

## STELLENBOSCH UNIVERSITY

### MANDATE OF THE RESEARCH AND INNOVATION COMMITTEE OF SENATE

Document reference	Not applicable
HEMIS classification	Not applicable
Purpose	To regulate the practices related to the work of the Research and Innovation Committee of Senate
Document type	Mandate
Accessibility	Internal
Implementation date	January 2025
Revision schedule	As the need arises
Previous revisions	2009
Regulation owner	Deputy Vice-Chancellor (Research, Innovation and PG Studies)
Approved by	Approved by Senate on November 2024

#### A. **Functions of the Research and Innovation Committee**

The functions of the Research and Innovation Committee entail the following:

##### 1. **General function:**

To advise Senate on issues pertaining to research and innovation, to finalize certain matters on behalf of Senate and to make a contribution to the furthering of research and innovation at the University and its impact at large.

##### 2. **Specific functions:**

a) Advising Senate on:

- i) research and innovation related policy issues; and
- ii) issues pertaining to the general oversight function of the committee.

b) Finalising matters on behalf of Senate concerning the general functioning of research and innovation at the University.

c) The advancement of research and innovation at the University:

- i) To ensure that research and innovation and its positive societal impact (as part of knowledge exchange) are acknowledged and emphasized as strategic priorities of the University, and that it is considered as such at all levels of policy and the execution thereof.
- ii) To ensure that opportunities and possibilities are created and maintained to develop research and innovation at the University.

- iii) To support the creation of an enabling environment where sufficient funds are generated and secured from internal and external sources to support the University's research and innovation activities, nationally as well as internationally.
  - iv) To contribute towards promoting the image of the University as a research-intensive institution and an important role-player in the area of research and innovation and/or to ensure that it is promoted as such.
- d) To establish fixed or *ad hoc* subcommittees to provide advice with regards to the execution of its functions (or to finalize certain matters) and to establish the functions and mandates of such subcommittees, or to delegate the execution of its functions to existing committee structures within Faculties/Schools. This may include institutional review committees (e.g. for book publication verifications for the purposes of DHET subsidy submissions, NRF rating, evaluations, quality assurance, etc.) as required.
- e) To manage the annual distribution of the Research Fund (RF) according to the *Guidelines for the Distribution and Management of Funds via the Research Fund (RF)*.

## **B. Composition of the Research and Innovation Committee**

### **The Research and Innovation Committee comprises of:**

- a) The Deputy Vice-Chancellor (DVC) responsible for Research, Innovation and Postgraduate Studies as Chairperson
- b) The Vice-Deans responsible for research (or equivalent roles), representing each Faculty
- c) Directors of SU's Type 3 Schools (or their delegated representatives)
- d) The Senior Director: Research and Innovation
- e) The Senior Director: Library and Information Services
- f) The Chief Director: Innovation and Commercialisation
- g) The Director of the Central Analytical Facilities (CAF)
- h) Three academic members elected by Senate, with due consideration to the fact that one person should be appointed from the broad social sciences and humanities, one from the Science/Agrisciences/Engineering and one from the Medicine and Health Sciences environments. The term for these elected members is two years.

- i) A member representing SU's Postdoctoral research fellows
- j) The chair of the Research and Innovation Committee has the right to co-opt members, in consultation with the Committee. This may include representatives from other PASS environments as required.

**C. Attendance of meetings by observers**

Members of the Research and Innovation Committee can co-opt members for specific periods of time or invite attendees to specific meetings (for full meetings or only for the discussion of certain agenda points), with the aim of adding expertise to the committee, or to develop the expertise of these persons.

**D. Role and function of members of the Research and Innovation Committee**

Members of the Research and Innovation Committee are expected to work together in a responsible manner to perform the general and specific tasks set before it by Senate. Notwithstanding the fact that the respective members of the Research and Innovation Committee are, in certain cases, appointed with consideration for their (a) membership of a particular Faculty/School, (b) their official designation, or (c) any combination of these factors, it is expected from members of the Research and Innovation Committee to perform their duties in such a way as to ensure that the general and specific functions, tasks and responsibilities of the Research and Innovation Committee will be performed in the interest of the University and its impact on society as a whole.

**E. Constitution and Reporting**

The RIC is constituted by Senate. It reports to Senate and resides under the responsibility of the Deputy Vice-Chancellor (Research, Innovation and PG Studies).

**F. Secretariat**

The secretariat for the committee is provided by the Division for Research Development (DRD).