CECS Research Committee

Terms of Reference

Context

The College of Engineering and Computer Science (CECS) Reimagine Project was approved by the University Council at its December 2018 meeting. The Reimagine Project focuses on the ensuring that CECS at ANU can meet the needs of Engineering and Computer Science in a fast changing world. It is an aggressive plan with significant consequences for CECS and the University. As part of the Reimagine Project, CECS has enacted a contemporary organisational structure that introduces two new Schools. The schools will have a teaching and research focus enabling the significant expansion of research led development that also supports the education of a generation of engineers and technologists, and the engagement of the broader world.

The new CECS structure is mobilising through establishment of new schools and institutes and large scale recruitment of new academics and students during 2019 and beyond, to include the following:

- Research School of Electrical, Energy and Materials Engineering (RSEEME), renamed from Research School of Engineering;
- Research School of Computer Science (RSCS), no name change;
- Research School of Aerospace, Mechanical and Environmental Engineering (RSAMEE), new;
- Research School of Design Engineering (RSDE), new, (which is the end state for the presently functioning 3A Institute);
- Cyber Institute; and
- Software Innovation Institute.

Strategic Vision and Intent

Our vision is to create a College that reflects and continues to drive the unique character of Engineering and Computer Science at the ANU, being a cohesive, interdisciplinary community that excels in our chosen activities and where technology-focused research and education are intimately linked.

Guiding Principles

The Committee will be guided by these principles:

- Provide advice and respond appropriately to the College Executive Committee and the College Dean;
- Ensure CECS Reimagine strategic objectives are reflected in recommendations for action/decision;
- Encourage and support research activities within the College and across the wider ANU;
- Ensure students and student experience are at the heart of everything;
- Enable interaction and engagement everywhere, including collaboration with industry partners;
- Provide a safe, inclusive and accessible environment for teaching and research;
- Seek opportunities to create industry collaboration and partnerships;
- Take a College view when making decisions over individual needs; and
- Be collaborative and consultative.

Terms of Reference
The Research Committee is charged with advising the College Dean on:

- College strategy, policies, procedures and resources in relation to encouraging and supporting research and research led entrepreneurship activities;
- Research related university level policies and procedures including University Research Committee (URC) papers;
- Future directions in research and the emerging research profile of the College, ensuring that research strengths inform the educational programs;
- Priorities for large-scale investments, including the National Institute Grant (NIG), in existing research and in new directions for research and establishing time-frames for investment;
- How to promote and capture research Engagement and Impact, and allocation of priorities for the funding of such activities;
- Research performance and the quality of research higher degree programs to ensure that research and research training programs are of the highest quality and standard; and
- External funding opportunities through the development of outreach programs and strategies to maximise outputs from government funding schemes such as ARC and NHMRC.
- Updating, implementing and measuring of College Strategic Intent on Research, Innovation and Entrepreneurship.

Membership and Responsibilities
Membership of the Research Committee comprises the following:

- Deputy Dean CECS (Chair);
- CECS School Directors and Institute Heads;
- Associate Director’s Research;
- RIO

Members are required to nominate a delegate in their absence.

The Chair is responsible for:

- Convening and Chairing meetings;
- Setting agendas;
- Approving minutes;
- Reporting to the Executive Committee on proceedings; and
- Making recommendations for decision/action to the Dean.

School and Associate Directors, and Institute Directors are responsible for ensuring the flow of timely and accurate information to their teams and representing their views back to the Committee.

Secretarial support will be provided by CECS.
Frequency of Meetings

Research Committee meetings will be conducted quarterly and, in exceptional circumstances, as required. With the commencement of the Reimagine Project the frequency of meetings may be greater in 2019 and 2020.

Decision Making

Decisions would normally be made by consensus. In the event that consensus cannot be achieved, the Chair will make a decision in consultation with the Dean.

Report Requirements

Outcomes of Meetings will be minuted and an action list maintained. Following approval of the Minutes by the Chair, the Secretariat will circulate the Minutes to the Research Committee for endorsement at the next scheduled meeting.

Minutes will be circulated to the CECS Executive, and regular updates provided to CECS staff and students. The purpose of such updates is to share, engage, and to facilitate inclusion at a College wide (and University wide) level.

The following reports shall be collated by the Secretariat and circulated one week prior to a scheduled meeting:

- Deputy Dean CECS (Chair);
- CECS School and Institute Directors;
- Associate Directors of Research (in Schools) and the equivalents (in the Institutes);
- RIO
- General Manager (for information)
- Dean (for information)

Quorum

As a minimum, four Research Committee members (or their delegates) are required to be present at meetings. The Chair or Deputy Chair is required to be in attendance at all meetings for quorum to be reached.

Review

Annually or when triggered by the Dean.