

Name : **Technology, Innovation and Value Creation Committee Terms of Reference**

Approved by : **Council**

Contact : **University Secretary**

Last reviewed : **26 July 2021 (by Council)**
10 June 2021 (by Technology, Innovation and Value Creation Committee)



TECHNOLOGY, INNOVATION AND VALUE CREATION COMMITTEE – TERMS OF REFERENCE

PURPOSE

The purpose of the Technology, Innovation and Value Creation Committee is to:

- provide strategic advice to Council on the University's technology and innovation focus, emerging technology and technology provider trends, opportunities and potential relevant technology disruption.
- act as a think tank for the University, including seeking contributions from local and international thought leaders
- Provide guidance and ideas to Council to help the University realise its aims and strategy.

GOVERNING BODY

This committee is a standing committee of Council. This committee is not a traditional governance and compliance committee.

COMPOSITION

Membership

Name	Type of Appointment
Chancellor	Ex-officio
Vice Chancellor	Ex-officio
The number of non-executive Council members determined by Council	Appointed by Council
The number of co-opted members determined by Council	Appointed by Council

In addition, any University employee or external professional adviser may attend Committee meetings if invited by the Chair.

Chair

The Chair of the Committee will be elected by Council. The term of office is for up to two years and is eligible for reappointment.

In the absence of the Chair, the Committee will elect a chair.

Skills and capability

All members of the Committee should have sufficient skills and experience to be able to consider and contribute to the matters for which the Committee is responsible. The following skills and experience are sought for the Technology, Innovation and Value Creation Committee:

- Senior management and/or broad experience in high tech industries
- Major applied research backgrounds in high tech industry
- Financing experience relevant to high tech industry
- Experience with start-ups and entrepreneurship
- Student perspective
- Broad strategic IP management and IP legal experience
- Experience at the interface of technology and society

Secretary

The University Secretary or nominee will be the Committee Secretary.

OPERATING PROCEDURES

Quorum and Voting

A quorum of the Committee will consist of half the members of the Committee in office at the time.

Each member will have one vote and decisions shall be made on a majority basis.

Meetings

1. The agenda together with reports and documents that relate to the Committee will be forwarded to members in sufficient time to enable consideration prior to meetings. Where practical, this will be one week prior to the meeting.
2. Accurate minutes will be kept of each meeting of the Committee. The minutes of a meeting shall be submitted to committee members for confirmation at or before the next meeting of the Committee.
3. The Committee will meet as required throughout the year.
4. Meetings may be in person, remotely or via circulation.
5. When resolutions are circulated electronically for endorsement, members may respond electronically either in the affirmative or negative or request a meeting or teleconference to discuss them.
6. The Chair shall call a meeting of the Committee if so requested by any member of the Committee or by the Chancellor, Deputy Chancellor, or Vice-Chancellor.
7. Management or parties external to the University may be invited to attend any meeting of the Committee or part thereof.

8. Non-members of the Committee may be asked to withdraw from all or any part of any meeting and may not vote on any matter at a meeting.
9. The Chair is responsible for the development of the agenda for Committee meetings in conjunction with the Vice-Chancellor and the Secretary.
10. The Chair is responsible for the presentation to Council of the recommendations or deliberations on its agenda and determines the selection of the necessary documentation to support Council in its consideration of the Committee's recommendations.
11. All members of Council not on the Committee may attend meetings of the Committee as an observer and shall be entitled to receive the agenda, minutes and the meeting papers subject to any conflicts of interest.

Reports

The minutes of each meeting shall be provided to Council. The Chair will report to Council after each Committee meeting on the business, findings and recommendations of the Committee.

Evaluation and Review

The Committee will annually evaluate its performance and its terms of reference and propose any appropriate amendments to Council for approval.