

Innovation Committee

Terms of Reference

In accordance with the Articles of Government, the following Committee shall be established with the membership, terms of reference and modus operandi as set out below and be subject to the general provisions of University Byelaws, Policies, Procedures and Guidance.

Purpose

The purpose of the Innovation Committee is to provide a forum for the Executive to take soundings from Board members about innovation and growth plans and to advise and make recommendations to the Board of Governors on such plans.

Members

- At least four governors among whom there is prior experience of business development and/or the management of innovative strategic projects
- The Vice Chancellor, or the Vice Chancellor's nominee
- The members who are governors may choose to co-opt such other members as they see fit, and to define for how long such co-optees serve on the Committee. This would allow the input for example, of those with an interest in a particular innovation

Chair

- The Chair and Deputy Chair are elected by the Committee after consultation with the Chair of the Board
- The Chair and Deputy Chair will be selected from amongst the members who are independent or co-opted governors of the University
- The Chair and Deputy Chair are elected for a maximum of two three-year terms of office

Attendees

The Committee may invite such attendees as it sees fit to assist it in transacting its business. These may include members of staff at the University and, subject to a proper consideration of confidentiality, those external to the University.

Clerk

The Clerk to the Board of Governors shall be the Clerk to the Innovation Committee.

The minutes or a report on each Innovation Committee meeting shall be circulated to all members of the Board of Governors with confidential material lodged in separate confidential minutes.

Quorum

The quorum shall be three of the five members of the Committee, or the same proportions, as rounded up, of those members eligible to be present.

Frequency of Meetings

Four times per year, with the ability to call further meetings at shorter notice should an urgent issue require discussion.

Terms of Reference

1. In respect of the following activities:
 - to have oversight
 - to give increased focus and support at Board level
 - to provide advice and a sounding board to the University's Executive
 - to give advice and recommendations to the Board of Governors:
 - 1.1. Large scale growth and development projects. Such projects will include those defined by the University's Financial Regulations as major schemes (having a value, excluding VAT, of £750k or over), or those which would be likely otherwise to have a significant impact on management time, other resources, or the academic character of the University
 - 1.2. The University's links with business and industry
 - 1.3. Innovation in the academic offer, and the development of academic opportunities aligned to the needs of business and industry
 - 1.4. The University's fundraising activity
 - 1.5. The commercialisation of University activities including but not limited to research activities
 - 1.6. How resources are used to support innovation, including but not limited to funding, within the overall envelope agreed by the Board of Governors
2. To take a view of the risks of the above, both upside and downside, and report to the Board and Audit Committee as necessary
3. To make and make use of links between the University and the professional networks of governors

Delegated Powers and Authority

This is an advisory Committee and as such has authorities or powers delegated from the Board.

Approved/Reviewed

Version	Date	Comments
D1.0	April 2019	Approved by the Board on 22/05/19