Charter of the Development & Relations Committee

The SURA Development & Relations (D&R) Committee will promote and oversee the development and relations activities of SURA, insuring that SURA’s D&R activities support SURA’s mission to grow the scientific capacity of the region and our nation, including the education and training of the next-generation scientists and engineers as well as the effective management and operations of major research facilities and instrumentation. This responsibility includes organizing and hosting special meetings and other activities to explore new opportunities, issuing solicitations and invitations that target formation of focus groups within, as well as beyond, SURA’s membership with the intent to pursue potential opportunities, reviewing and approving teaming agreements or like instruments with other legal entities as it deems appropriate and necessary to complement SURA’s strengths in launching new initiatives, identification of new D&R-focused activities, while protecting SURA’s tax exempt 501(c)(3) status. The Committee may also establish subcommittees to facilitate its work. The Committee will also solicit, screen and select recipients of SURA annual Distinguished Scientist Award for presentation at the Spring Board of Trustees meetings.

Responsibilities of the Development & Relations Committee

Responsibilities of the Committee:

• Identify and promote opportunities to expand existing collaborations or initiate new collaborations that build strategic alliances among SURA members and outside partners.

• Advance development activities/initiatives that support SURA’s mission, including the review and approval of teaming agreements, partnerships, and other arrangements, as deemed appropriate to fulfill its charge.

• Create scenarios to advocate for multi-institutional collaborations that complement the research and education interests of SURA’s membership.

• Advise and support commercialization of SURA technologies through government and/or industry partnerships.

• Oversee and support an effective external relations effort that promotes SURA’s mission and programs, and proactively advocates for the same as necessary and appropriate.

• Serve as SURA’s primary committee interface with the SURA Council of Presidents, helping to ensure alignment with shared institutional objectives.

• Solicit, screen, and select the recipient of the SURA Distinguished Scientist Award.

Approved by the SURA Board of Trustees
March 2014
Subcommittees

- In consultation with SURA’s President, the Committee may establish (and terminate) subcommittees to coordinate and lead potential initiatives being considered by SURA.

- Subcommittee Chairs are SURA Trustees and serve as members of the D&R Steering Group. At the invitation of the SURA Executive Committee, subcommittee chairs may participate in Executive Committee meetings reporting on areas of responsibility.

- The majority of subcommittee members are from SURA member universities with recognized research and educational capabilities related to the mission articulated in a subcommittee’s charter; additional subcommittee members may represent other organizations, as appropriate, in consultation with SURA’s President.

Responsibilities of the Steering Group:

- Set agenda and provide background to the Committee on development and relations activities and opportunities.

- Screen proposed new initiatives to ensure alignment with SURA’s mission and compatibility with SURA’s tax-exempt status.

- Prioritize initiatives in consultation with SURA’s staff, other committees and constituencies, as deemed appropriate and necessary.

- Communicate discussions and recommendations of the Committee to the Board of Trustees.

- Act on behalf of the full Committee when the full committee is not in session.

Structure of the Committee:

- Extended Committee:
  - One representative from each SURA member institution, as appointed by the university President.

  - Additional at-large members – not to exceed 25% of the SURA Board membership, from industry, other universities, national laboratories, or other organizations at the discretion of the Committee Chair, in consultation with SURA’s President.

  - Ex-officio members: SURA Board Chair and SURA President/CEO and/or designees of the same, and SURA Staff liaison.
• Steering Group of the Committee:
  • Subcommittee Chairs, nominated by the Committee and elected by the Board of Trustees
  • Up to 4 additional Trustees from the Committee, nominated by the Committee and elected by the full Board of Trustees
  • Up to 3 other Committee members (may be Trustee, Committee representative, or at-large member), nominated by Committee and elected by Board of Trustees
  • Ex-officio members: SURA Board Chair and SURA President/CEO and/or designees of the same, and SURA Staff liaison.
  • Except for the Chair, who shall serve a term consistent with his/her term as the Committee Chair, all other members of the Steering Group will serve three-year staggered terms. At the initial creation of the Steering Group, the Chair shall designate one-third of its members to serve a one-year term, one-third to serve a two-year term, and one-third to serve a three-year term. Steering Group members can serve unlimited successive terms.

• Chair of the Committee:
  • Also serves as Chair of Steering Group
  • Must be a SURA Trustee
  • Elected by Board of Trustees

• Vice Chair of the Committee:
  • Also serves as Vice Chair of Steering Group
  • Must be a SURA Trustee
  • Nominated by the Committee
  • Serves as Acting Chair when Chair is unable to serve or conflicted

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March 2014