

**AUSTRALIAN E-RESEARCH INFRASTRUCTURE COUNCIL  
(AeRIC)**

**AeRIC – 23 JULY 2007**

**AGENDA ITEM 3: RESPONSIBILITIES AND MODE OF OPERATION**

**Purpose**

For the Council to consider its responsibilities and mode of operation.

**Issues**

In order to assist the orientation of AeRIC members, the Secretariat has prepared the attached Operational Framework which addresses AeRIC's Responsibilities and Mode of Operation.

AeRIC's responsibilities have been largely set by the scope of the Platforms for Collaboration (PfC) capability as described in the PfC Investment Plan. These responsibilities have been condensed into the section on Responsibilities in the Operational Framework.

The Operational Framework also sets out a mode of operation for AeRIC that is strongly based on the corresponding elements of the NCRIS Committee. DEST has found that the open and consensus-based nature of the NCRIS Committee has facilitated improved outcomes and strongly supports AeRIC operating in such a way.

**Action**

That AeRIC:

- note its responsibilities; and
- discuss and agree its mode of operation.

AeRIC Secretariat

July 2007

## OPERATIONAL FRAMEWORK

### AUSTRALIAN E-RESEARCH INFRASTRUCTURE COUNCIL (AeRIC)

#### RESPONSIBILITIES

The overall mission of AeRIC will be to ensure that world class services and expertise are identified, developed and delivered nationwide in ways that support effective e-Research within and across all research disciplines. This will include services and expertise related to:

- data capture, management, retention, publication, discovery and re-use
- data analysis
- computational modelling
- collaboration systems
- grid inter-connectivity
- trust and access management
- networking.

The PfC components will be the primary means through which a coherent suite of services is developed and delivered to the users of the infrastructure. Where identified services need a high level of development, this will be undertaken, or guided by, a National e-Research Architecture Taskforce (NeAT).

Recognising the risk to a truly national e-Research infrastructure posed by fragmentation due to urgency and independence, AeRIC will articulate a strategic view; work to identify generic tools, practices and services; and match needs to available services.

#### Activities

##### Report to, and be guided by, the NCRIS Committee

- Prepare a strategic assessment of the impact of, and issues for, the capability, including identifying impediments to the uptake of e-Research in Australia, and identification of the priority actions to meet PfC's operational and strategic needs. As part of this assessment, monitor developments in Australia and overseas so as to keep the NCRIS Committee apprised of the state-of-play in e-Research and emerging issues.
- Establish and guide NeAT in its work to focus expertise and resources into teams targeting selected communities or new core services.
- Assess the implementation of the PfC capability and keep the NCRIS Committee apprised of that implementation.
- Action directions received from the NCRIS Committee regarding policy and investment intentions.

##### Oversight PfC investments

- Maintain an effective, ongoing relationship with the managing/coordinating body in each of the PfC components.
- Approve annual business plans prepared by the Executive Director and by the managing/coordinating body for each PfC component.
- Review the progress and impact of specific PfC investments and, where necessary, recommend variations to activities to the NCRIS Committee.

- Make recommendations to the NCRIS Committee on the way funds are to be provided to PfC components, subject to the overall intent of the PfC Investment Plan and subject to annual re-assessment with DEST.

#### Maintain high levels of engagement with the research community and DEST

- Host a broadly inclusive e-Research forum to gather strategic input to aid in refining the AeRIC business plan and activities.
- Engage collaboratively with DEST in relation to its deliberations and determinations, including through the Principal Adviser DEST who will be a member of AeRIC.
- Undertake other consultative activities as the need arises.

## **MODE OF OPERATION**

### **Membership of AeRIC**

Members and Chair will be identified by DEST in consultation with higher education and research institutions, and other relevant organisations. In forming AeRIC, DEST will take into account the skills and knowledge required for AeRIC to successfully undertake its activities (above).

Membership of AeRIC may be offered on the basis of either the potential member's skills and experience, or, alternatively, their association with a particular organisation.

Membership of AeRIC will generally be for a period of two years.

Members may resign from AeRIC at any time by notifying DEST, or will be taken to have resigned if they separate from the organisation they are representing.

#### Chair

The Chair will be a person with a broad view of national e-Research requirements.

#### General Members

The Members of AeRIC will be drawn from the stakeholders and participants in e-Research infrastructure; including providers and users of AeRIC e-Research services and capabilities.

#### Conflicts of Interest

As its decisions and recommendations will effect funding decisions, AeRIC will adopt a Conflict of Interest policy consistent with that of the NCRIS Committee.

#### Remuneration

AeRIC positions are honorary positions and no remuneration or sitting fees will be paid.

#### Travel Expenses

Reasonable travel expenses for AeRIC members to attend AeRIC meetings will be met by the AeRIC Secretariat. Members will need to forward a Tax Invoice to the Secretariat to claim reimbursement.

## **Conduct of Meetings**

### Regularity of Meetings

It is expected that AeRIC will meet in sufficient time and with sufficient regularity to successfully undertake its activities .

### Quorum

A quorum for an AeRIC meeting will be a minimum of five members, which must include the Chair, the DEST nominee (or representative) and the Executive Director of AeRIC.

### Decision making

AeRIC shall seek to reach decisions on a consensus basis.

### Records of Meetings

The AeRIC Secretariat will keep appropriate records of decisions and resolutions made by AeRIC.

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