



Department of Governance

GLASGOW CALEDONIAN UNIVERSITY		
UNIVERSITY RESEARCH COMMITTEE		
Minutes of the meeting held on 22 November 2017		
Present:	Professor C. Donaldson (Chair), Professor L. Elliot, Professor R. Emmanuel, Professor J. Harris, Professor J. Lennon, Dr D. Lukic, Professor O. Pahl, Professor B. Steves, Dr J. Thomson, Professor J Woodburn	
In attendance:	Mr R. Ruthven, Mr P Woods (Secretary)	
Apologies:	Professor R. Clougherty, Mr C. Daisley, Dr L. Gray, Professor B. Hughes	
MINUTES		
017.031	Considered	The unconfirmed minutes of the meeting held on 30 August 2017 (REC17/09/01).
017. 032	Resolved	That the minutes be approved as a correct record.
MATTERS ARISING		
Postgraduate Research Experience Survey 2017 (arising on 017.015)		
017.033	Reported	By the Professor Steves that the report would be circulated widely via Research Networks, including all supervisors, research degree student networks and research degree leaders. Feedback would be collated and brought back to the Committee in January 2018.
Knowledge Transfer Partnerships (KTPs) (arising on 017.022)		
017.034	Reported	By Professor Lennon that there had been 2 further successes, 1 in GSBS and 1 in SEBE. RIE would be meeting with staff in Schools to reinforce this positive success rate.
017.035	Discussion	Staffing to support effort in KTP development was raised and it was noted that SHLS had recently lost support in this area. It was suggested that RIE could provide support where required through the Knowledge Transfer Manager.
017.036	Resolved	That the Chair and Professor Lennon investigate targeting support. (Action: PVCN/Director Research Development & Management)

RESEARCH INTEGRITY		
017.037	Considered	1. An updated Code of Good Practice for Researchers (REC17/16/1). 2. Research Integrity Policy document – minor refresh (REC15/42/04).
017.038	Reported	By the Secretary that the document had been refreshed in consultation with People Services to bring it up to date and to take account of changes to RCUK policy on research integrity. The title had been changed to “Code of Good Practice for Researchers” following feedback from UKRIO on processes for PGR students, which are signposted in this Code.
017.038	Reported	By the Secretary that the Research Integrity Policy document requires to be made public on the University website and some minor changes had been made to the text to take account of changes to documentation available on the Research Integrity website. As the policy statement requires to be a “living “ document members should note that changes to web links will be required periodically as content is created, added or changed.
017.039	Discussion	Members suggested clarifying the “named” persons by adding names in the <i>Code of Good Practice for Researchers</i> . Members further discussed annual reporting and the possibility including any lessons learned. The Chair stated that he was required to report annually on research integrity matters to the University Court.
017.040	Resolved	That names be added to the <i>Code of Good Practice for Researchers</i> . (Action: Committee Secretary).
RESEARCH DATA MANAGEMENT POLICY: UPDATE AND IMPLEMENTATION		
017.041	Considered	Revised Research Data Management Policy and remit for the Research Data Management Short Life Working Group (REC17/10/01).
017.042	Reported	By the Secretary that this policy statement had been extracted from the previous version approved by URC and circulated to stakeholders in the Library, IT Services, Governance Research Office and the Graduate School. A number of amendments had been made and this was presented as the final version. In parallel to the policy development it was intended to initiate a short life working group with these stakeholders and academic researchers to develop an implementation plan. The Director of Library Services would lead this group.
017.043	Discussion	Mr Ruthven stated that the policy statement was based on the policy used by Edinburgh University and was suitable as a high level statement. The implementation group would require to look at where we are now as a University and define where we want to be in the future. Professor Lennon stated that this was timely as a recent audit had highlighted the need for policy refresh in this area.

