

**JAMES COOK UNIVERSITY**  
**RESEARCH COMMITTEE**  
**MEETINGS – AGENDA PREPARATION DEADLINES – 2025**

<b>SET AGENDA</b>	<b>MATERIALS TO SECRETARIAT</b>  <b>TUESDAY</b>	<b>AGENDA DISTRIBUTION</b>  <b>TUESDAY</b>	<b>MEETING DATE</b>  <b>1.00 PM TUESDAY</b>
<b>14 JANUARY</b>	<b>28 JANUARY</b>	<b>4 FEBRUARY</b>	<b>11 FEBRUARY</b>
<b>18 FEBRUARY</b>	<b>4 MARCH</b>	<b>11 MARCH</b>	<b>18 MARCH</b>
<b>15 APRIL</b>	<b>29 APRIL</b>	<b>6 MAY</b>	<b>13 MAY</b>
<b>27 MAY</b>	<b>10 JUNE</b>	<b>17 JUNE</b>	<b>24 JUNE</b>
<b>15 JULY</b>	<b>29 JULY</b>	<b>5 AUGUST</b>	<b>12 AUGUST</b>
<b>23 SEPTEMBER</b>	<b>7 OCTOBER</b>	<b>14 OCTOBER</b>	<b>21 OCTOBER</b>

**SET AGENDA EMAIL:**

- CHAIR, RESEARCH COMMITTEE [DEPUTY VICE CHANCELLOR, RESEARCH]
- DEAN, RESEARCH
- DEAN, GRADUATE RESEARCH AND RESEARCHER DEVELOPMENT
- DIRECTOR, RESEARCH AND INNOVATION SERVICES
- MANAGER, RESEARCH STRATEGY AND PERFORMANCE
- SECRETARY