

Research Information Network

Advisory Board Terms of Reference

The Advisory Board will comprise a chair and up to seventeen members representing the UK research and information management communities. Three observers, one representing the UK HE Funding Bodies, one from the National Libraries and one from the Joint Information Systems Committee (JISC), will also attend. The Advisory Board:

1. Provides the strategic direction for the RIN within the overall framework of objectives and budgets set by the Funders' Group
2. Reviews and advises on the development of the RIN's strategy and work plans, and its relationships with key stakeholders; and makes recommendations to the Funders' Group as appropriate.
3. Considers reports on progress and performance as against the RIN's approved framework of objectives and work plans, and advises the Funders' Group accordingly.
4. Reviews general policy issues arising from the RIN's work, and considers any advice or recommendations to be directed to key stakeholders.
5. Provides advice both to the RIN Executive Unit and to the Funders' Group on any matters pertaining or of relevance to the work of the RIN. Such advice may be provided either in the course of or between scheduled meetings.

Administrative arrangements

1. The Advisory Board will normally meet up to four times per year.
2. The Advisory Board will be serviced by a RIN officer.
3. The Director of the RIN will usually attend meetings of the Advisory Board.
4. Quorum shall be six full members, and must include the Chair. Alternates are not permitted.
5. The Advisory Board may invite observers to attend meetings at its discretion. Interests must be declared in advance of discussion. The Chair will decide on a case-by-case basis whether members with conflicts of interest should be asked to withdraw from the meeting.
6. Meetings and decisions may be actual or virtual in nature (i.e. by videoconference or email).