



Department of Governance

<b>GLASGOW CALEDONIAN UNIVERSITY</b>		
<b>UNIVERSITY RESEARCH COMMITTEE</b>		
Minutes of the meeting held on 1 April 2020		
<b>Present:</b>	Mr M. Anderson, Professor K. Currie, Professor C. Donaldson (Chair), Professor R. Emmanuel, Professor L. Elliot, Dr L. Gray, Professor J. Harris, Professor B. Hughes, Dr D. Lukic, Professor O. Pahl, Professor B. Steves, Dr J Thomson, Professor J. Woodburn	
<b>In attendance:</b>	Ms M. Daly, Ms D. Donaldson, Mr R. Ruthven, Mr P Woods (Secretary)	
<b>By Invitation</b>	Ms G. Woodlock (Brand and Content Producer)	
<b>Apologies:</b>	Ms. S. Docherty	
<b>MINUTES</b>		
<b>019.084</b>	<b>Considered</b>	The unconfirmed minutes of the meeting held on 5 February 2020 ( <b>REC19/22/01</b> ).
<b>019.085</b>	<b>Resolved</b>	That the minutes be approved as a correct record.
<b>MATTERS ARISING</b>		
<b>Career Development of Researchers (arising on 019.074)</b>		
<b>019.086</b>	<b>Reported</b>	By Professor Steves that the HR Excellence in Research submission was due on 14 April. An action plan had been created and considered by the DARE Group. Further consultation would proceed with IO and People Services.
<b>RESEARCH WEBSITE BRANDING</b>		
<b>019.087</b>	<b>Considered</b>	An update/presentation on research website branding and content management ( <b>REC19/24/01</b> ).
<b>019.088</b>	<b>Reported</b>	By Ms Woodlock that the task was to improve research presence online and address poor engagement with research web content. A heat map had showed that traffic was mainly from PGR students and internal flow towards Graduate School pages. The aim was to attempt to address a different audience, specifically, in the first instance, prospective PhD applicants.  Key aspects of the development were that Find a PhD was embedded, the landing page was refreshed with a rotating banner and mission statement and

		<p>bespoke promotional panels were added. The pages now tell a story with linkage to the Sustainable Development Goals and societal challenges.</p> <p>Traffic had doubled in the year since these enhancements which showed there was an audience for a narrative approach.</p> <p>Next steps would be to localize content in Schools/Research Centres and a brand toolkit had been developed to allow this to happen. There were also areas for improvement, particularly around REF and research impact.</p>
<b>019.089</b>	<b>Discussion</b>	<p>Members asked about areas of the site that were less well visited as there appeared to be a largely PGR focus.</p> <p>Ms Woodlock replied that there was a need to improve signposting overall. The PGRS content had been the starting point. The website was currently designed for a wide audience but more analysis of who has accessed the pages will give more pointers towards development.</p> <p>Members asked if more local links, i.e. to research groups, would be rolled out.</p> <p>Ms Whitlock stated that this was part of the move towards localizing development with support from the web brand team.</p> <p>Members asked about greater presence for research support and placement of e.g. RIO which was currently positioned under Research Strategy. It was generally agreed that more thought needs to go into placement of the different elements of research related items.</p> <p>Members generally agreed that the website looked much better but were keen to see further enhancement and more analysis of web traffic to see if we are reaching target audiences.</p> <p>Ms Woodlock stated that the next step would be the localization process and the rollout of the brand toolkit. To facilitate this further discussion were ongoing with the ADRs and Head of Business Support to determine how this would progress.</p>
<b>019.090</b>	<b>Resolved</b>	That the update be noted and Ms Woodlock thanked for the presentation.
<b>RESEARCH RESPONSE TO COVID-19 AT GCU</b>		
<b>019.091</b>	<b>Considered</b>	A paper by the Chair on contingency actions for research in response to the Covid-19 pandemic ( <b>REC19/25/01</b> )
<b>019.092</b>	<b>Reported</b>	<p>By the Chair that he had brought together a research continuity group rapidly to address immediate issues related to the pandemic. He had asked the Directors in RIO, Graduate School and IT Services and the Chair of RDC initially to put together a plan of actions. The immediate issues were online vivas and developing a set of FAQs. The group is operational and major issues of policy and procedure would be reported to URC and/or RDC as appropriate.</p> <p>The next phase will be to gather information about the impact of remote working for research projects and PGR students and to this end two surveys were being developed, one by Director of RIO and one by the Director of the</p>

