

HIGHER EDUCATION INNOVATION FUND (HEIF) OVERSIGHT COMMITTEE
(A Sub-Committee of University Executive Board)

1. SECRETARY Executive Assistant to PVC RSR

2. MEMBERSHIP

Ex officio members:

- (a) The Pro-Vice-Chancellor (Research Strategy and Resources) (Chair)
- (b) Three Faculty Deans with responsibility for knowledge exchange (eg Deans of Research & Innovation or of Engagement/Internationalisation)
- (c) The Dean of Engagement and Place
- (d) The Dean of Innovation and Business
- (e) The Director of Business Development and Enterprise
- (f) The Dean of Culture and Creative Arts
- (g) The Engagement Manager

Additional members:

Up to three additional members of staff with expertise and responsibilities in knowledge exchange may be invited to join the committee

A quorum shall be not fewer than one third of the members

In attendance:

The Assistant Accountant, Finance, Business and Research, Central Projects and Services Manager.

3. TERMS OF REFERENCE

- (a) To develop and review as appropriate the five year strategy for HEIF funding allocations required by Research England.
- (b) To develop and submit reports to Research England on HEIF allocations.
- (c) To recommend annual allocations of HEIF funding within the Institution for consideration by UEB.
- (d) To ensure that allocation of HEIF funding aligns with the University's strategic objectives.
- (e) To monitor HEIF expenditure quarterly and make adjustments to budget allocations as appropriate.
- (f) To monitor the outcome of initiatives funded under HEIF.

4. FREQUENCY OF MEETINGS

The Committee to meet at least quarterly.