

**JAMES COOK UNIVERSITY**  
**RESEARCH COMMITTEE**  
**MEETINGS – AGENDA PREPARATION DEADLINES – 2024**

SET AGENDA	MATERIALS TO SECRETARIAT	AGENDA DISTRIBUTION	MEETING DATE
<b>9 JANUARY</b>	<b>TUESDAY</b> <b>23 JANUARY</b>	<b>TUESDAY</b> <b>30 JANUARY ARCH</b>	<b>1.00 PM</b> <b>TUESDAY</b>
<b>10 APRIL</b>	<b>24 APRIL</b>	<b>1 MAY</b> <b>JULY</b>	<b>19 MARCH</b>  <b>8 MAY</b> <b>(WEDNESDAY)</b>
	<b>6 AUGUST</b>	<b>13 AUGUST</b>	<b>20 AUGUST</b>

**SET AGENDA EMAIL:**

- CHAIR, RESEARCH COMMITTEE [DEPUTY VICE CHANCELLOR, RESEARCH]
- DEAN, RESEARCH
- DEAN, GRADUATE RESEARCH
- DIRECTOR, RESEARCH AND INNOVATION SERVICES
- MANAGER, RESEARCH STRATEGY AND PERFORMANCE
- SECRETARY