

## GLASGOW CALEDONIAN UNIVERSITY

### RESEARCH COMMITTEE

#### Minutes of the Meeting held on 23 January 2013

**PRESENT:** Professor J. Craft, Dr R. Emmanuel, Professor C. Donaldson, Professor B. Hughes, 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 J. Stewart, Professor J. Tombs,

**APOLOGIES:** Professor A. McKay, Professor B. Stewart,

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

#### MINUTES

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

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

#### MATTERS ARISING

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

#### Public Engagement with Research (*Arising on RCM12.04*)

**012.35 Reported:** By Professor Marshall that there had been some further discussion with Susan Grant, the Community and Public Engagement Officer. There were wider developments with regard to the University's public engagement and the linkage with research would be monitored.

#### CHAIR'S REPORT

##### Peer Review College

**012.36 Reported:** By the Chair that the Peer Review College had been set up in the context of increasing quality thresholds of Research Councils and penalties for inadequate applications. However it was not clear how peer review mechanisms were working in the Schools, Institutes and other research areas.

**012.37 Discussion:** Members discussed the current operations and reported that research group leads were largely taking on this responsibility. It was stated that the practice was, however, uneven within and across the Schools.

Professor Marshall reminded members that the driver for the establishment of the Peer Review College was the Research Councils' quality thresholds, increased funding concentration. The PRC was to be a resource to enhance quality across the University but it did not appear that there had been engagement.

The Chair added that he was not convinced about the level of rigour being applied currently within the School processes.

**012.38 Resolved:** That further consideration be given to this subject with a view to revisiting it at the next meeting.

### **Ethical Sponsorship of Research Projects**

**012.39 Reported:** By the Chair that current arrangements<sup>1</sup> requiring PVCRC sign sponsorship forms did not seem to be appropriate.

**012.40 Reported:** By Professor Hughes that the matter had been discussed during the previous year and the former ADR for School of Health and Life Sciences had tentatively proposed changes to adopt more local arrangements but with appropriate seniority within the School.

**012.41 Resolved:** That appropriate local arrangements are implemented and the Research Ethics guidance is updated to reflect this.

### **Thematic Audit of Postgraduate Research Student Experience**

**012.42 Reported:** By the Chair that Professor Gartland would be chairing the audit panel looking at compliance with the QAA Code of Practice.

### **RESEARCH EXCELLENCE FRAMEWORK**

**012.43 Considered:** Summary REF 2014 mock exercise and update on UoA preparations (REC12/14/1).

**012.44 Reported:** By the Chair that a full round of UoA meetings had been completed and monthly meetings would continue ahead of the submission. The mock REF process would be reviewed by the REF Equality and Diversity Group. There was still a lot to do, particularly with regard to the research impact cases studies. It was intended to organize events specifically about enhancement of case studies (in the February/March period) and then invite Alison Campbell to review. UoA leads had been told that it would be good practice to ask their external experts to review the case studies as well.

REF5 narratives also required a degree of development work and a peer review workshop-style event would be arranged to aid their enhancement.

**012.45 Reported:** By Professor Marshall that some members of staff would be attending external REF impact training events in the near future and hopefully this experience would inform the internal training events.

**012.46 Reported:** By Professor Marshall that the UoA summary table indicated requirements for publications based on 4 per member of staff as the process for ascertaining individual staff circumstances and validating ECR status had not yet begun.

**012.47 Resolved:**

1. That the update paper be noted.
2. That members contact Professor Marshall (as institutional REF contact) for any advice regarding REF criteria that is required.

### **PHD STUDENTSHIPS PROCESS**

**012.48 Considered:** The process for the allocation of PhD studentships in 2013 and creation of a portfolio of PhD projects (REC12/15a/1 and REC12/15b/1).

**012.49 Reported:** By the Chair that he had discussed various options and had decided that the studentships process should be separated from the portfolio development. The portfolio paper is aimed at

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<sup>1</sup> Originally intended to be interim arrangements.

having a range of projects available at any given time and the second paper attempts to operationalize the studentship process.

**012.50 Discussion:** Members discussed the implications of the portfolio. Some members were concerned that it narrowed the focus of the research opportunities too much and wanted room for accepting speculative enquiries (where funding was attached) and where there was supervisory capacity outwith the strategic areas defined by the portfolio.

The Chair stated that it was intended to sharpen the focus and make the best use of the capacity available and that did mean prioritising in strategic areas and not diverting the focus and/or capacity to speculative candidates.

**012.51 Resolved:** That the development of the portfolio be taken forward by the Research Institute Directors with input from the ADRS.

**012.52 Reported:** By the Chair that based on discussion with the Finance Office and taking previous years' Research Excellence Grant spend in to account the number available would be 15, with a broad allocation by Institute indicated in the paper.

**012.53 Discussion:** Members discussed the personal development allowance of "at least" £1000. It was proposed that this be moderated to "up to £1000".

Members also discussed the level of additional fees that are currently levied to students such as the writing up fee. Members were cautious about increasing the rate and number of fees of this type. There was a need for in depth sectoral benchmarking to determine what was reasonable.

