

iTHEMBA Scientific and Technical Advisory Committee (STAC): TERMS OF REFERENCE

Purpose

To provide scientific and technical advice to the Managing Director of iThemba LABS in research, applied research and training and skills development to ensure that iThemba LABS fulfils its mandate. The Committee will be an advisory body with no fiduciary responsibilities.

Appointment of Members

The STAC members will be appointed by the Chief Executive Officer of the National Research Foundation (NRF) in consultation with the DCEO and the Managing Director of iThemba LABS. The Managing Director of iThemba LABS will call for nominations from the stakeholders of iThemba LABS and propose committee members to the CEO in consultation with the DCEO.

Scope and objectives of the Committee

The iThemba LABS Scientific and Technical Advisory Committee's (STAC) prime objective is to provide recommendations to the Managing Director on scientific and technical matters as well as on training and skills development taking into account the transformation objectives of the NRF. The committee will also provide advice on key projects initiated by the facility.

The Committee will ensure that the long term strategy of iThemba LABS is aligned to its mandate as well as to the strategic plan of the NRF and international developments.

STAC shall evaluate on a regular basis:

- The adequacy of the scientific capacity of the Facility
- The priorities of the research programme and the effective utilisation of facilities as well as the relevance of its current Strategy.
- The level of international collaborations
- The capability of the research infrastructure to deliver on the scientific programme, both for current and future needs
- The adequacy of the Training & Development Programme relative to skills development and the Transformation agenda of NRF
- The interactions between the Facility and all of its stakeholders in terms of being relevant to their needs.

Membership, Term of Office and Chair

Members of STAC will serve for a period of two years and no more than 2 consecutive terms. There will be a maximum of six (6) members of which one must be an internationally recognised scientist. The Chair and Deputy Chair will be selected by the members. The Managing Director of iThemba LABS together with the Deputy Director(s) will be ex Officio members of the Committee, iThemba LABS will provide the Secretariat.

The STAC will have members who are not employees of iThemba LABS and/or the NRF with:

- Some members being Senior Executive Management of universities that use the facilities
- Some members being experts in their field
- There being an expert representative from the South African Nuclear Medicine Community

Meetings

STAC shall meet at least once a year and minutes of such meetings will be compiled by the Secretariat in consultation with the Chair. A minimum of 4 of the 6 members must be present for a meeting to proceed. Should the Chair be unable to attend a meeting, the Deputy Chair will assume the Chairmanship of the meeting. A meeting will not proceed if both the Chair and the Deputy Chair are unable to attend.

The Chair may invite the DCEO and/or the CEO of the NRF to meetings of STAC. The Chair may also invite the Management of iThemba LABS and/or the NRF as well as external participants, in consultation with the Managing Director of iThemba LABS as guests of a particular meeting or as permanent guests