



DOCTORAL EDUCATION &
ACADEMIA RESEARCH CENTRE

Constitution **V2 – June 2025**

1. Aims of the Centre

The Doctoral Education and Academia Research Centre aims to create an innovative and dynamic specialist research environment that will make the University a national and international hub for research on doctoral education and academia, by:

- A. Developing a dynamic specialist research environment for research on doctoral education and academia.
- B. Becoming a recognised hub of expertise in the sector nationally and internationally, impacting on policy and practice.
- C. Cultivating the field of research on doctoral education and academia, and curate an inclusive and supportive environment for emerging researchers.
- D. Actively contributing to delivering and shaping University of Warwick strategic priorities.
- E. Developing and sharing research-led practice in the development and leadership of research centres.

2. Membership and Affiliation

- (a) The Doctoral Education and Academia Research Centre will welcome DEAR Centre Collective membership and affiliates from relevant academic and professional services departments at the University, including but not limited to:
 - a. Education Studies; Sociology; WBS; Law; PAIS; IER
 - b. Psychology; Life Sciences; Medical School
 - c. History
 - d. ADC; WIHEA; Doctoral College; Leadership and Management Development; IAS; Widening Participation; National Centre for Research Culture (NCRC)
- (b) The Centre will include ECR membership (including postdoctoral fellows and PGRs)
- (c) The Centre will develop a strong network of external affiliates in the UK and internationally.

3. Directorship

- (a) The Director and Deputy Director will carry out daily management duties for the Centre.
- (b) The Director and Deputy Director are appointed in agreement with the University Research Committee.
- (c) Any changes to the Director will need to be agreed by Research Committee.

4. Details of DEAR Centre Collective & Advisory Board

(a) DEAR Centre Collective (DCC)

Note – full Terms of Reference available on request.

The purpose of the DCC is primarily to guide and support the Directors and core team in delivering on the aims and objectives of the DEAR Centre, according to the Centre's strategy, and to assist in reviewing and developing the strategy as the work of the Centre progresses. The DCC brings expert knowledge relating to the key themes of the Centre across disciplines, enabling the work of DEAR to span multiple research orientations. The DCC members represent a range of departments and units and connect the work of DEAR with these home departments/units, thus delivering on the Centre's interdisciplinary mission according to the status of Category 2 University Research Centre. DCC members, with the wealth of networks and connections, also bring a strength to the Centre in terms of building the scope for collaborative research, engagement and impact activities, and connecting the work of DEAR with relevant organisations. There are three DCC meetings per academic year.

DCC Membership:

- **Core DEAR Centre Team:** Director (Chair), Deputy Director (Chair in Director's absence), Centre Coordinator (DCC Secretary), other core members e.g. DEAR Centre PGR Research Assistants (while in post).
- **Key representative members:**
 - At least one key representative from each department/unit where substantial research or project work is occurring that is relevant to doctoral education and/or academia research.
 - One or two DEAR Doctoral and Postdoctoral Group representatives.
 - Membership of Key Representative Members will be revisited at the start of each DEAR year (i.e. in October), with department/unit representatives invited to continue or seek replacement, and the Doctoral and Postdoctoral Group representatives being selected based on the process in place for that group (stated in separate documentation). There is no maximum term, but in the case of a department/unit wishing to put forward more than one representative, an arrangement will be reached by discussion with the members of staff concerned and the Directors.

Role and responsibilities of DCC members:

- To take a proactive role in DCC by regularly attending and contributing to meetings and other DEAR events and initiatives, and progressing and completing assigned actions. To support with reporting responsibilities of DEAR.
- To advise on DEAR governance, finance and infrastructure, including DCC, AB, staffing, communications strategy and other matters as they arise. To review the DEAR budget and financial targets, and to support DEAR by seeking/advising on funding sources.
- To guide, support and bring ideas to the DEAR Centre stemming from relevant expertise and experience. This could include: contributing to the events programme,

co-hosting conferences, organising summer schools, collective publications, DEAR panels at conferences, and so on.

