

**Recipient(s):** The Senior Management Team

**Terms of reference for the two cross-faculty committees, the Committee for Research and External Collaboration and the Committee for Education**

**Objectives**

Together with the senior management team, the two cross-faculty committees are responsible for cross-faculty academic issues and framework conditions. The committees have the following main objectives:

- Identification and development of interdisciplinary initiatives which underpin the university's joint strategy for education, research, talent development and external cooperation and which can support and supplement the faculties' own initiatives
- Cross-faculty coordination and knowledge exchange
- Influencing the university's framework conditions through interaction with regional, national and international decision-makers
- Advising the senior management team with regard to the above.

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The Rector's Office

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**Tasks**

In the performance of their work, the two cross-faculty committees are under an obligation to engage in active internal dialogue as well as dialogue with the faculties, departments, the administration, student organisations and external stakeholders.

**The Committee for Research and External Cooperation**

The Committee for Research and External Cooperation has the following main tasks:

- National and international research policy issues
- Incentives and measures to strengthen the cooperation across the faculties, including allocation of funds from the university management team's strategic management pool
- Awards and members of foundations, committees, etc. and prioritisation of projects in cases in which not all proposals can be realised
- Advice to the senior management team regarding Aarhus University Research Foundation's fund allocation strategy and activities
- Activities in AU Forum for Research, AU Forum for Talent Development and AU Forum for Knowledge Exchange

### The Committee for Education

The Committee for Education has the following main tasks:

- National and international educational policy issues
- Incentives and measures to strengthen the cooperation across the faculties, including allocation of funds from the university management team's strategic management pool
- AU's educational profile, including ensuring internationalisation initiatives
- AU's policy for quality in education (from recruitment through the completion of degree to the transition to the labour market and further and continuing education)
- Strategic partnerships with partners including upper secondary schools and university colleges (coherent educational system)
- Strategic cooperation with both the private and public labour market (degree programme relevance)
- Activities in AU Forum for Education, AU Forum for Talent Development and AU Forum for Knowledge Exchange (their future is to be clarified)

### **Appointment and decision-making powers**

The rector is chair of the Committee for Research and External Collaboration, and the pro-rector is chair of the Committee for Education. On each committee, the chair is assisted by a vice-chair appointed by the chair from among the committee's members. The committees must regularly inform the senior management team about their work and present relevant cases to be decided by the senior management team.

The members of the committees are appointed by the deans and, as representatives of the faculties, must ensure communication between the faculties and participate actively in the cross-faculty work undertaken in the committees (see description of tasks). Each faculty may appoint up to two members to the Committee for Education. Each faculty may appoint up to three members to Committee for Research and External Cooperation.

The committees have decision-making authority within the areas of responsibility that have been delegated to them by the senior management team.

In the event of a committee's inability to reach an agreement regarding a particular case, the case must be presented to the senior management team for consideration.

### **Operating procedures**

Agendas for meetings are to be created by the chair and the vice-chair, who are also responsible for developing concrete plans of action to ensure progress in relation to the committee's main objectives. A committee member must be designated as responsible for any major points on the agenda that involve several stakeholders in order to involve relevant parties in relation to developing ideas and consultation, as well to present any recommendations to the senior management team. It is a prereq-

uisite for the legitimacy of the committees' work that agendas (including case presentations and attachments) be sent out at least ten days before meetings are held.

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A committee may appoint temporary (ad hoc) or permanent sub-committees to perform specific tasks or in order to generate ideas/proposals to the committee.

### **Involvement and openness**

These committees have an obligation to involve relevant parties in their work, including faculties/faculty management teams, students/student organisations, departments/heads of department, directors of studies, teaching staff, academic councils, AU forums, Aarhus University PhD Association (AUPA), AU Educational Development Network (UPNet), administrative staff members with relevant expertise, and so on. This involvement may take the form of formal consultation, collaboration in relation to specific initiatives, participation in sub-committees, seminars on major strategic/political questions, etc.

### **Budget**

In connection with the preparation of the university's budget, the senior management team determines each committee's budget for the coming year, where relevant in dialogue with the committees themselves.

### **Administrative support**

Administrative support for the committees is provided by the Rector's Office in close collaboration with the central administration and in an ongoing dialogue with the deans' offices in order to ensure that annual schedules, agendas and presentations are coordinated and of high quality.