

# NUFFIELD DEPARTMENT OF CLINICAL NEUROSCIENCES

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## NDCN Engagement & Impact Committee Terms of Reference

### Mission

The Engagement & Impact Committee has a remit to advise the Head of Department (HoD), Strategy Group (SG), and Senior Management Group (SMG) on engagement and impact matters. The Committee aims to ensure that NDCN maintains a high-quality engagement strategy reflecting the world leading research across the department and maximising opportunities for NDCN research to shape culture, business, policy, and clinical practice.

### Meetings

The committee will meet four times a year.

### Terms of Reference

- To develop and monitor departmental strategic plans for engagement and impact
- To discuss specific significant engagement or impact-related projects or initiatives and report on them to the SMG, SG, and HoD
- To discuss any relevant learnings from other University engagement and impact networks, and apply them to the departmental context
- To ensure that people know where to go for help and advice with their engagement and impact activity including how to get information about relevant policies and resources
- To oversee the management of the NDCN Public Engagement Fund
- To ensure that the work of the department is easily accessible to patients, carers, and interested members of the public, specifically focussing on the specialisms that are well represented
- To record and help evaluate engagement and impact activity
- To ensure that engagement and impact activities are, where relevant, informed by the work of the People & Culture Committee and its constituent parts