



Department of Governance

GLASGOW CALEDONIAN UNIVERSITY		
UNIVERSITY RESEARCH COMMITTEE		
Minutes of the meeting held on 20 November 2018		
Present:	Mr M. Anderson, Professor K. Currie, Professor C. Donaldson (Chair), Professor R. Emmanuel, Professor J. Harris, Professor B. Hughes, Dr L. Gray, Professor O. Pahl, Professor B. Steves	
In attendance:	Ms D. Donaldson, Mr R. Ruthven, Mr P Woods (Secretary)	
Apologies:	Professor R. Clougherty, Professor L. Elliot, Dr D. Lukic, Dr J. Thomson	
MINUTES		
018.026	Considered	The unconfirmed minutes of the meeting held on 11 September 2018 (REC18/05/01).
018.027	Resolved	That the minutes be approved as a correct record.
MATTERS ARISING		
Online Research Surveys (arising on 018.004)		
018.028	Reported	By the Secretary that the matter was ongoing.
018.029	Resolved	That a shortlife group be convened involving Strategy & Planning, Governance, IT and research stakeholder (s).
Research Integrity (arising on 018.015)		
018.030	Reported	By Professor Steves that research integrity was now embedded in PGRS induction.
018.031	Reported	By the Secretary that revised authorship guidance would be uploaded to research integrity webpages when ready.
GDPR/Data Protection: Guidance for Researchers (arising on 018.019)		
018.032	Reported	By the Secretary that guidance was available for staff on the GCU intranet under <i>Information Matters/Data Protection and Privacy</i> .

		https://www.connected.gcu.ac.uk/sites/InformationMatters/DataProtectionPrivacy
REF 2021		
018.033	Considered	An update on the REF 2021 including GCU preparations and REF2021 timetable (RMG18/02/02).
018.034	Reported	<p>By the Chair that the update and proposed actions had been approved by the Executive Board. The content was:</p> <ol style="list-style-type: none"> 1. What has emerged from the REF publications during 2018. 2. Proposed actions in parallel with the development of Code of Practice. 3. A GCU-specific timetable towards the completion of the REF2021 process. <p>When the Code of Practice is complete it will be circulated and there will be information sessions for staff.</p> <p>The arrangements set out were largely consistent but with slight variations in different subject areas. He informed members that this update would also now go to Senate for information.</p>
018.035	Resolved	That the update be noted.
RESEARCH DATA MANAGEMENT		
018.036	Considered	An oral update from the Director of Library Services on research data management infrastructure scoping.
018.037	Reported	<p>By Mr Ruthven that an intranet site had been created and the next step was to populate it with relevant content.</p> <p>A number of different systems had been looked at by the Working Group. The aim was to identify a system/systems that could manage current data and also preserve data whilst providing open access. Among those providers who had presented were Figshare, Mendeley, EPrints, Preservica. He asked members to note that it was quite a complex process particularly as it was intended to integrate, where possible, with existing systems (e.g. Pure). The sharing of services with other institution(s) had also been considered.</p> <p>A series of options would be presented to the Committee when the scoping exercise was completed.</p>
018.038	Discussion	<p>Members discussed parallels with project management software, discussed recently.</p> <p>It was reported that Information Systems was rolling out Onedrive with 1TB of storage. However a research data management system would be more sophisticated.</p>
018.039	Resolved	The update be noted.
SUMMARY OF HESA PGR DATA, TRENDS AND PROCESSES		
018.040	Considered	1. A summary of latest HESA PGR Data and Trends (REC18/06/01).

018.041	Reported	<p>By Professor Steves that the results were interesting particularly as HESA returns are part of the REF assessment. This information will also be of value to authors of the REF UoA narratives.</p> <p>The headline was that there had been an increase in PGRS numbers, partly explained by the addition of MRES and PG Certificate (Research Methods) as research degrees to the return. This was a legitimate addition and brought GCU into line with other HEIs. It was valuable as there is proportionate funding from SFC. There was also a small increase in PhD/Prof D numbers overall.</p> <p>She informed members that further analysis was possible if it was felt to be useful e.g. by School, degree type.</p> <p>She highlighted that 2016-17 had showed a significant dip and this was in all likelihood due to a previously unidentified system gap but this showed that it had been fixed.</p> <p>In future the return will be scrutinised and everything co-ordinated with Registry, Strategy and Planning and SPS.</p>
018.042	Discussion	<p>The Chair asked if the systems and people were now in place to address the HESA return. Professor Steves agreed that they were but there was a degree of co-ordination required.</p> <p>It was asked if time taken to complete could be reported. Professor Steves replied yes it was possible although not a Hesa indicator. Data was spread across more than one system or not reported on for Hesa.</p> <p>A member asked how PGRS were allocated to UoAs. Professor Steves replied that allocation was by a notional REF return based on REF2014. This could involve a judgement call but is checked. She agreed that there should be more transparent scrutiny going forward.</p> <p>Members were asked to note that Strategy & Planning would be able to report on a UoA basis if this was requested.</p>
018.043	Resolved	That the data available to UoAs is identified (Action: S&P).
018.044	Considered	2. PhDs: New Admissions and Funding Processes (REC18/07/01).
018.045	Reported	By the Chair that this was a draft of the intended communication. Intention is to let everyone know there is no studentship competition and explain the single admissions panel process. Panel has limited pot of money and can award place and/or studentships. Intended to remove time wasting competition. Use of monies was down to the judgement call of Panels.
018.046	Discussion	Members in general felt this was a better method of using studentship monies. There were concerns about the website in view of overall website concerns but otherwise it should be workable. There were some points still be sorted out. Timing of communications was discussed and some felt 3 times a year was too little.
018.047	Resolved	Issues relating to training for website management be addressed (Director

		Graduate School/Head Business Support).
LIVE ISSUES		
School Research Committees		
018.048	Reported	By the Secretary that there had been some discussion on regularising terms of reference and compositions. There would be further discussion with relevant stakeholders (Action: URC Secretary/PVCR/ADRs)
UNIVERSITY RESEARCH COMMITTEE (URC) COMPOSITION UPDATE		
018.049	Approved	An update to the URC composition to include the Assistant Vice Principal, Research Excellence as an ex officio member (Doc REC18/10/01).
RESEARCH DEGREES COMMITTEE		
018.050	Approved	Updates to the RDC Composition for Session 2018/19 (Doc RDC18/02/01).
018.051	Received	The confirmed minutes of the meeting held on 21 June 2018 (RDC17/27/01).
NEW PGRT RESEARCH DISCIPLINE PORTFOLIOS AND NEW CONTACTS LIST		
018.051	Received	New PGRT Discipline Portfolios and contacts list (REC18/09/01).