

Proposed Role and Structure of Development Committee
DRAFT 26 October 2006

Role of Development Committee:

- To provide a venue for member institutions to come together to discuss, plan and launch initiatives requiring multi-member participation; and,
- To promote ongoing SURA projects within and among members institutions and seek opportunities to expand these programs in terms of scientific quality and support; and,
- To build advocacy groups for SURA programs, working with programmatic leaders and vested Council leaders and their respective relations personnel and delegations; and,
- To support technology commercialization activities, including new private sector ventures, funding initiatives, and commercial licensing, for innovations evolving from Jefferson Lab, member institutions, and other SURA programmatic initiatives; until such time that these activities are matured to the point of becoming a separate SURA Program with its own committee.

Responsibilities of Development Committee:

1. Create a forum for SURA institutions and other prospective partners to discuss potential opportunities and new SURA-wide or multi-institutional programs, leveraging partnerships among SURA institutions and other entities where advantageous.
2. Identify sources of support to expand existing programs or initiate new programs among members and outside partners.
3. Launch programmatic and business development initiatives in support of the SURA mission.
4. Create mechanisms to advocate for SURA-wide or multi-institutional programs, working in collaboration with other SURA programmatic standing committees, Council members, and institutional relations staff.
5. Advise and support SURA on technology commercialization and other private sector partnerships, serving as a liaison with commercial entities as needed, until this program becomes stand-alone.

Responsibilities of Steering Group:

1. Set agenda and provide background for the Development Committee on programmatic and business development activities and opportunities.
2. Prioritize initiatives and recommendations from Development Committee for presentation to the Board of Trustees.
3. Communicate discussions and recommendations of the full Development Committee to the Board of Trustees, SURA Corporate, and other standing committees as appropriate.
4. Act on behalf of the full Development Committee when the full committee is not in session.

Structure of Development Committee:

1. Extended Development Committee consists of:
 - a. One representative from each SURA member institution, as appointed by the university President
 - b. Up to 25% additional at-large members from industry, other institutions, national labs, etc.
 - c. SURA President or designee ex-officio member.
2. Steering Group of up to 7 members:
 - a. 4 Trustees from Development Committee, nominated by Development Committee and elected by full Board of Trustees
 - b. Up to 3 other Development Committee members (may be Trustee, Development Committee representative, or at-large member), nominated by Development Committee and elected by Board of Trustees
 - c. President or designee ex-officio.
 - d. 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 two members to serve a one-year term, two members to serve a two-year term, and two members to serve a three-year term. Steering Group members can serve unlimited successive terms.
3. Chair of Development Committee:
 - a. Also serves as Chair of Steering Group
 - b. Must be a SURA Trustee
 - c. Elected by Board of Trustees