

Waite Research Institute Membership Policy

1. Purpose and Scope

This Membership Policy establishes the framework for membership of the Waite Research Institute (WRI), defining membership categories, eligibility, benefits and responsibilities to support a cohesive community of researchers and partners aligned with WRI's strategic objectives in the agrifood and wine sectors.

This policy applies to all Adelaide University staff, HDR students and external partners who seek, hold, or manage WRI membership and is to be read in conjunction with the University Research Institutes and Centres Policy and associated procedures/Membership Charter.

2. Governance and alignment

WRI is an Adelaide University Research Institute building on the foundation of the Waite Agricultural Institute, established in 1924 and subsequently re-established in 2009/2010 in its current form. It is now managed under the University Research Institutes and centres Policy and Procedures, with oversight by the Deputy Vice-Chancellor Research and Innovation or equivalent role.

The WRI Director is responsible for implementing this Membership Policy with operational support from the Deputy Director, Institute Manager and Executive Officer and for providing membership data and outcomes into WRI's annual reporting and periodic strategic reviews.

3. Membership objectives

WRI membership is intended to:

- Build an active, visible community of researchers and partners whose work contributes to WRI's goals across agrifood and wine value chains.
- Enhance collaboration across Schools, Colleges, University Research Centres and external organisations, in line with university expectations for research institutes to foster external and international partnerships and impact pathways.
- Provide a mechanism for recognising contributions to WRI's strategic initiatives, governance, mentoring, training and engagement activities.

4. Membership categories, criteria and expectations

Aligning with The Research Institute and Centres Interim Procedure, WRI uses four membership categories, with criteria, benefits and responsibilities formalised in a Membership Charter (companion document).

4.1 Full Member

Eligibility (required to satisfy at least 2 of the top 3 dot points)

- Academic staff (all Levels A-E) of Adelaide University who are research active in areas relevant to agrifood and wine areas and WRI goals.

- Leads, or co-leads a research group or major program that aligns with WRI's strategic themes.
- May or may not lead a distinct research group but demonstrate developing independence and alignment with WRI strategy, advancing Adelaide University's research reputation and impact through their own research excellence, innovation and translation.
- Engage productively with research partners and key external stakeholders.
- Can be a Full Member of WRI and a member of an externally funded research centre.
- May hold Associate membership with another Institute or Research Centre, recognising that their primary membership and affiliation remain with WRI (Full Member).
- Funded fellow from internal or external schemes (e.g., ARC, GRDC, Mortlock, Marie Curie).

Key benefits

- Eligibility for WRI strategic funding, initiative support and leadership development programs. Priority access to WRI support for major bids (e.g., centres, hubs) and for hosting strategic events and workshops.
- Access to travel support for invited guests and workshop facilitation.
- Priority access to the in-kind support of the WRI Professional Team for planning, coordination, and stakeholder engagement.
- Access to WRI programs (e.g., seed funding, mentoring, networking).
- Increased visibility of research success through WRI communication channels, including social media and the WRI website.
- Promotion of research profile on website.
- Priority access to speaking opportunities in the WRI Seminar Series.
- Inclusion in the WRI Fellows Network (if appropriate).
- Opportunities to contribute to WRI's strategic direction, including participation in key discussions and initiatives.

Key responsibilities

- Contribute to WRI strategic planning, mentoring and training as requested by the WRI Director.
- Engage regularly with WRI events and networks and provide information on outputs and achievements for WRI reporting.
- Acknowledge WRI in all relevant research outputs and external communications and contribute to a collegial, inclusive research culture.

4.2 Associate Member

Eligibility

- Researchers, internal or external to Adelaide University who are research active in areas that intersect with the agrifood and wine areas and WRI goals but do not meet the criteria to be a Full Member.
- This category includes academic staff, graduate researchers, Emeritus academics, professional research staff, honorary title holders and adjuncts.
- Participate in relevant capacity-building activities and events, and professional development opportunities offered by the WRI.
- Maintain an active association with the WRI and uphold its mission to advance impactful research and foster external engagement.
- Can be an Associate or Affiliate Member of another Adelaide University Research Institute or Centre.

Key benefits

- Eligibility for WRI strategic funding, initiative support and leadership development programs.
- Access to WRI support for major bids (e.g., centres, hubs) and for hosting strategic events and workshops.
- Access to select WRI programs (e.g., mentoring, networking).
- Inclusions in WRI communications and promotion, listing on WRI website and annual reporting.

Key responsibilities

- Engage with and contribute regularly to selected projects, WRI events and networks, or collaborations and provide information on outputs and achievements for WRI reporting.
- Contribute to selected research programs, major initiatives or external stakeholder partnership activities led by Research Leaders and or Full Members of WRI.
- Participate in relevant capacity-building activities and professional development opportunities offered by WRI.
- Acknowledge association with WRI in representations connected to Institute membership, including publications.

Associate Members, including graduate researchers, who demonstrate an interest in aligning their research with the WRI priorities and who meet the eligibility criteria may apply to progress to Full Member.

4.3 Affiliate Member

Eligibility

- Open to external researchers, collaborators and professionals who do not meet the criteria for Associate Membership but can support the WRI's broader research priorities and goals.
- This category includes honorary or adjunct appointees, Emeritus academics, industry partners, collaborators from other academic institutions or sectors, and individuals who can contribute to the development of the WRI through support and promotion.
- Can be an Associate or Affiliate Member of another Adelaide University Research Institute or Centre.

Key benefits

- Access to WRI in-kind support for related research activities supporting areas relevant to agrifood and wine focus areas and WRI goals, aligning with WRI's strategic priorities.

