

Routes: Migration, Mobility and Displacement (Routes@Exeter) Research Network

Steering Group Terms of Reference

Purpose

The purpose of the Steering Group is to provide oversight and governance to Routes as an Exeter Research Network (as designated by the University of Exeter (“the University”). Routes brings together perspectives from a variety of disciplinary traditions to create new knowledge, and to intervene in debates, policy processes and practice on the issues of human mobility, migration and displacement. Routes is characterised by an academically informed, bottom-up approach, which combines diverse academic expertise with grassroots activism, collaboration with non-governmental organisations, and the direct voices of people who have moved or who are otherwise affected by (im)mobility.

The Routes Steering Group will:

- Advise on the strategic direction and priorities of Routes in the light of the University’s strategies and Routes’ vision, goals and objectives.
- Monitor and evaluate Routes’ performance, impact and outcomes.
- Support and advise the Routes Co-coordinators.
- Facilitate and promote collaboration, communication and engagement within and outside Routes.
- Identify and secure funding and partnership opportunities for Routes.
- Ensure that funding is used responsibly and effectively within University policies.

Membership

The Steering Group shall collectively meet the following criteria:

- All Routes Co-coordinators (Co-chairs).
- At least one academic member from each of the University’s faculties.
- One member from the University’s research and/or innovation services.
- At least two members who are early career researchers based at the University.
- Two members who are current University students.
- One member from a relevant external academic institution.
- One member from a relevant local/regional external partner (e.g. NHS trust, industry partner, charity).
- At least one member with direct lived experience of displacement.

The number of Steering Group members who are not Routes Co-coordinators shall constitute greater than 50% of the overall Steering Group membership.

The Steering Group may invite additional members or external experts. Membership will be reviewed annually to ensure appropriateness, balance, diversity and representation.

Roles and Responsibilities

The Co-chairs will:

- Lead and co-ordinate the activities of the Steering Group.
- Chair Steering Group meetings and ensure effective decision-making.
- Report to the University's Research Networks team and University senior management (as might be appropriate) on Routes' progress and achievements.
- Represent Routes and foster relationships with stakeholders.

The Steering Group members will:

- Attend and contribute to Steering Group meetings.
- Provide strategic guidance and feedback to the Routes Co-coordinators.
- Monitor and review Routes' performance, impact and outcomes.
- Identify and pursue funding and partnership opportunities for Routes.
- Support and promote Routes' activities and outputs.
- Review and agree these Terms of Reference on an annual basis.

Meetings

The Steering Group will meet twice per year or more frequently as may be required. Meetings will alternate between in-person and online, dependent upon availability. The Co-chairs will set the agenda for each meeting in consultation with other Steering Group members. The minutes of each meeting will be recorded and circulated to all Steering Group members.

Review

These Terms of Reference will be reviewed annually. These Terms of Reference will be circulated to Steering Group members and made available on the Routes website.

Last approved: Friday 15 November 2024