



Research Committee Terms of Reference

1. Role

- a. The Research Committee is a standing committee of Academic Senate.
- b. The Research Committee provides governance oversight of research quality integrity, and training at Western Sydney University on behalf of Academic Senate.

2. Responsibilities

Policy

- a. Advise Senate on the development, approval, monitoring and review of University policies related to research and research training.

Strategy

- c. Advise Senate on the development, implementation and review of research and research training strategies.
- d. Monitor progress against the University's strategic research targets.

Quality

- e. Assure research quality, outcomes and impact are monitored against institutional and sector benchmarks.
- f. Assure research training, including supervisor performance, is undertaken at a high standard according to the University's policies and sector and community standards.
- g. Advise on the creation, effectiveness and currency of, and engagement with, researcher development activities across the academic lifecycle, including HDR supervisor and candidate training.

Integrity

- h. Assure research misconduct is assessed according to the University's policies and staff agreements, and in accord with sector and community standards.
- i. Assure ethics review is conducted according to the University's policies and in accord with sector and community standards.
- j. Assure HDR examinations are conducted fairly and equitably, according to the University's policies and in accord with sector and community standards.
- k. Advise Senate on current and emerging risks to research integrity and quality.

Research Training

- l. Assure that retention, progression and completion of Higher Degree Research candidates are monitored and within the University's targets.
- m. Monitor the effectiveness of candidature management and supervisor performance.
- n. Recommend the conferral of Higher Degree Research degrees according to the University's delegations and policies.
- o. Advise Senate on the approval of Higher Degree Research programs, fields of study, subjects and associated qualifications.

Miscellaneous

- a. Advise on any matter referred to it by Senate or the Pro Vice-Chancellor Research and Innovation.
- p. Recommend actions to improve performance in any area within the Committee's terms of reference.
- q. Determine other matters referred to the Committee by policy or delegation.



3. Membership

- a. Pro Vice Chancellor Research and Innovation (Chair)
- b. Deputy Chair; nominated by the Chair, Academic Senate, in consultation with the Chair, Research Committee. The nominated member is chosen from elected members of Academic Senate
- c. Associate Pro Vice-Chancellor, Research
- d. Dean, Graduate Research Studies
- e. Director, Indigenous Research
- f. Director or nominee from each University Institute (5)
- g. Associate Dean, Research (or equivalent) from each Faculty (4)
- h. Associate Dean, HDR (or equivalent) from each Faculty (4)
- i. One Early Career Researcher (ECR) and one Mid-Career Researcher (MCR) nominated by the Chair (2)
- j. Two discipline experts of Academic Senate
- k. One Higher Degree Research student, elected by and from the Higher Degree Research students of the University
- l. One International Higher Degree Research student, elected by and from the Higher Degree Research students of the University

Term of Office

The term of office for appointed and elected members of the Committee is two years.

Casual Vacancies

- a. Vacancies arising in Committee membership will be filled by appointment of the Chair for both elected and appointed members.
- b. Where an appointment is made to fill a casual vacancy, the term of office is the remainder of the term of office of the vacating member.

4. Chairing of Meetings

The meeting is Chaired by the Pro Vice Chancellor Research and Innovation. In their absence, the Deputy Chair will preside.

5. Meeting Frequency

- a. Research Committee will meet between four to six times per year, as required.
- b. Meetings may be scheduled at the discretion of the Chair to consider urgent matters.

6. Quorum

- a. Quorum is one-half (or if one-half is not a whole number, the whole number next higher than one-half) of the total number of members.
- b. If a quorum is not present within 30 minutes of the stated commencement time, the meeting will automatically lapse and the business on the agenda will be included in the agenda for the next meeting.

7. Sub-Committees

- a. The Research Committee may establish sub-committees and working groups to assist it in the carrying out of its functions.
- b. The composition and ToRs of sub-committees will be determined by the Pro Vice Chancellor Research and Innovation, consulting at their discretion with relevant stakeholders.

Approved by Academic Senate on 5 December 2025.