		Graduate School. The likely impacts could be in relation to researcher contracts or extensions required by PGR students and wider financial implications.
<b>019.093</b>	<b>Discussion</b>	Members agreed that the survey outcomes would give a clearer picture of actions that will be required. The position of funders would also become clearer in the coming weeks and would also have an impact.
<b>019.094</b>	<b>Resolved</b>	That the response detailed by the Chair be noted.
<b>REF 2021 UPDATE</b>		
<b>019.095</b>	<b>Considered</b>	<ol style="list-style-type: none"> <li>1. Implications of Covid-19 for REF2021 (<b>REC19/26/01</b>).</li> <li>2. REF Update on GCU preparations.</li> </ol>
<b>019.096</b>	<b>Reported</b>	<p>By the Chair that the key items to note were that the submission was delayed for unspecified period and that we would be informed of the new date eight months in advance. The census date was, however, unchanged and remained 31 July 2020.</p> <p>The implications of these announcements were that, although the submission was delayed, there was no logic to varying the current internal REF timetable.</p>
<b>019.097</b>	<b>Discussion</b>	Members asked if there was any possibility of flexibility for staff contributing to the submission, e.g. impact case study writers, and now working from home. The Chair agreed that this would be sensible. The Director of RIO added that it was intended to keep to the internal timetable but the submission delay did afford an opportunity to take some more time over the impact case studies.
<b>019.098</b>	<b>Resolved</b>	That the update be noted.
<b>RESEARCH INTEGRITY – mid term review</b>		
<b>019.099</b>	<b>Considered</b>	A mid term-review of the ongoing and future activity section of the Research Integrity annual statement 2018-19 ( <b>REC19/23/01</b> ).
<b>019.100</b>	<b>Reported</b>	<p>By the URC Secretary that the paper was a short summary of actions and progress in relation to the ongoing and future activity outlined in the 2018-19 Research Integrity Annual Statement and Report.</p> <p>Key points to note were the appointment of the AVP Research as Research Integrity Champion, the intention to engage with the Scottish Research Integrity Network, the linkage with the Concordat for Supporting the Career Development of researchers, the proposed gap analysis and planned web development.</p>
<b>019.101</b>	<b>Discussion</b>	<p>The AVP Research commented that the initial meeting Scottish Research Integrity Network had been encouraging but there had been lack of feedback in recent months. He had hoped to tap into experience and training materials via the network but there may be a need to develop these in house.</p> <p>It was thought that there was clear linkage with the Concordat for Supporting</p>

		<p>the Career Development of Researchers so this could be added to the report by the Director of the Graduate School to Executive Board following the gap analysis process already underway on that Concordat.</p> <p>Members discussed the role of local or School based champions and whether or not this had to be an academic member of staff. It was noted that SHLS now have a research governance manager in place. Members were comfortable with both academic and non-academic and it was agreed that it was common in larger institutions to have staff dedicated to research integrity functions.</p>
<b>019.102</b>	<b>Resolved</b>	That the mid-term report be noted.
<b>THE CONVERSATION</b>		
<b>019.103</b>	<b>Considered</b>	The annual report and membership benefit statement from <i>the Conversation</i> ( <b>REC19/27/01</b> ).
<b>019.104</b>	<b>Resolved</b>	That the Chair identify the subscription cost for information of members.
<b>LIVE ISSUES</b>		
<b>Strategy 2030</b>		
<b>019.105</b>	<b>Discussion</b>	A member asked if there was a recent draft that could be circulated. The Chair replied that development had been on hold as a result of recent events and further work was required. There may be some elements that could be shared at this time.
<b>Covid-19 – Common Good Response</b>		
<b>019.106</b>	<b>Discussion</b>	A member suggested that it would be good to collect news stories related to the University research—specific response to Covid-19. The Chair agreed and informed member that the Executive Board was also interested in this and he had also included Covid-19 response in the update bulletin to the University Court. The Chair stated he would be happy receive any news stories of this kind.
<b>REF 2021 MANAGEMENT GROUP</b>		
<b>019.107</b>	<b>Received</b>	The confirmed minutes of the meetings held on 1. 5 December 2019 (RMG19/12/01). 2. 13 February 2020 (RMG19/14/01).
<b>RESEARCH DEGREES COMMITTEE</b>		
<b>019.108</b>	<b>Received</b>	The confirmed minutes of the meetings held on 2 October 2019 ( <b>RDC19/10/01</b> ).
<b>SCHOOL RESEARCH COMMITTEES</b>		
<b>019.109</b>	<b>Received</b>	Confirmed minutes of the SCEBE RC meeting 20 November 2019 ( <b>SCEBE/RC/19/14</b> ).
<b>RESEARCH BULLETIN TRIMESTER B</b>		
<b>019.110</b>	<b>Received</b>	The PVCR's trimester B Research Bulletin ( <b>REC19/28/01</b> ).