



Department of Governance

GLASGOW CALEDONIAN UNIVERSITY		
UNIVERSITY RESEARCH COMMITTEE		
Minutes of the meeting held on 24 January 2018		
Present:	Professor R. Clougherty, Professor C. Donaldson (Chair), Professor R. Emmanuel, Dr L. Gray, Professor J. Harris, Professor B. Hughes Professor J. Lennon, Dr D. Lukic, Mr S. Mattar, Professor O. Pahl, Professor B. Steves, Dr J. Thomson, Professor J Woodburn	
In attendance:	Ms C. Anderson, Mr M. Anderson, Mr R. Ruthven, Ms S. Whittaker, Mr P Woods (Secretary)	
Apologies:	Professor L. Elliot	
MINUTES		
017.066	Considered	The unconfirmed minutes of the meeting held on 22 November 2017 (REC17/18/01).
017. 067	Resolved	That the minutes be approved as a correct record.
MATTERS ARISING		
Postgraduate Research Experience Survey 2017 (arising on 017.033)		
017.068	Reported	By Professor Steves that collection of feedback was ongoing and this would inform the development of a PRES action plan.
017.069	Resolved	That Professor Steves keep the Committee updated on progress (Action: Professor Steves).
Research Integrity, Code of Practice (arising on 017.040)		
017.070	Reported	By the Committee Secretary that the document was not published as yet.
Researcher Development (arising on 017.052)		

017.071	Reported	By Professor Steves that the composition had been updated and she would be seeking ADR nominees then send out an invite to the first meeting.
RCUK Open Access Block Grant (arising on 017.064)		
017.072	Reported	By Mr Ruthven that of £25K awarded in 2016-17, £12K had been spent. In the rollover to 2017-18, a further £6759 had been spent.
REF 2021		
017.073	Considered	<ol style="list-style-type: none"> 1. REF 2021 Initial Decisions (REC17/19/01) 2. REF 2021 Decisions on staff and outputs (RMG17/02/01). 3. REF 2021 Town Hall Event –Summary Report (REC17/20/01). 4. REF 2021 Research Impact consultation background(REC17/21/01). 5. REF2021 Sub-panel Chairs (REC17/22/01).
017.074	Reported	By the Chair that the items 1, 2 and 5 were provided to ensure all URC members were up to date in REF publications. He proposed concentrating discussion on the discussing items 3 and 4.
017.075	Discussion	<p>Town Hall Event</p> <p>Staff eligibility was defined more closely as all <i>staff with significant responsibility for research</i>. 0.2 fte eligible also strong connectivity such as PhD supervision. Staff who do not have significant responsibility may be excluded but this requires to be defined in a process in the Code of Practice based on guidance and which will be approved by SFC. Care was required and a need to demonstrate wide consultation.</p> <p>A more structured environment statement would be required but more detail about what this meant would be released.</p> <p>Impact</p> <p>The requirements were one case study, plus one further case study per up to 15 FTE staff returned, for the first 105 FTE returned, then decrease to one further case study per up to 50 FTE returned, i.e. minimum of two case studies. Members noted that this meant a greater burden proportionally to small HEIs.</p> <p>Professor Woodburn sanguine about UoA3 in terms of numbers and the case studies in preparation. Quality is the question. Evidence is key and underpinned by traditional outputs. Members asked if the case studies required to be underpinned by (minimum) 2* outputs? CD to check</p>
017.076	Resolved	Any further feedback should be sent to the Chair, Professor Lennon or the REF Manager.
POSTGRADUATE RESEARCH STUDENT NUMBERS		
017.077	Considered	Postgraduate Research Student Numbers: A Discussion Document (REC17/23/01).
017.078	Reported	By the Chair that Strategy and Planning had highlighted difficulty in reaching the strategic target for PGR applications and in response a workshop had been convened inviting various stakeholders, Schools, support services, marketing. The Chair had also done a briefing for Court on research assets, with Professor Antony

		Morgan (Dean of GCU London). There had been various recommendations to the University Executive Board which had been approved with actions for the PVCR and PVCI.
017.079	Discussion	<p>Members felt these were long-standing recurring issues with recruitment, the website and marketing of research degrees. This was in contrast to taught programmes which were generally well marketed. It was suggested that marketing require to use research expertise e.g. in recruitment fairs.</p> <p>Members discussed frustrations with the website and difficulty with getting research material uploaded and kept up to date.</p> <p>Professor Steves stated that there was a research web group discussing these issues with Marketing and Communications. It was suggested that research profiles should be pulled in from Pure to avoid duplication. Mr Ruthven confirmed that the library were looking at internal processes via Pure. Staff required to update their profiles and this should then be pulled through to the website. Professor Lennon agreed that this aspect was fixable although there were bigger issues with the website.</p> <p>Members were concerned that REF leverage was being missed and we needed the website to back up any REF narrative put forward.</p> <p>Of the proposed actions, members were supportive of the Admissions Panel although cautioned the need to consult Hods/Ahods regarding supervisory capacity. Members were content with a review of use of monies advising support of strategic ambitions. Examples put forward included doctoral training programmes (e.g Marie Curie and others), opportunities with Lanarkshire NHS.</p> <p>Members noted anecdotal suggestions that completion rates were currently not satisfactory. Professor Steves stated that a review of progression and success was required.</p> <p>One member asked if joint supervision with partners was possible. Professor Steves said it was possible with an appropriate memorandum of understanding and was valuable but would not necessarily increase PGR numbers in a significant way. She reminded members that there was a section of the website devoted to PGR opportunities, both central and School based and the University advertised PGR opportunities on <i>Find a PhD.com</i>. Use of social media platforms to drive traffic to the website was encouraged.</p> <p>It was noted that attention to PGRS accommodation and wider research culture was an issue with PGRS experience. It was recognized that space was always an issue but that co-location with the students' Departments would counter some of the isolation felt by PGRS.</p>
017.080	Resolved	That PVCR take note of the comments and progress the actions outlined in the paper.
AUTHORSHIP		
017.081	Considered	The UKRIO good practice guidelines for Authorship research (REC17/24/01).
017.082	Discussion	The Chair stated that it was proposed that the generic guidelines could be adopted to replace the existing GCU guidance.

		Members agreed but were also keen to keep the best practice for students in the existing guidance.
017.083	Resolved	To adopt the UKRIO guidance with best practice for students from old version as a supplement (Action: URC Secretary).
LIVE ISSUES		
FameLab		
017.084	Reported	By Professor Steves that GCU will hosting West of Scotland <i>FameLab</i> Heats for PGR students and staff from STEM subjects and Health Sciences in February. This involved participants from GCU, Strathclyde and Glasgow University. She encouraged members to attend and would circulate details.
RESEARCH DEGREES COMMITTEE		
017.085	Received	Minutes of the meeting held on 4 October 2017 (RDC17/10/01).
SCHOOL RESEARCH COMMITTEES		
017.086	Received	<ol style="list-style-type: none"> 1. SHLS Research Committee minutes 28th June 2017 (HLSRC16/11/1) 2. GSBS Research Committee minutes 10 May 2017 (GSBSRC/16/08). 3. GSBS Research Committee minutes 1 June 2017 (GSBSRC/16/09). 4. GSBS Research Committee minutes 6 September 2017 (GSBSRC/17/01).