

Name of Policy: <u>Research Council</u> Policy Number: 3364-70-03 Approving Officer: President Responsible Agent: Vice President for Research Scope: Defines the duties and responsibilities of the UToledo Research Council, all campuses		 Effective date: April 12, 2021 Original effective date: November 3, 2011	
☐	New policy proposal	☐	Minor/technical revision of existing policy
☒	Major revision of existing policy	☐	Reaffirmation of existing policy

(A) Policy Statement

The University Research Council (URC) is a standing, faculty-informed advisory body to the Vice President for Research (VPR). The URC represents the interests of the University at large in matters concerning research policy, governance, strategy, and the overall health of the research enterprise.

(B) Purpose

The URC advises the VPR and supports the research enterprise through the following activities:

1. Reviewing, formulating, and recommending general research policies and providing input to other University committees and administrative offices concerning policies affecting research and scholarship.
2. Reviewing and recommending criteria, priorities, and funding allocations for internal research development programs utilizing University-based funds.
3. Reviewing and recommending the establishment, continuation, periodic review, and sunset of research centers, institutes, and major core facilities, based on defined evaluation criteria including strategic alignment, financial sustainability, leadership structure, and performance metrics.
4. Suggesting new opportunities for broadening or enhancing the University's research base and advancing areas of research excellence.
5. Providing advisory input on institutional research integrity and compliance policies consistent with federal and state regulations.

(C) Membership

The URC shall consist of fifteen (15) voting faculty members and designated ex officio, non-voting members. All voting members shall be active scholars with demonstrated research or scholarly achievement.

Voting Members (15 Total)

To the extent practicable, each academic college of the University shall have one (1) faculty representative on the URC, designated by the Dean for each respective college in accordance with procedures determined by that college. If a college does not designate a faculty member by the last day of the spring term, the VPR, in consultation with the Provost, may appoint a representative to ensure full participation on the URC.

One (1) faculty representative designated by the Faculty Senate and one (1) faculty representative designated by the Graduate Council shall serve as voting members of the URC. If a designation is not made by the last day of the spring term, the VPR, in consultation with the Provost, may appoint a representative to ensure full participation on the URC.

Up to five (5) additional faculty members, as needed to achieve the full voting membership of fifteen (15), shall be appointed to ensure appropriate representation of interdisciplinary and cross-college research areas, including clinical and translational research activities, colleges or units with significant research activity or scale, and emerging areas of research strength and institutional priority.

Nominations for these additional members may be submitted by colleges, Faculty Senate, Graduate Council, or other academic leadership and shall be submitted to the Office of Research (or its designee) for coordination. The Office of Research shall coordinate the nomination process, including solicitation of nominations and preparation of materials for review.

Additional members shall be appointed by the VPR in consultation with the Provost.

Each member shall serve a three-year staggered term, structured to ensure continuity of membership and institutional knowledge on the URC. To establish the staggered structure, the VPR shall assign initial appointments of one (1), two (2), or three (3) years, as appropriate. Members may be eligible for one consecutive reappointment, after which a minimum one-year break in service shall be required before eligibility for reappointment, unless otherwise approved by the VPR to address exceptional institutional needs.

A vacancy occurring prior to the expiration of a member's term shall be filled in the same manner as the original appointment. An individual appointed to fill a vacancy shall serve the remainder of the unexpired term and may thereafter be eligible for reappointment to a full term, consistent with this policy.

The URC shall elect a Chair, Vice Chair, and Secretary from among its voting members for one-year renewable terms. The Chair shall preside over meetings of the URC, coordinate the development of meeting agendas in consultation with the VPR, and serve as the primary liaison between the URC and University leadership. The Vice Chair shall assist the Chair and perform the duties of the Chair in the Chair's absence. The Secretary shall ensure the preparation and maintenance of meeting minutes and documentation of URC recommendations. Officers may coordinate URC activities between meetings but shall not represent or act on behalf of the URC except as authorized by the URC.

Ex Officio Members (Non-Voting)

1. VPR
2. Senior research administration lead responsible for research grant administration (or designee)
3. Senior research administration lead responsible for research compliance (or designee)
4. Senior research administration lead responsible for research development and scholarship (or designee)
5. Senior Vice Provost for Academic and Graduate Affairs (or designee)
6. Dean of Libraries (or designee)

The URC may invite additional individuals with relevant expertise, including representatives of areas such as technology transfer, industry engagement, partnerships, or research strategy, to participate in its discussions as needed. Such individuals shall serve in a non-voting capacity.

Members shall disclose potential conflicts of interest and recuse themselves from discussions or recommendations involving matters in which they have a direct personal or financial interest.

The composition of the URC shall be reviewed periodically to ensure appropriate representation across academic colleges and alignment with the University's research enterprise and strategic priorities.

The selection and appointment of URC members shall follow the University's annual governance cycle. Colleges and governance bodies shall submit nominations by the last day of spring term. Appointments shall be finalized by the Office of Research prior to the start of the academic year, and terms of service shall begin at the start of the fall semester, unless otherwise specified. The VPR may make interim or replacement appointments as needed to ensure continuity of URC operations.

(D) Meetings

The URC shall meet at least once per month during the academic year. A majority of the total voting membership shall constitute a quorum.

(E) Authority

The URC is advisory in nature. Final authority on research policy, funding allocation, and organizational decisions remains with the VPR and appropriate University officers.

Approved by: <u>/s/</u> James Paul Holloway President <u>XXXX</u> Date <i>Review/Revision Completed by:</i> <i>Vice President for Research Research Council</i>	Policies Superseded by This Policy: <i>3363-70-03 Research Council Policy Adopted November 3, 2011</i> Initial effective date: November 3, 2011 Review/Revision Date: May 2, 2013, April 12, 2021, April 4, 2026 Next review date: April 4, 2029
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