

Research Committee – Work Plan – Standing Items

Topic	Responsible Officer/Area	Meeting Number					
		1 (Feb)	2 (April)	3 (June)	4 (July)	5 (Aug)	6 (Oct)
Key Academic Policies Under Review – List	Governance and Corporate Services – Policy Officer	✓					
Summary of Course Changes – Annual Report	Curriculum Information Management Services	✓					
Academic KPI's & KPMs –Annual Acquittal Report – Previous Year	Corporate Planning and Performance	✓					
Membership List	Secretary, Research Cttee	✓					
Confidentiality Provisions	Secretary, Research Cttee	✓					
Draft AUQA Portfolio Revised version to VCAC in early Feb - GSU to take item from VCAC Feb Mtg and modify for noting only.	Quality Enhancement		✓				
University Plan – Academic Component – Annual Review	Corporate Planning and Performance		✓				
University Plan – Academic Component - Approval	Corporate Planning and Performance				✓		
Faculty Academic Program Reports	Quality Enhancement				✓		
Invite members to attend AcB Mtg	Research Committee				✓		
Annual Course Performance Reports (Summary of key issues identified) – due QE April	Quality Enhancement				✓		
Academic KPI's & KPMs – current year Interim Acquittal Report These acquittals are considered in preparation for proposing targets at AcB last Mtg	Corporate Planning and Performance					✓	

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Meeting Dates – Meeting Pathways	University Secretary					✓	
Postgraduate Research Experience Questionnaire (PREQ) Report – 2010	Corporate Planning and Performance					✓	
THE JCU RESEARCH PLAN 2011-2013 - refreshed yearly – reviewed triennially to go to last meeting of year for Academic Board	Senior DVC					✓	
Research Scholarship – Procedures and Selection Criteria – for following year	Research Education Sub-Committee					✓	
<u>BIENNIAL</u>							
Elected Representatives to Committee	Newly elected members to be determined by 1 st meeting of even numbered years. Election to commence by October every odd numbered year						
Appoint 4 members to Research Education Sub-Committee – senior academics with active involvement in research training – one from each faculty.	Last meeting of every odd numbered year for March Research Education Sub-Committee meeting subsequent even numbered year						
Terms of Reference - Review	Review to be completed by end of every odd numbered year – report to last meeting of Academic Board						
Research Education Sub-Committee Terms of Reference - Review	Review to be completed by end of every odd numbered year – report to Research Committee prior to going to last meeting of Academic Board						