- To collaborate on funding bids and other DEAR projects, including identifying and sharing opportunities, guiding/mentoring applications, contributing to applications.
- To promote DEAR at the department/unit, institution and external (including international) levels, including badging DEAR on research project/doctoral and postdoctoral funding applications, project websites, relevant publications. This also includes representing the interests of DEAR on any internal or external committees that members are serving on, and attracting new affiliates to DEAR.
- To engage in and advise on collaboration between DEAR and other relevant groups, bodies, networks, centres and organisations, within and externally (including internationally) to Warwick. To support with the integration and recognition of the work of DEAR in relation to University strategic priorities.
- To support with the co-supervision/co-hosting of PGRs, postdoctoral fellow and visiting scholars, including collaborating on bidding for funding for these opportunities. To support the development of PGRs/postdoctoral fellows/visiting scholars.
- Where appropriate, to contribute to the development of DEAR's teaching provision offer, e.g. delivering guest sessions, collaborating on the development of new modules.

(b) DEAR Centre Advisory Board (AB)

Note – full Terms of Reference available on request.

The purpose of the AB is to provide expert insight and critical feedback on DEAR Centre strategy and activities in order to ensure the successful delivery of the Centre's key aims and objectives. The AB provides expert knowledge of the sector and research fields relating to the key themes of the Centre ranging across disciplines and country contexts, so as to ensure the relevance of the DEAR Centre's work to a wide audience. The AB connects DEAR to a range of research networks and relevant organisations, widening the scope for collaborative research and engagement and impact activities, and promoting the dissemination of DEAR Centre findings more broadly.

AB Membership:

- **Core DEAR Centre Team:** Director, Deputy Director, Centre Coordinator (AB Secretary), other core members e.g. DEAR Centre PGR Research Assistants (while in post).
- **DEAR Centre Collective (DCC):** Members of the DCC are invited to the meeting as representatives of DEAR.
- **AB members:** Key representatives who have substantial academic research expertise (potentially in addition to other relevant expertise e.g. in relation to policy or institutional practice) that is relevant to doctoral education and/or academia research.
- Two AB members will be invited by the Directors (in consultation with the DCC) to serve as co-chairs for AB meetings. Members will be selected with demonstrable experience of Chairing and advising a research centre advisory board or similar structure. The Co-chair role is for one three-year term, non-renewable (though a

return to the position of chair is possible with a one-term gap). Since the AB operates across two meeting slots to accommodate time zones, if possible one co-chair will chair each meeting slot. In the absence of any chair's availability for a meeting, the Director/s will invite another member of the AB to step in as chair for that meeting. Any concerns that chairs may have should be reported to the Directors in the first instance.

- Membership of the AB is on a three-year term which is renewable once (i.e. two terms). Members may return to membership after a break of one or more cycles if appropriate. At the end of the first three-year term, members will be asked to state their decision to remain on the AB or stand down. Members may also choose to step down during the three-year term, in which case a new member will be invited to join the AB. Members are recommended by the Directors and DCC members, and discussion of invitations will take place in DCC meetings. The AB will consist of c. 20 members.

Role and responsibilities of AB members:

- Take a proactive role in the AB by regularly attending and contributing to meetings and other DEAR events and initiatives, and progressing and completing assigned actions. To support with reporting responsibilities of DEAR where required.
- Advise the DEAR Centre on the current international concerns and topics with relevance to the work of the DEAR Centre; engage with and challenge the ideas and insights produced by DEAR Centre research.
- Provide a sounding board, feedback and suggestions for development with regard to the leadership, innovation and research significance of the DEAR Centre, including in response to DEAR Centre Annual Reports.
- To promote the work of the DEAR Centre within AB members' networks and to promote AB members' work and activities in the DEAR Centre networks and platforms.
- Assist in connecting the DEAR Centre with relevant institutions, organisations, policy bodies and so on.
- To assist in identifying potential risks and challenges for DEAR and advise on solutions and strategies.

5. Financial Responsibility

- (a) The financial responsibility for the Centre will be overseen by the Director and Deputy Director, in consultation with the DCC. Any external funding obtained to conduct Centre activities will be authorised by the Centre Director, and administered through the academic Department SELCS (Education Studies), subject to the University's financial regulations.