



CHARTER OF THE UNIVERSITY RESEARCH COMMITTEE

1. NAME

The name of the committee is the University Research Committee and hereafter referred to as the URC.

2. STATUS

The URC is a Senate Committee and reports to Senate

3. MISSION AND GOALS

The URC assists Senate in executing its functions in accordance with Section 19 of the UJ Statute in respect of matters related to research in accordance with the vision, mission, and core values of the University, the strategic goals and subsequent key performance areas and indicators, the principles of corporate governance and within the legal and management framework of the University.

4. COMPOSITION

- 4.1 Vice-Chancellor (*Ex Officio*);
- 4.2 One Deputy Vice-Chancellor (*Ex Officio*) nominated by the MEC;
- 4.3 Deputy Vice-Chancellor: Research and Internationalisation (Chairperson);
- 4.4 Deputy Vice-Chancellor: Academic (*Ex Officio*);
- 4.5 Executive Deans;
- 4.6 Vice-Dean: Research or one additional academic employee nominated by the Executive Dean;
- 4.7 Executive Director: Research and Innovation;
- 4.8 Senior Director: Postgraduate School;
- 4.9 An academic ethics specialist nominated and appointed by the URC;
- 4.10 Co-opted members as determined by the URC;
- 4.11 Invited members when appropriate.

5. FUNCTIONS

The URC functions in accordance with the authority delegated to it by Senate. The specific functions of the URC are to:

- 5.1 Give strategic direction with reference to research at the University;
- 5.2 Develop institutional research –related strategic and policies for consideration by Senate;
- 5.3 Develop an institutional plan, strategy and policy on funding of post-graduate students and post-doctoral fellows for consideration by Senate;
- 5.4 Consider and approve applications for funding of research activities and projects in accordance with the criteria and University research budget;
- 5.5 Consider and recommend to Senate matters related to research, scholarships and post-doctoral fellowships;
- 5.6 Monitor the quality of research and “research enabling environment” within the University;
- 5.7 Monitor the supervision and research ethics process – managed by the Faculty/College Research Ethics Committee – as they pertain to UJ employees and post-doctoral fellows;
- 5.8 Deliberate on any matter that, in the opinion of the chairperson should serve at the URC for consideration prior to serving at Senate.

6. SCOPE OF AUTHORITY

Senate delegates the scope of authority to URC as it deems fit

7. MEETING PROCEDURE AND REPORTING

- 7.1 URC meets at least quarterly (meeting dates set in advance and contained in the University's Year Programme);
- 7.2 The meeting is quorate if at least 50% plus one of the members are present;
- 7.3 Members are required to declare any conflict of interest at the meeting;
- 7.4 The Chairperson may call an extraordinary or emergency meeting in accordance with the Rules for Effective Meetings;
- 7.5 The Chairperson may invite persons who are not members to attend meetings, provided that they may participate in discussion but may not vote;
- 7.6 Members diligently execute their duty of care and fiduciary duty during deliberations and decision-making;
- 7.7 Decision-making is primarily based on the principle of consensus and/or sufficient consensus;
- 7.8 If consensus cannot be reached, a principle/motion is put to the vote and it is carried if a simple majority vote of those present at the meeting has been obtained;
- 7.9 The Chairperson has, on any matter, a deliberative vote and, in the event of an equality of vote, also a casting vote;
- 7.10 The University Secretariat provides the secretariat who administers meeting in accordance with the Rule for Effective Meetings;
- 7.11 The minutes of each meeting are considered at the next meeting ;
- 7.12 A quarterly report is submitted to Senate for noting, ratification or consideration of matters.

8. LIFESPAN AND DISSOLUTION OF the URC

The term of office of members of the URC is as follows:

- 8.1 The members of the Management Executive Committee, the Executive Deans and the Executive Directors serve by virtue of their office.
- 8.2 Co-opted members serve for a period as determined by the URC.
- 8.3 The URC is a Senate committee and the may be dissolved by Senate.

Approved by Senate on 10 September 2014

Amendments approved by Senate on 10 September 2014

Titles aligned with approved ELG Organogram 2013

Titles aligned with approved ELG Organogram 2016

Title amendments, in line with MEC decisions, made on 19 September 2016