Key responsibilities

- Participate periodically in WRI activities, including attendance at events and contribution to external advocacy efforts.
- Engage in collaborative initiatives where appropriate, such as research projects, joint funding applications, or knowledge exchange with Research Leader Members, Full members and or Associate Members.
- Maintain an active affiliation with WRI and uphold its mission to advance impactful research and foster external engagement.

5. Application, Review and Cessation

5.1 Application Process

- Prospective members review the WRI Membership Policy and Charter to identify the appropriate membership category.
- Applications are submitted via an online form hosted on the WRI website and must include evidence addressing the criteria.
- Affiliate or Associate Members to have their application endorsed by a Research Leader or Full Member.

5.2 Assessment and approval

- Applications are assessed by the WRI Membership Committee (or equivalent), chaired by the WRI Director or delegate.
- Decisions are made against criteria/alignment with WRI strategic direction and objectives, and potential for the applicant to contribute to the WRI's success.
- Applicants will be advised of the outcome of their application and members will receive a Welcome Pack.
- Membership normally commences for a fixed term (e.g., three years for staff/category of member).

5.3 Review and renewal

- Membership status and engagement will be reviewed periodically (e.g., every three years) to ensure continued alignment with WRI goals and the University Research Institutes and Centres Policy principles around performance, impact and evolution.
- Members may be asked to provide updated CVs, publication lists, collaboration summaries and impact statements as part of review.
- Membership renewals will be processed twice per year, typically in January and July. Members whose terms are due to expire within the following six months will be contacted during these renewal windows to confirm ongoing eligibility and commitment to renew.
- Membership terms will continue from the original start date and be extended in three-year increments, regardless of the timing of the renewal process.

5.4 Change in level of membership

A member may apply for a change to their membership category at any time if they meet the eligibility criteria as outlined in the WRI membership Policy. Applications will be reviewed and membership will be determined by the WRI Director (taking advice from the WRI Executive Team if required).

5.4 Suspension and termination

- Membership may be suspended or terminated by the WRI Director (or delegate) where eligibility is no longer met, engagement is minimal over an extended period, or conduct is inconsistent with University policies and codes.
- Members may resign at any time by written notification; WRI will retain necessary records for reporting in line with university policy.

6. Benefits of Membership

Members will benefit from professional recognition through affiliation with the Institute, opportunities for career development and participation in governance, a collaborative research environment and access to resources and strengthened institutional relationships.

Full members will be eligible for a range of targeted strategic funding and initiatives to support the development of competitive research proposals and the communication and translation of research findings.

All members must commit to WRI's Membership Charter, and in doing so confirm their agreement with this policy and associated procedures. All members must maintain and up-to-date profile in WRI's and their respective institution or organisations (if applicable) membership database.

Adelaide University staff who are members of WRI will continue to be accountable to the supervisor of their substantive position within the College, Division and or School while being responsible to the WRI Director for work within the scope of Institute activities.

7. Roles, responsibilities and reporting

The WRI Director is responsible for ensuring membership data and engagement outcomes inform WRI's Annual Report, WRI's Strategic Plan 2026-2029 and University-led review processes for research institutes.

Members are responsible for keeping contact details current and for responding to reasonable WRI request for information to support reporting, evaluation and external engagement.

The WRI Director or delegate is responsible for aligning its Membership Policy with the Adelaide University's Research Institutes & Centres Policy.

8. Policy administration

Policy Custodian: WRI Director, reporting via the Pro Vice-Chancellor (Research Excellence) in line with Adelaide University Research Institutes and Centres Policy governance arrangements.

Review: this membership Policy will be reviewed at least every three to five years, or earlier if required by changes to Adelaide University policy or WRI's strategic direction.

Eligibility Overview

Eligibility	Full Member	Associate Member	Affiliate Member
Adelaide University academic	✓ (A–E)	✓	✗
External researcher / industry	✗	✓	✓
Leads/co-leads research programs	✓	✗	✗
Active researcher aligned with agrifood and wine sectors/WRI	✓	✓	✓ (supporting role)
Primary membership/affiliation with WRI	✓	✓ / ✗	✗
Can hold Associate membership elsewhere	✓	✓	✓

Key Benefits Overview

Benefits	Full Member	Associate Member	Affiliate Member
Strategic funding eligibility	✓	✓	✗
Initiative support	✓	✓	✗
Leadership development programs	✓	✓	✗
Support for major bids (Centres/Hubs)	✓ priority	✓	✗
In-kind support from WRI Professional Team	✓ priority	limited	limited (related activities)
Access to WRI programs (mentoring, networking, seed funding)	✓	selected	✗
WRI communications & promotion	✓ high visibility	✓	✗
Profile on WRI website	✓	✓ (listing)	✗
WRI Fellows Network	✓	✗	✗
Seminar Series speaking opportunities	✓ priority	By invitation	By invitation
Travel support for invited guests/workshops	✓ priority	By invitation	By invitation

Key Responsibilities Overview

Responsibilities	Full Member	Associate Member	Affiliate Member
Contribute to WRI strategic planning	as requested	×	×
Governance, mentoring, training	as requested	×	×
Engage in WRI events & networks	✓	✓	periodic
Provide outputs/achievements for reporting	✓	✓	×
Acknowledge WRI in outputs	✓	✓	where appropriate
Collaborate on WRI projects/initiatives	✓	✓	where appropriate
Uphold WRI mission and external engagement	✓	✓	✓

Policy Custodian	WRI Director
Responsible Policy Officer	WRI Institute Manager
Approved by	WRI Director
Effective from	1 June 2026
Review Date	31 May 2027
Contact for queries about the policy	wri@adelaide.edu.au