



Academic Membership Policy

Contents:

1. Membership Policy Objectives.....	2
2. Benefits and Obligations.....	2
3. Criteria for Membership.....	2
4. Application for Membership.....	2
5. Review of Membership.....	3
6. Termination of Membership.....	3
7. Appendix 1 – Forms.....	4

1. Membership Policy Objectives

- 1.1 The primary objective of this policy is to clearly outline and document the criteria and procedures which apply to membership of the National Centre for Sensor Research.
- 1.2 A further objective of this policy is to highlight the benefits and obligations arising from membership of the NCSR.
- 1.3 This policy reflects the ethos of the Centre and its strategic objectives as outlined in the current strategic plan.

2. Benefits and Obligations

2.1 Benefits of NCSR membership include:

- 2.1.1 Priority access to laboratories and facilities;
- 2.1.2 NCSR name and reputation;
- 2.1.3 NCSR technical support;
- 2.1.4 NCSR administrative support;
- 2.1.5 NCSR education programme.

2.2 In return for the benefits of membership NCSR members are expected to:

- 2.2.1 Have his / her name included in the NCSR list of members;
- 2.2.2 Identify NCSR on all papers and proposals;
- 2.2.3 Engage in research which is consistent with and supports NCSR strategic research interests;
- 2.2.4 Maintain NCSR laboratories and equipment at the appropriate standard;
- 2.2.5 Facilitate and participate in lab tours and presentations as requested;
- 2.2.6 Provide support information (eg. research activity reports etc.) as reasonably requested.

3. Criteria for Membership

3.1 The criteria for membership of the NCSR are as follows:

- 3.1.1 Demonstrable track record or potential in an area relevant to at least one of the NCSR's core competencies as set out in the current strategic plan;
- 3.1.2 Commitment to carry out research falling within in one or more of the NCSR's identified core competencies;
- 3.1.3 Agreement to adhere to the NCSR Membership Policy.

4. Application for Membership

4.1 Membership of the NCSR is at the sole discretion of the NCSR Management Committee, provided that membership shall not be unreasonably withheld where all of the criteria for membership have been met.

- 4.2 An application for membership of the NCSR shall be made on the NCSR Academic Membership form (see Appendix 1) and submitted to the NCSR Management Committee.
- 4.3 Each application for membership shall be considered by the Management Committee and a decision on membership shall be communicated promptly to the applicant.
- 4.4 Where the Management Committee turns down an application for membership the reason or reasons for refusing membership shall be communicated to the applicant.

5. Review of Membership

- 5.1 The Management Committee shall be entitled, at any time, to consider whether or not the criteria for membership continue to be met by each or any member.
- 5.2 The Management Committee shall review overall membership of the NCSR on a periodic basis, at least every two years.
- 5.3 As part of any review process the Management Committee may request that current members re-affirm that they wish to retain NCSR membership.

6. Termination of Membership

- 6.1 A member may resign membership of the NCSR at any time, provided that any such decision is communicated in writing to the Management Committee.
- 6.2 Where a member is no longer meeting the criteria for membership, the Management Committee may decide to terminate membership.
- 6.3 Membership shall not be terminated without the member in question being provided with an opportunity to be heard and to rectify any failure to meet the criteria for membership.

Appendix 1 – Sample Forms

A.1 - Academic Membership Application Form

A.2 - Academic Membership Agreement (re-affirming membership)



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ACADEMIC MEMBERSHIP APPLICATION FORM

Name: _____ Date: _____

Address: _____ Tel. No(s): _____

1. **Please describe your areas of expertise relevant to NCSR research programmes and your proposed contribution to those areas:**

2. **Please state your primary core competency affiliation:**

3. **Supporting Documentation:**

- (a) Please submit a copy of your CV and
(b) A letter of support from at least one current NCSR member in the core competency area you have selected.

4. **Any other comments relevant to your application:**

NOTE: Applications for membership will be evaluated at the NCSR's Management Committee Meetings. In order to be processed on time, application forms and supporting documentation should be submitted no less than **one week before** the scheduled Management Committee Meeting. For information on the schedule, please contact Mary Comiskey at the above tel. number/e-mail.



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NCSR ACADEMIC MEMBERSHIP AGREEMENT*

1. **Name of NCSR Academic:** _____ wishes to re-affirm academic membership of the NCSR. The principles of membership are that NCSR academic members would benefit from:
 - (a) NCSR name and reputation.
 - (b) Priority access to laboratories and facilities.
 - (c) NCSR Technical support.
 - (d) NCSR Administrative support.
 - (e) NCSR Education Programme

2. In addition, an NCSR academic member is expected to:
 - Have his/her name included in the NCSR's list of members.
 - Use NCSR's name on papers and proposals.
 - Engage in research which is consistent with and supports NCSR strategic research interests;
 - Maintain NCSR's laboratories at the appropriate standard.
 - Participate in lab tours and presentations as requested.
 - Provide support information (research activity reports etc.), as reasonably requested.

3. The NCSR Management Committee will review this agreement every two years.

Signed:

Prof. Brian MacCraith
Director, NCSR

NCSR Academic

Date:

Date:

* For DCU-based NCSR academic members.