

La Trobe University
STRATEGIC INNOVATION FUND - INVESTMENT COMMITTEE

Establishment

The Strategic Innovation Fund was established by the Vice-Chancellor to promote the development of commercially relevant services, products and other outcomes that arise from research and teaching activities at La Trobe University and facilitate the translation.

Membership

Composition	Member	Appointment status
A Deputy Chancellor (Chair)	Mr Andrew Eddy	Ex-Officio
B Deputy Vice-Chancellor (Research)	Professor Keith Nugent	Ex-Officio
C Pro Vice-Chancellor (Industry Engagement)	Dr Daniel Grant	Ex-Officio
D Assoc Pro Vice-Chancellor Coursework (ASSC)	Professor Paula Baron	Ex-Officio
E Pro Vice-Chancellor - SHE	Professor Rob Pike	Ex-Officio
F Assoc Pro Vice-Chancellor - ASSC	Professor Sue Martin	Ex-Officio
G External Committee member	Mr Michael Fieldhouse	Appointed
H External Committee member	Dr Tony Radford AO	Appointed
I Fund Manager	Dr Craig Patch	Appointed

In attendance

Composition	Member	Appointment status
A Executive Officer support	Ms Louise Webb	In attendance

Term of office – this will be optional if completed by each Committee

Two years for categories G, H, I

Role / Terms of reference

Purpose

To consider SIF applications and make recommendations to the Vice-Chancellor on the utilisation of the Strategic Innovation Fund.

Terms of reference

1. To govern and recommend the utilisation of the Strategic Innovation Fund to promote commercial activities at La Trobe University in accordance with the *“Guidelines concerning commercial activities in accordance with Part 6 Division 6 of the La Trobe University Act 2009”*.
2. To ensure that the Strategic Innovation Fund is utilised to maximise benefits (both financial and reputational) for the University.

3. To ensure that a risk assessment has been undertaken and that the governance arrangements, legal structures, audit requirements and risk management plans are appropriate for the size and type of any activity supported by the Strategic Innovation Fund in accordance with *“Commercialisation of Research Guidelines”*.
4. To ensure that the terms and conditions of any arrangements and agreements are appropriate including those dealing with governance, representation of the University on any board or decision-making group formed for the purpose of the undertaking, risk (including insurance), taxation, intellectual property, the rights of the University to terminate its involvement in the activity and any indemnities.
5. To determine whether or not there are any actual or perceived conflicts of interest for the University, University staff or University Council members that may arise from the activity, maintain a registry of such conflicts of interest and put in place measures to address these conflicts.
6. Regularly monitor the commercial activities supported by the Strategic Innovation Fund as appropriate to the scale and nature of the investment.
7. Where the University will become a controlling entity of an investment through the Strategic Innovation Fund, the Committee will ensure that Guideline 6 of the *“Guidelines concerning commercial activities in accordance with Part 6 Division 6 of the La Trobe University Act 2009”* is followed.

Reporting

To the Vice Chancellor after each meeting.

The Investment Committee shall maintain minutes for each meeting and maintain a record of voting on all matters for which a vote is taken.

Quorum

Two thirds of membership.

Frequency of meetings

Quarterly.

Secretariat

Ms Louise Webb - Executive Assistant to the Pro Vice-Chancellor Industry Engagement

Contact person and phone / email

Mr Craig Patch

Manager, Innovation and Commercialisation

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