



Department of Governance

GLASGOW CALEDONIAN UNIVERSITY		
UNIVERSITY RESEARCH COMMITTEE		
Minutes of the meeting held on 25 January 2017		
Present:	Ms J. Broadhurst, Dr G. Cassidy, Professor C. Donaldson (Chair), Professor R. Emmanuel, Dr L. Gray, Professor J. Harris, Professor B. Hughes, Professor S. Hutchinson, Dr P. Martin, Mr B. Oyemomi (<i>vice</i> Mr C. Daisley), Professor O. Pahl, Professor B. Steves, Professor J Woodburn	
In attendance:	Mr P Woods (Secretary)	
Apologies:	Mr M. Anderson, Professor R. Baker, Professor I. Cameron, Professor J. Lennon, Professor A. Morgan	
MINUTES		
016.075	Considered	The unconfirmed minutes of the meeting held on 2 November 2016 (REC16/19/01).
016.076	Resolved	That the minutes be approved as a correct record.
MATTERS ARISING		
<ol style="list-style-type: none"> 1. <i>Research Strategy Refresh (Arising on RCM06.xxx)</i> 2. <i>Role Profiles For Senior Postgraduate Research Tutors/Postgraduate Research Tutors (Arising on RCM 16.xxx).</i> 3. <i>Unsatisfactory Academic Progress Policy and Procedure (Arising on RCM 16.xxx).</i> 		
016.077	Reported	<p>By the Secretary that:</p> <ol style="list-style-type: none"> 1. <i>The Senate version of the revised Strategy was included on part C.</i> 2. <i>The Profiles would be discussed by PVCR and Deans.</i> 3. <i>The Unsatisfactory Academic Progress Policy and Procedure had been updated in line with the URC requirements and was now in operation.</i>
REF (2021) MANAGEMENT GROUP		
016.078	Considered	A proposed composition and membership of the REF Management Group and RMG subgroups (REC16/20/01).

016.079	Reported	By the Chair that a formal membership and subgroup membership have been drawn up based on the REF 2014 Code of practice with a slight expansion of membership. If the proposal was approved by URC it would then go to the University Executive Board for their approval. The REF Code of Practice for 2021 would be developed in line with the REF guidance due to be published in summer 2017.
016.080	Resolved	That the composition and membership of the REF Management Group and RMG subgroups be approved.
REF CONSULTATION RESPONSE		
016.081	Considered	The draft GCU response to the HEFCE consultation on REF (REC16/22/01).
016.082	Reported	By the Chair that there were 44 questions and 44 draft responses to these questions. He reported feedback from a recent REF consultation event which had been useful in gauging attitudes from the sector to these questions. Some aspects were causing concern, in particular the prospect of using HESA cost centre codes to map staff to UOAs and the potential inclusion of non-active staff.
016.083	Discussion	Members discussed the detail of the draft response and agreed that staff implications where it impinged on employment status, allied to the potential increase of burden on HEIs of the proposed methodology were the key factors and the draft responses were an appropriate summation of the GCU position. The question relating to broadening impact definitions was (question 20) was considered to be problematic in relation to general advice that UK government attitudes were largely in line with REF 2014 impact definition. On fractional contracts, members could appreciate the intention to stop game-playing but felt there could be wider unintended consequences.
016.084	Resolved	That members provide any further feedback to the Chair by 8 February.
PGRS REVIEW OF EMPLOYMENT REQUIREMENTS UPDATE		
016.085	Considered	A verbal update on implementation of Employment Requirements for PGRS.
016.086	Reported	By Dr Gray that he had drafted a form to facilitate the process for Schools and the next step was a meeting of the implementation group to consult on this and the process more widely. The aim was to get the process in place for the start of session 2017-18 and to ensure it was implemented effectively.
016.087	Resolved	That the progress report be noted.
UNIVERSITY INNOVATION FUND		
016.088	Considered	SFC guidance on the arrangements for the University Innovation Fund (REC16/21/01).
016.089	Reported	By the Chair that the response to SFC gave details of GCU local arrangements in relation to the University's UIF spend. The response was structured around current priority actions and updated the 2016 response. Additional comments

		from Strategy and Planning, the ADRs and some Executive Board members had been incorporated.
016.090	Resolved	That any final comments are sent by close of play 26 January.
PHD STUDENTSHIP PROCESS REFRESH		
016.091	Considered	A paper outlining a refresh of the University's PhD Studentship Process (REC16/25/1).
016.092	Reported	<p>By Professor Steves apologized for tabling the draft process paper but she felt it would be helpful to get URC feedback before the final process was implemented. She stated that the intention of the refresh had been to simplify the process. The allocations listed on page 3 were provisional.</p> <p>The process would be to invite project submissions (for 2017 this would be up to 13 February) in a general call. Thereafter a School/Research panel would select the projects to fund from their allocation.</p> <p>The selection criteria specified the following:</p> <ul style="list-style-type: none"> • Fit with Research Strategy and themes • Support for ECR and supervisory capacity • REF 2021 standard and potential impact <p>Supervisory criteria was also emphasized:</p> <ul style="list-style-type: none"> • One member of the supervisory team must have 1 previous successful completion as DoS or second supervisor. • A DoS from 2015-16 funded project should normally second or third supervisor for any successful project in this round. <p>Mentorship of ECRs was also emphasized. In terms of timescales the deadline for project submissions would be 13 February, projects advertised 27 February and process completed by June 2017.</p>
016.093	Discussion	<p>Members discussed the timelines and whilst there was general recognition that these were tight they were manageable. It was agreed that preparations should begin earlier next session.</p> <p>One member stated that alignment to potential UoAs would be beneficial for future REF narratives.</p>
016.094	Resolved	That Professor Steves and Professor Pahl be thanked for revising the process.
LIVE ISSUES		
016.095	Considered	Other issues to report not otherwise dealt with on the agenda.
Carnegie Scholarships		
016.096	Reported	By the Chair that there were three submission places available to the University

		<p>from the Carnegie Trust and therefore three GCU applications were invited.</p> <p>The deadline for submission of applications to the Carnegie Trust was 28 February 2017.</p>
016.098	Resolved	<ol style="list-style-type: none"> 1. The call for applications is via ADRs for this round (Action: ADRs). 2. Final decisions would be made by a University-wide panel, comprising the ADRs and Director of the Graduate School (Action: ADRs). 3. That there is an open call for future rounds (Action: Director of Graduate School).
Athena Swan		
016.099	Resolved	The Chair to ask Chair of Steering Group if there should be a standing item on the URC agenda (Action: PVC).
HR Excellence in Research		
016.100	Reported	By Professor Steves that the year 4 review was due in November 2017 and this would require reconvening CREDO and progressing the action plan.
Symposium Celebration of Research		
016.101	Reported	By Ms Broadhurst that there would be a Celebration of Research Symposium on 5 May, arranged by PGR student leads and the Graduate School. Wider input from supervisors and other PGR students would be welcomed.
RESEARCH STRATEGY REFRESH		
016.102	Received	The Research Strategy Refresh paper presented to Senate on 9 December 2016 (S16/24/1)
RCUK FUNDING ASSURANCE REPORT		
016.103	Received	The RCUK Funding Assurance Glasgow Caledonian University (GCU) Assurance Assignment Report 2016-17 (RDC16/24/01)
RESEARCH DEGREES SUBCOMMITTEE		
016.104	Received	Minutes of the meeting held on 12 October 2016 (RDC16/12/01)
SCHOOL RESEARCH COMMITTEES		
016.105	Received	SHLS Research Committee minutes 5th October 2015 (HLSRC16/03/1)