**Cambridge Reproduction SRI Steering Committee:
Terms of Reference**

**Purpose of the Steering Committee**

To advise the SRI Executive Committee on all aspects of the programme, policy, activities and future directions of the SRI, and in particular to ensure that all communities comprising Cambridge Reproduction SRI are properly represented and informed.

**Roles and responsibilities**

To advise on all aspects of the programme, policy, activities and future directions of the SRI, and to assist the SRI in developing its resources and capabilities.

To assist the SRI Executive Committee in determining an intellectual framework and developmental strategy for the SRI that reflects the unique strengths and potential of the University and that helps to mitigate identified weaknesses.

To monitor and advise on the operations of the SRI Executive Committee.

To constitute a decision-making body in relation to the major strategic issues concerning the SRI, and to oversee and approve appointments to the Executive Committee, including Co-Chairs, and to the External Advisory Board.

To assist SRI in raising the institutional, national and international profile of research and other activity in the field of reproduction at the University of Cambridge.

**Meeting arrangements**

The Steering Committee shall meet three times each year (once per University term).

The quorum for Steering Committee meetings shall be ten members.

The agenda for meetings shall be proposed by the SRI Chair; meeting minutes will be taken by the SRI Coordinator and circulated afterwards.

**Appointments and membership**

The Steering Committee shall consist of no more than 25 members, ensuring that all relevant departments and affiliated organisations are represented.

There will be two postgraduate student representatives, ideally from different Schools.

There will be at least two postdoctoral researchers as members, ideally from different Schools.

New members shall be appointed by the Cambridge Reproduction SRI on the recommendation of the wider SRI Steering Committee and Executive Committee.

Membership of the Steering Committee can be by application, nomination or invitation. Expressions of interest and nominations for membership of the Steering Committee are welcome from all members of the SRI, and from the wider Cambridge reproduction community.

Members of the Steering Committee shall be appointed in the Michaelmas Term to serve for three years from 1 January following their appointment, with the possibility of re-appointment for one period of three years. Postgraduate student representatives will serve for one year, with the possibility of re-appointment for one period of one year.

The Steering Committee may co-opt additional members in order to foster and maintain strategic links or to provide advice about specific areas of the Cambridge Reproduction SRI’s programme.

*1 December 2020*