting each February held jointly with BEIC. Where relevant, for information papers will be circulated in the interim months with members given the opportunity to indicate if the paper requires discussion.

RIEC papers are circulated to all RIEC members and additional nominated representatives which will include any formal deputies to the Assistant Pro-Vice-Chancellors (Research and Impact) and faculty Research Services/Doctoral College/IIB Business Partners.