

GLASGOW CALEDONIAN UNIVERSITY

RESEARCH COMMITTEE

Minutes of the Meeting held on 28 September 2011

PRESENT: Professor F. Cheater, Professor C. Donaldson, Professor D. Harrison, Professor B. Hughes, Professor R. MacDonald, Professor J. Marshall, Professor A. McKay, Professor S. Scott (Chair), Professor B. Steves, Professor B. Stewart, Professor J. Tombs, Professor J. Stewart

APOLOGIES: Professor P. Flowers, Dr R Wheate, Ms D Boden (Director of Library Services)

IN ATTENDANCE: Professor J. Craft, Dr L. Gray, Mr P. Woods (Secretary)

MINUTES

011.01 Considered: The unconfirmed minutes of the meeting held on 18 May 2011 (**REC11/1/1**).

011.02 Resolved: That subject to a minor amendment to the attendance list, the minutes be approved as a correct record.

MATTERS ARISING

011.03 Considered: Any matters arising on the above minutes not considered elsewhere on the agenda.

011.04 Reported: By the Chair that the Peer Review College for Research had been launched and that members were encouraged to return their forms to the Committee Secretary.

11.05 Reported: By the Secretary that the PhD Studentship report would be brought to the next meeting.

CHAIR'S REPORT

011.06 Reported: By the Chair that a response to the Scottish Government's consultation *Putting Learners at the Centre – Delivering our Ambitions for Post-16 Education* was due on 23 December 2011. Issues raised included research concentration and access. The University would engage seriously with the consultation and the Chair recommended that members read the paper and send her any feedback to inform a response.

RESEARCH EXCELLENCE FRAMEWORK 2014

011.07 Considered:

1. **The University draft response to REF panel guidance** (**REC11/2/1**).

011.07 Reported: By Professor Marshall that the REF team had done a good job in preparing submission guidance but the effect of the proposed panel-specific guidance was to lessen clarity and introduce unnecessary inconsistency. There was a number of specific issues to highlight in this respect:

- i) Cross referrals: some panels would accept cross referred outputs and others not.
- ii) Double weighting: panels were inconsistent in terms of defining what would be double weighted. Also some panels allowed a “reserve” to be submitted and others did not. It was not clear why a reserve should be allowed in any case.
- iii) Impact: three out of four main panels had provided useful lists of the type of impact they would expect to see. It would seem reasonable and useful to have a similar list for all Main Panels.
- iv) Individual staff circumstances: the periods proposed in terms of absence from work were questionable and should be simplified.
- v) Co-authors: there is, again, a large degree of variance in the approach of panels to co-authored publications.
- vi) Citations: there should be greater clarity on where and to what extent citations will be used and the proposed use of *Google Scholar* as a bibliometric tool in one subpanel only is in contradiction of REF guidance.

011.08 Resolved: That the draft response be approved subject to minor amendments.

Secretary's note: Sections 011.09 to 011.17 of the minutes are withheld from open business and Freedom of Information until 29 November 2013 as their disclosure could substantially prejudice the University's commercial interests.

2. **REF Submission Management arrangements (REC11/5/1).**

011.18 Reported: By Professor Marshall that it was proposed that a number of groups be established to manage the REF submission arrangements, reporting to the Research Committee:

REF 2014 Management Group: a subgroup of the University Research Committee comprising the PVCr (as chair), Director of Academic Research Development and Associate Deans (Research).

REF Impact Group: this would be an academic group reporting to the REF management group but with input from an administrator (assisting in finding evidence), Marketing and Communications, the Library and RIE. The group would primarily involve research leads and would be chaired by the Director of Academic Research Development.

This group would focus on impact stories and usable impact.

REF Data Management Group: also reporting to the REF Management Group, this group would manage REF 2014 data requirements, with membership drawn from School Research Administrators, RIE, the Graduate School, Finance Office and HR. The Director of Academic Research Development would chair this group.

011.19 Resolved: That the REF 2014 management arrangements be approved.

3. **A summary of the key features of the assessment framework and guidance on submissions (REC11/6/1).**

011.20 Reported: By Professor Marshall that the key changes were: definition of research had changed to being “effectively shared” reflecting the impact agenda of the UK and Scottish Governments. There were fewer UoAs than in RAE 2008, a greater emphasis on transparency of decision making, greater detail required on staff development for ECRs, and HESA data will be used i.e. our submission to REF 2014 must be consistent with the HESA return and the Committee will have to address this issue.

011.21 Resolved: That the report be noted.

6. **Equality and Diversity code of practice: guidance for institutions (REC11/7/1).**

011.22 Reported: By the Chair that the issue would have to be revisited and should be addressed, in the first instance, by the REF 2014 Management Group.

011.23 Resolved: That the guidance be noted.

OTHER ACTIVITY INDICATORS

011.23 Considered: The draft University return to the Scottish Funding Council (**REC11/8/1**).

011.24 Reported: By Professor Marshall that the draft was incomplete as HR data on research assistants was missing.

011.25 Resolved: That Professor Marshall the final version be brought back for information.

RESEARCH INFORMATION MANAGEMENT SYSTEM

011.26 Reported: By Professor Marshall that the PURE system had now been purchased and the implementation phase had begun in July. Despite some initial problems, the project was still on schedule and it was hoped that it would remain so for a November launch. Input from colleagues would be required during the set up phase.

ACHIEVING THE EUROPEAN COMMISSION “HR EXCELLENCE IN RESEARCH” BADGE

011.27 Considered: Further details and notification of submission deadline of 28 October 2011 (**REC11/9/1**).

011.28 Reported: By Professor Steves that the gap analysis and action plan was required for 28 October. The work would be undertaken by herself in collaboration with Professor Marshall and the Associate Deans for Research.

COMMITTEES REPORTING TO THE UNIVERSITY RESEARCH COMMITTEE

011.29 Considered: Arrangements for the reporting lines to the University Research Committee from School Committees and other Senate Standing Committees (**REC/11/10/1**).

011.30 Resolved: That the issue be revisited at the next meeting.

LIVE ISSUES

011.31 Resolved: That there were no live issues to report.

TERMS OF REFERENCE

011.32 Approved: The Terms of Reference of the Committee (**REC06/2/4**).

COMPOSITION AND MEMBERSHIP

011.33 Considered: The revised Composition and Membership of the Committee (**REC11/11/1**).

011.34 Resolved: To provisionally approve but revisit in tandem with REC11/10/1.

Research Committee Annual Report

011.34 Considered: The Research Committee Annual Report 2010-11 (**REC11/12/1**).

011.35 Resolved: That the report be reviewed and a final version agreed by the Chair.

RCUK Reporting Requirements

011.36 Received: The revised reporting requirements by RCUK (**REC11/13/1**).

Ethics Subcommittee

011.37 Received: Confirmed minutes of the meeting held on 10 November 2010(**EC10/1/1**).

University Research Committee – Meeting Schedule for session 2011-1012

011.38 Received: The schedule of meetings for 2011-2012 (**REC11/14/1**).