

GLASGOW CALEDONIAN UNIVERSITY

RESEARCH COMMITTEE

Minutes of the Meeting held on 24 October 2012

PRESENT: Professor F. Cheater, Professor P. Flowers, Dr L. Gray, Professor D. Harrison, Professor M. Mannion (Chair), Professor J. Marshall, Professor S. McMeekin, Professor D. Smith, Professor B. Steves, Professor B. Stewart, Professor J. Stewart, Professor J. Tombs,

APOLOGIES: Professor J. Craft, Dr R. Emmanuel, Professor C. Donaldson, Professor B. Hughes, Professor A. McKay

IN ATTENDANCE: Ms M. Miller (Library), Mr R. Ruthven (Library), Mr P. Woods (Secretary)

MINUTES

012.01 Considered: The unconfirmed minutes of the meeting held on 2 July 2012 (**REC12/1/1**).

012.02 Resolved: That the minutes be approved as a correct record.

MATTERS ARISING

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

Public Engagement with Research (*Arising on RCM11.160*)

012.04 Reported: By Professor Marshall that there had been some further discussion and he had spoken to Susan Grant, the Community and Public Engagement Officer. Developments happening.

Research Excellence Framework

Equality and Diversity Code of Practice

012.05 Considered: The Equality and Diversity Code of Practice for REF 2014, approved by the Scottish Funding Council and the Equalities Impact Assessment of the code (**REC11/18/4**).

012.06 Reported: By Professor Marshall that the Code had been returned to the Scottish Funding Council and had been approved, subject to the document being given an equality impact assessment. This had been done and the report was attached to this version of the code (appendix F). The Funding Council had received this but there had been no feedback as yet.

012.07 Resolved: That this version of the code is approved as the working document subject to any further amendments requested by the Funding Council.

Research Impact

012.08 Considered: Research Impact Case Studies and GCU Impact Workshop report (**REC12/2/1**).

012.09 Reported: By Professor Marshall that the workshop by Alison Campbell in October had been useful and well received by the staff who attended. A report on the event by Alison Campbell was provided here. One important point to make, not made in the report, was to be cautious about publishing/publicising case studies without consideration of issues such as confidentiality agreements, commercial sensitivity and other considerations such as ethics. There were now around 30 case studies being written and promotion may be useful in areas where beneficiaries are required to come forward.

012.10 Discussion: Members briefly discussed confidentiality issues and possible approaches to that. Where publicity was required it was necessary to ensure that the message was complimentary to the case study.

012.11 Resolved: That updates to the register of case studies be provided to the Committee Secretary.

HESA Data for REF

012.12 Considered: HESA Data and REF Submission Guidance (**REC12/3/1**).

012.13 Reported: By Professor Marshall that there had been a degree of confusion within the sector about how REF would handle HESA data. This guidance document explained their intentions – that REF will consider the aggregate totals and the software tailored to GCU would have a limit based on this aggregated total. There was flexibility to allocate within the HESA envelope.

012.14 Discussion: There was some discussion regarding the method of allocation of PhD completions. It was noted that the RAE methodology had been to allocate to the supervisory team in a percentage basis.

012.15 Resolved: That any issues or questions be directed to the REF Data Group via Professor Marshall.

012.16 Considered: Details of the REF2014 software pilot (**REC12/5/1**).

012.17 Reported: By Professor Marshall that the pilot system was now available and would allow institutions to evaluate what it does. He reminded members that the intention was to upload submission form Pure and Atira had made reassurances to that effect.

REF Forward Planning

012.18 Considered: REF Planning of formal submission development, with milestones (including forthcoming deadlines on multiple submissions: submission intentions) (**REC12/4/1**).

012.18 Reported: BY Professor Marshall the forward plan detailed everything the University would have to do in period running up to the final submission deadline and included REF deadlines such as the survey of submission intentions (December 5 2012), submission of impact and environment data (31 July 2013) and the closing date (29 November 2013). The plan proposed dates for internal meetings and internal deadlines and included a formal check in spring 2013.

012.19 Discussion: The need to flag certain aspects earlier – joint submissions – was flagged by one member due to the added complexity

Eligibility of PhDs was discussed, i.e. when an award can be counted. It was clarified that this was not the graduation date but when the award internal processes were fulfilled (i.e. what would be submitted to HESA).

Survey of submission intentions: Professor Marshall explained that the intentions were not binding and were intended to give the REF team information about recruitment of expertise.

012.20 Resolved: That the plan be approved subject to the following additions:

1. A presentation of mock exercise findings to the University Executive Board

2. An interim briefing to the University Court
3. A pre submission report to Senate

Pure (Research Information Management System)

012.21 Considered: An update by the Director of Academic Research Development including:

1. Staff training
2. Pure version 4.14
3. Pure REF module (**REC12/9/1**)

012.22 Reported: By Professor Marshall that training of academic staff had begun in August and was ongoing. Pure version 4.14 was being installed and when it was operational a variety of roles would be assigned to staff with input to the submission, including selection of staff.

Research Data Access – the EPSRC Roadmap

012.23 Considered: The GCU roadmap document submitted to EPSRC (**REC12/6/1**).

012.24 Reported: By Professor Marshall that EPSRC had invited GCU to submit a roadmap document outlining how the University would align with the EPSRC policy framework by 2015. The framework centred on provision of access to EPSRC research funded data. Similar request from the other Research Councils were likely to emerge in the near future. It added to the wider debate around open access which would be likely to figure prominently in REF 2020.

012.25 Resolved: That the roadmap be approved.

Terms of Reference

012.26 Resolved: That a strong statement with regard to research supervisor development is inserted and the Terms of Reference are brought back to the next meeting (**REC06/2/4**).

Composition and Membership

012.27 Resolved: That the term of office is clarified and the Composition and Membership is brought back to the next meeting of the Committee (**REC12/7/1**).

Research Committee Annual Report

012.28 Received: The Research Committee Annual Report 2010-11 (**REC12/8/1**).

Higher Degrees Subcommittee Annual Report

012.06 Approved: The annual report of the Higher Degrees Subcommittee subject to the amendment of the session date (to 2011-12) (**HDC12/3/1**).

University Research Committee – Meeting Schedule for session 2011-1012

012.06 Received: The schedule of meetings for 2011-2012 (**REC11/45/2**).

Higher Degrees Subcommittee

012.06 Received: Confirmed minutes of the meeting held on 29 June 2012(**HDC12/1/1**).