

University Research Council Bylaws
Updated 12 December 2021

- 1. Purpose of the Council:** The University Research Council (URC) provides advice and assistance to the Vice President for Research (VPR) concerning the Texas A&M University (TAMU) Research Enterprise including, but not limited to research development, planning, and policy. The URC reports to the Vice President for Research.

The URC may consider any matter of policy and procedures regarding the university research enterprise. The Council may make recommendations on the manner by which research is initiated and conducted in support of the primary teaching function of the University.

- 2. Representation:** URC members include the research deans (or equivalent) from each college and branch campus and senior administrators from the TAMU Division of Research. Representatives serve during their tenure in their research leadership capacity. Liaisons from the TAMU Council of Principal Investigators (CPI), the Faculty Senate Research Committee and the Centers and Institute Directors Council will be co-determined by the Chairs of the URC and the liaison committee.
- 3. Meetings:** The URC has a two-meeting format consisting of a monthly meeting (college representatives) and a bi-monthly meeting of the whole (consisting of both college representatives and division of research senior administrators). College representatives are expected to contribute to each meeting and designate an alternate for meetings when they are unable to attend.

Meetings shall be open to all observers, but only URC members or their alternates may vote. Meetings will generally be informal.

- 4. Quorum:** A quorum shall consist of at least 50 percent of the members of the Council.
- 5. Council Officers:** Council Officers will consist of a Chair, Chair Elect, and past Chair. The Chair and Chair Elect are elected by majority vote in the fall semester and will serve one-year terms commencing the spring semester. Individuals can be reelected for multiple terms. Officers should be nominated, including self-nominations. If there are more than two nominations, elections will be held via secret ballot to be tallied by the Chair. Those who are on the ballot should accept the nomination. A nomination process will be enacted if an officer's term ends early.

The Chair will preside over meetings and serve as liaison between the Council and the research community. The Chair will call the meetings and, in concert with the Executive Committee, establish the agenda. The Chair Elect shall serve in the Chair's absence and shall assume the Chair for the remainder of the term if the Chair can no longer serve. In this case new elections for a Chair-Elect will take place as soon as feasible.

Working groups may be established to coordinate specific efforts. Working group leads will be determined by consensus to ensure specific deliverables are attained in a timely manner.

6. **Executive Committee.** An Executive Committee will consist of the Chair, Chair Elect, past Chair. In the case where there are working group leads, working group representation will be determined by consensus. Other members may be appointed by the Chair with the goal of ensuring broad representation. The Executive Committee will meet bimonthly with the TAMU VPR team to discuss the research enterprise, priorities, and directions.
7. **Changes to the Bylaws**
These bylaws can be changed by majority vote of a quorum at any University Research Council meeting. Recommendations for changes must be presented to the Chair two weeks prior to the meeting to be included on the meeting agenda.

Appendix I

University Research Council

Members include the research deans (or equivalent) from each college and senior administrators from the TAMU Division of Research. Current membership is listed here:

<https://vpr.tamu.edu/about-the-division/university-research-council/>