

La Trobe University
 Academic Board
RESEARCH AND GRADUATE STUDIES COMMITTEE

Establishment

The committee was established in December 1990 (*Academic Board minute 263.5.1*). For powers refer to Statute 7 – The Academic Board, Section 2 (1)(a)-(e),(h). Constitution and terms of reference revised and approved 8 October 2014 (*min ref. 476.4.2, AB14/146(M)*). Revisions approved by Academic Board 11 May 2016 (*min.ref 487.3.5 (AB16/49(M))*), 8 March 2017 (*min ref 494.4.3, AB17/38(M)*), 8 November 2017 (*min. ref. 500.3.5 (AB17/127(M))*), 13 March 2019 (*min.ref. 510.9.3 (AB19/18(M))*), and 10 February 2021 (*min ref 525.9, AB21/10(M)*). and by Academic Board Executive Committee on 13 May 2020 (*min.ref. 28.6.3*) and 21 April 2021 (*min ref 55.3, ABEC21/20(M)*).

Membership

Composition	Member	Appointment status
A Deputy Vice-Chancellor (Research and Industry Engagement) (Chair)	Professor Susan Dodds	Ex-Officio
B Senior Academic nominated by Academic Board (Deputy Chair)	Professor Katie Holmes	Nominated
C Pro Vice-Chancellor (Research Capability)	Professor Ashley Franks	Ex-Officio
D Associate Provost (Research and Industry Engagement) (ASSC)	Professor Lawrie Zion	Ex-Officio
E Associate Provost (Research and Industry Engagement) (SHE)	Professor Andrew Hill	Ex-Officio
F Pro Vice-Chancellor (Graduate and Global Research)	Professor Chris Pakes	Ex-Officio
G University Librarian or nominee	Ms Fiona Salisbury	Ex-Officio
H Senior Indigenous researcher nominated by Academic Board		Nominated
I Four academic staff members from each College, nominated by Academic Board on the basis of experience in research or ethics, and including at least one person at non-professorial level		Nominated
<ul style="list-style-type: none"> • College of Arts, Social Sciences & Commerce • College of Science, Health and Engineering 	Dr Emma Henderson Dr Kirsty Forsdike Dr Evelien Spelten Professor Warwick Grant	
J Two candidates nominated via the Graduate Researchers Team (with the LTSU Postgraduate officer as named alternative)	Vacant Vacant	Nominated Nominated
K Chairs of RGSC sub-committees		
<ul style="list-style-type: none"> • Animal Ethics Committee • Human Ethics Research Committee • La Trobe University Institutional Biosafety Committee • Board of Graduate Research 	Dr Timothy Dyke Professor David Finlay Dr Carl Ramage Professor Chris Pakes	Ex-Officio Ex-Officio Ex-Officio Ex-Officio
L Executive Director, Research Office	Mr Alistair Duncan	Ex-Officio

Term of office

Three years for category H.

One year for category J.

Role / Terms of reference

Purpose

To consider and advise the Academic Board on:

Terms of reference

1. The development, adoption, implementation and review of relevant policies, procedures and guidelines relating to research and the conduct of research including matters of research integrity, publications, ethics of human and animal experimentation, research consultancies, intellectual property, e-Research.
2. The development, adoption, implementation and review of relevant policies, procedures and guidelines relating to research training, including policies relating to graduate research candidature, support and supervision.
3. The development and implementation of the University's Research Strategy.
4. Monitoring quality and standards in relation to research and research training, and ethics approvals.
5. Developments in external research policy and funding and compliance with external requirements such as the Higher Education Standards Framework and the Australian Code for the Responsible Conduct of Research.
6. The establishment, disestablishment and renewal of Research Centres and Institutes within the University.
7. Applications for higher doctorates (e.g. Doctor of Laws, Doctor of Letters (D.Litt) and Doctor of Science (D.Sc.)).
8. Receipt of advice from its sub-committees on matters specified in their respective Terms of Reference.
 - Animal Ethics Committee
 - Board of Graduate Research
 - Human Ethics Research Committee
 - La Trobe Institutional Biosafety Committee
 - Higher Doctorates Committee

Deputy Chair

The Deputy Chair, in the absence of the Chair, will assume the same rights and responsibilities accorded to the Chair, including attendance at Academic Board meetings to speak to the Report of the Committee.

Reporting

To Academic Board after each meeting.

Quorum

Third of membership.

Frequency of meetings

Six meetings per year (or as required)

List of any sub-committees

- Animal Ethics Committee
- Board of Graduate Research
- Human Ethics Research Committee
- La Trobe Institutional Biosafety Committee
- Higher Doctorates Committee

Secretariat

Governance and Policy Services.

Contact person and phone / email

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