



Organisational Design of the UCT Neuroscience Institute located in the Faculty of Health Sciences

Governance

1. Governing Board

Advisory

2. International Scientific Advisory Committee

Leadership

3. Working Groups
 - 3.1. Neuroscience Investigators
 - 3.2. Neuroscience Platforms
4. Young Investigators Forum
5. Leadership Team

Management

6. Directorate

Membership



1. Governing Board

The Governing Board gives strategic advice to the Director and the Dean on the direction and management of the Neuroscience Institute (NI), as well as acting as advocates for the Institute. The Board receives reports from the Leadership Team via the Director, and from the International Scientific Advisory Committee (ISAC) via the ISAC Chair. The Board will meet annually, reporting to the University Research Committee (URC) which in turn reports to the University Senate. All appointments to the NI organisational entities listed below must be ratified by the Governing Board.

Members

- URC Chair; DVC for Research & Internationalisation, or nominee (Chair)
- A member of the URC, appointed by the URC
- Groote Schuur Hospital CEO
- Dean of the Faculty of Health Sciences
- Deans of other participating Faculties
- Institute Director
- Institute Deputy Director
- Two Institute Members, elected by the Institute Membership for 3 years
- Additional members at the discretion of the Chair

2. International Scientific Advisory Committee

The ISAC makes recommendations to the Governing Board and the Director on research strategy and scientific matters. Nominees are invited to serve on this committee by the Director, in consultation with the members of the Institute, and appointed by the Governing Board Chair for a period of 5 years, which may be renewable. The committee meets at the Institute every 2-3 years, with online meetings held at the discretion of the ISAC Chair.

3. Working Groups

Two Working Groups focus on the intersection of research questions and methods aligned with the NI Research Strategy, and work in a complementary manner to ensure implementation of this strategy. These Working Groups recognize the fact that the viability of an Institute such as the NI is due to the existence of strong research groups, with access to existing research facilities, while longer term success depends on ensuring sustainability of this foundation, mentoring emerging researchers, fostering collaboration between groups, and establishing new programs and infrastructure in areas of need.

The Director, in consultation with the Dean and the Chair of the Governing Board, nominates a Chair for each of these Working Groups who represents that Group on the Leadership Team. Members are appointed to either of the Working Groups by the NI Director in consultation with the Chairs of the Working Groups to represent recognised research groupings (whether or not formally accredited units) or research facilities. Meetings are held regularly and are open to all NI members.

3.1. Neuroscience Investigators Working Group

This is composed of Principal Investigators in the NI, or leaders of URC-accredited units or other generally recognised research groupings within the NI, as nominated by the Director in consultation with the Working Group Chairs. The purpose of this Working Group is:

- to share ideas about interdisciplinary research
- to provide intellectual leadership, support and mentorship for colleagues
- to ensure that the interests of investigators are represented on the NI Leadership Team

3.2. Neuroscience Platforms Working Group

This is composed of the directors or leaders of research platforms and facilities that are integral to the functioning of the NI, as nominated by the Director in consultation with the Working Group Chairs. The purpose of this Working Group is:

- to share knowledge, expertise and experience
- to encourage communication between facilities and foster collaboration
- to ensure that the interests of such facilities are represented on the NI Leadership Team

4. Young Investigator's Forum

This forum is comprised of early career fellows, postdoctoral researchers, postgraduate students (research and professional masters, doctoral) who share research, ideas on networking and interdisciplinarity implementation, as well as challenges related to the emerging research setting in South Africa and the Global South. This forum will be extended to a UCT cross-faculty, interdisciplinary institute forum, for emerging and young investigators. The Chair is elected from among the members of the Forum for a period of 2 years and serves on the Leadership Team.

5. Leadership Team

The Leadership Team is responsible for ensuring the NI is more than the sum of its parts, with members representing key areas of activity within the neuroscience community, as well as playing strategic and administrative roles.

The Leadership Team will meet monthly and have oversight of responsibilities such as finance, fundraising & sustainability, membership, people management and communication, mentorship & capacity development, health & safety, space, infrastructure, innovation & IP (incl data), core facilities, and monitoring & evaluation of the Institute's research strategy.

Members

- Institute Director
- Institute Deputy Director
- Working Group Chair: Neuroscience Investigators
- Working Group Chair: Neuroscience Platforms
- Chair: Young Investigator's Forum
- Research Enterprise Manager
- Facilities & Events (Ops) Manager

Day to day administration is the responsibility of the Directorate, comprising the Director, Deputy Director, Research Enterprise Manager and Facilities & Events (Operations) Manager.

The Director is responsible for development of the Institute's strategic and research plans, implementation of policy (vision and mission), fundraising, communication and promotion of the Institute's objectives.

It is likely that as an Institute grows in complexity, additional subcommittees or task teams may be required. This will be determined by the Leadership Team on a needs basis, with clearly defined objectives.

6. Directorate

The Directorate comprises the Director, Deputy Director, Research Enterprise Manager, Facilities & Events (Operations) Manager and other key support staff.

The role of the Director is to provide intellectual and strategic leadership, to play a leading role in research, teaching and public engagement on neuroscience-related services, policies and laws that affect South Africans. Further, to attract and develop members and to build and maintain collaborative relationships whilst raising funds to support the work of the Institute. The Director reports to the Dean, and represents the needs of the Institute in Faculty and University structures.

The role of the Deputy Director is to support the Director in developing and implementing the scientific strategy of the Institute with a view to attracting major international funding and ensuring the sustainability of the Institute, managing key portfolios, and deputizing as necessary.