**012.53 Resolved:**

1. That the studentship process be approved with the amendment of the personal development allowance text.
2. That there would be further discussion on bench fees and the Chair would update the Committee thereafter.

## **RESEARCH INCOME**

**012.53 Considered:** An extract from the UEB Financial Management Report showing research income forecast to year end (**REC12/21/1**).

**012.54 Reported:** By Mr Queen that the extract represented the research section of the planning process and the research targets set. The research budget was set at £3.9 M and this indicated that, from the first quarter's figures, that at £3.8 M the forecast was roughly on target. The figures represented income recognized within the financial year and included KTPs. NMAP was included under School of Health and Life Sciences.

**012.55 Resolved:**

1. That the report be noted and shared with relevant colleagues.
2. That the implications for REF 2014 income statistics be noted (i.e. must be processed through our accounts before 31 July 2013).
3. Any issues should be addressed to Paul Queen.

## **PURE AND PURE PORTAL UPDATE**

**012.56 Considered:** An update paper and presentation on Pure and Pure Portal implementation (**REC12/16/1**).

**012.57 Reported:** By Professor Marshall that Pure version 4.14.3 would be installed soon and (academic) user training had progressed to 215 trained members of staff. This left around 35 who we anticipate require training to participate in REF.

**012.58 Discussion:** Following a short demonstration of the key feature of the Pure Portal, members discussed some specific aspects i.e. what we would want to be available via the Portal. Professor Marshall stated that the test URL would be circulated first to allow stakeholders to look at the portal in more detail and further discussion would ensue regarding what (and what not) to display.

This would be the first of two required actions. The second one would be to issue a formal notification to staff with the requirement to notify of any desire to opt out.

**012.59 Resolved:** That the presentation and update are noted.

### **OPEN ACCESS IN RESEARCH**

**012.60 Considered:** A paper on the implications of open access developments for research (REC12/17/1).

**012.61 Reported:** By Professor Marshall the Finch Report had defined two models of open access:

Gold: An author pays publication model in open access compliant journals with financial support from funders (preferred by RCUK and the option most likely to be used by Russell Group HEIs).

Green: A “free” publication in institutional or subject repositories but potentially subject to publisher copyright embargo in subscription model journals. This is also referred to as the “self-archive” model and the model most likely to be used by other HEIs including GCU.

Currently the University was subscribed to Biomed which was £10K for 10 publication p.a.

**012.62 Discussion:** Members discussed occasions where publishers had waived fees – something to explore. There were various facets to this agenda, including compliance relating to publications and research data, the Research Councils and research funding charities requirements (e.g. the EPSRC “roadmap”) and the cost to institutions of complying.

**012.63 Resolved:** That the Chair would consider options for progressing this issue.

### **SOCIAL MEDIA AND RESEARCH**

**012.64 Considered:** Proposals for engaging with social media and research (REC12/18/1)

**012.65 Reported:** By Professor Marshall that the paper referred to sectoral developments and asked if there would be value in having an institutional policy.

**012.66 Discussion:** Members reported that many colleagues were using social media in various forms. The issue for the University was how to assess current usage and develop best practice guidance.

**012.67 Resolved:** That options for progressing this issue be considered further.

### **RESEARCH IMPACT**

**012.68 Considered:** Requirements for future research impact collection (REC12/19/1).

**012.69 Reported:** By Professor Marshall that REF2020 would consolidate and increase the importance of impact in research assessment and this would require the embedding of impact processes in the mainstream of research activity.

**012.70 Discussion:** Members discussed a number of issues relating to research impact:

- Staff awareness and staff development
- Using a case study as a “model” for development

- Review what is happening in the sector
- Co-ordinate better what is happening already in the University

**012.71 Resolved:** The Chair would discuss the issue further with ADRs, Director ARD and Director Graduate School.

### **ENDNOTE LICENCE**

**012.72 Considered:** Costing details for the proposed purchase of Endnote (**REC12/20/1**).

**012.73 Reported:** By the Chair that the question for the Committee was whether to adopt Endnote instead of Refworks.

**012.74 Discussion:** Discussion centred around how to evaluate Endnote given that there would be no resource to implement more than one package.

**012.75 Resolved:** That the Library undertake an evaluation of Endnote and compare with Refworks.

### **TERMS OF REFERENCE**

**012.26 Approved:** The revised Terms of Reference (**REC06/2/4**).

### **COMPOSITION AND MEMBERSHIP**

**012.27 Resolved:** That additional revisions to the Composition and Membership are considered and brought back to the next meeting of the Committee (**REC12/7/1**).

### **RESEARCH EXCELLENCE FRAMEWORK 2014**

**012.78 Received:** REF Management Group minutes from the following meetings:

1. 2 April 2012 (**REFMG2/1**)
2. 14 May 2012 (**REFMG3/1**)
3. 15 August 2012 (**REFMG4/1**)

### **SCHOOL RESEARCH COMMITTEES**

**012.79 Received:** 1. School of Engineering and Built Environment Research Committee confirmed minutes of a meeting held on 5th September 2012 (**SEBE RC 11/31**).

2. School of Health & Life Sciences Research Committee confirmed minutes of the meeting held on Thursday 27th September (**HLSRC12/7/2**).