

QMUL Trusted Research and Compliance Board

Terms of Reference

Overview:

- QMUL Trusted Research and Compliance Board (the Board) serves as the governing body responsible for monitoring QMUL's performance in trusted research with international partners and ensuring regulatory compliance relating to research security.
- The Board reports to the Partnership Board and the Research and Innovation Board, whenever required, with urgent/critical issues escalated to the Senior Executive Team members.
- The Vice Principal (Research and Innovation), who is a member of the Senior Executive Team, provides strategic oversight of the Board. The Director of Research and Innovation chairs the Board.

Responsibilities:

- To review and refine QMUL policies and procedures for trusted research and security compliance in alignment with best practices in the sector.
- To review individual cases of the QMUL Research Security Risk Register and its due diligence and risk assessment report. To agree on mitigation plans and to monitor case development.
- Where the Board cannot reach a mitigation decision for critical partnerships, to establish an escalation route within the context of the institution's relevant strategies, business plans and risk assessments. Include such partnerships to the QMUL institutional risk register.
- To monitor and stay informed about QMUL interactions with relevant government agencies (eg RCAT, ECJU, IST etc) for general government advice, export control license applications and NSI Act notification developments. Share lessons and good practice from across the sector.
- To review and support communications with the faculties in relation to legislative changes, policy and guidance updates, and awareness raising among academic researchers.

Members: (to meet bi-monthly or as the situation demands)

- Director of Research and Innovation, Bryony Butland (Chair)
- Deputy Vice Principal – Impact (commercial), David Lee
- Faculty Director of Operations (S&E), Anne Parry
- Associate Director, Research Operations, Steve Ford
- Head of International Research and Innovation, Manyi Cristofoli

In attendance if business requires:

- The relevant Faculty Deans for Research
- The relevant Head of Schools or Institutes
- Director of Governance and Legal Services, Jane Pallant
- Head of International Partnerships, Global Engagement Office, Clare Burke
- Head of Information Security, IT Services, Tim Passe

(The International Risks and Export Control Manager will act as the Board secretary and take meeting minutes)