017.044	Resolved	<ol style="list-style-type: none"> 1. That the Policy be approved and recommended to Senate (Action: Chair/Secretary). 2. That the Working Group report back to the Committee at the 14 March 2018 meeting (Action: Director of Library Services).
BREXIT UPDATE		
017.045	Considered	An update report on implications of Brexit (REC17/17/1).
017.046	Discussion	<p>Members asked if there was an institutional position on Brexit. It had been noticed that it was having an effect on cross-European projects where although UK HEIs were still eligible many were withdrawing from projects.</p> <p>The Chair stated that examples of this behavior would be useful to report the University Executive. Longer term there may be a need to think about the focus of the Europe Office potentially taking on a more global focus.</p> <p>Another member informed the Committee that the experience in other cross-European initiatives, such as <i>Erasmus</i>, was not negative in the same way as the research projects described.</p> <p>Other members, however, had noted a shift in focus to UK funding sources such as KTPs.</p>
017.047	Resolved	That the update be noted.
RESEARCHER DEVELOPMENT		
017.048	Considered	<ol style="list-style-type: none"> 1. Proposed terms of reference and composition of a relaunched Researcher Careers Development Steering Group (REC17/12/01) 2. Research development activities offered 2015-17(REC17/13/01).
017.049	Reported	By Professor Steves that there was a need to rebrand the researcher development steering group to oversee the researcher development activities which had been overseen by the CREDO group. The terms of reference presented were largely similar but the group aimed to meet more frequently.
017.050	Discussion	<p>Members welcomed the rebrand. It was suggested however that the group may be too large for a steering group. Professor Steves explained that there was a need to be representative so the group was more alike to a pool of stakeholders who could provide ideas and feedback on researcher development.</p> <p>Members thought the group was possibly too top heavy in its representation i.e. with ADRs involved as members and discussed involving other staff such as research theme leads, senior PGRTs or other members of the Professoriate.</p> <p>A member asked how this would integrate with the <i>Academic Development Framework</i>. Professor Steves stated that she agreed that it should be integrated and it was agreed that conversations should begin with Academic Quality and Development on integration of researcher development with the <i>Academic Development Framework</i>.</p> <p>ECR linkage was also raised. Professor Steves acknowledged that this was important to develop. The intention was to develop action plans and take actions forward through stakeholders.</p>

017.051	Discussion	Dr. Lukic referred to development activities and informed members that GCU London had invested in provision. He would provide Professor Steves with the details.
017.052	Resolved	<ol style="list-style-type: none"> 1. That the terms of reference of the Researcher Careers Development Steering Group be approved (Action: Professor Steves) . 2. That the composition be amended to replace ADRs with “ADRs’ nominees” (Action: Professor Steves). 3. Dr Lukic update Professor Steves on GCU London provision. (Action: Dr Lukic)
HR EXCELLENCE IN RESEARCH		
017.053	Reported	By Professor Steves that the review period for the HR “Badge” was every two years and the second review was currently being developed for submission. This would be followed up by a phone “visit” in February 2018. The aim of the review was to show that development is led by researchers.
017.054	Resolved	That the update be noted.
RESEARCH DEGREES COMMITTEE ANNUAL REPORT		
017.055	Considered	The RDC Annual Report 2016-17 (RDC17/02/02)
017.056	Resolved	That the report be provisionally approved subject to any comments to be fed back to the Chair and/or Secretary of Research Degrees Committee.
LIVE ISSUES		
ESRC’s Micro Safe Settings Network (MSSN)		
017.057	Reported	By Professor Woodburn that the <i>Centre for Life</i> had applied and been shortlisted for an ESRC Micro Safe under the <i>Micro Safe Settings Network</i> (MSSN) which is a new service to provide facilities and support for researchers to remotely access sensitive data held by data centres across the UK.
CROS/PIRLS		
017.059	Reported	By Professor Steves that Professor Gartland was examining the outcomes of these surveys.
PGR Numbers Workshop		
017.060	Reported	By the Chair that there had been a positive event involving stakeholders from Marketing, Communications, Admissions as well as academic researchers. There was general agreement that there should be a strategic approach to marketing of PGR degrees and this had not happened in the past.
REF 2021		
017.061	Reported	By the Chair that the latest guidance had been circulated to members in the last 24 hours. He intended to do a briefing early in 2018. Generally speaking the guidance was positive for the University and should be flexible enough to plan a good submission.
017.062	Discussion	Members welcomed the Open Access deposit date change allowing 3 months from the publication date (from 1 April 2018) but in terms of University Policy/procedure it would be prudent to stick with current procedures.

		<p>Members also welcomed the number of outputs per staff member submitted i.e. minimum threshold of 1 output.</p> <p>Members discussed time provision for staff to undertake research-related work and capturing research goals in the PDAR process. The Chair stated that he agreed there were some issues, particularly in relation to PhD supervision. The distinction between practitioner-related scholarly activity and research was also discussed.</p>
PHD STUDENTSHIPS TIMETABLE		
017.063	Received	An updated timetable for session 2017-18 (REC17/14/01).
RCUK NOTIFICATION REGARDING OPEN ACCESS BLOCK GRANT TO GCU		
017.064	Received	A letter from RCUK regarding open access block grant to GCU (REC17/15/01).
RESEARCH DEGREES COMMITTEE		
017.065	Received	Minutes of the meeting held on 19 April 2017 (RDC16/20/01).
SCHOOL RESEARCH COMMITTEES		
017.065	Received	<ol style="list-style-type: none"> 1. SHLS Research Committee minutes 8 February 2017 (HLSRC16/07/1) 2. SEBE Research Committee minutes 1 February 2017 (SEBE RC 16/05). 3. GSBS Research Committee minutes 22 February 2017 (GSBSRC/16/06).

Pwo/researchcom/minutes/November2017