

Minutes for the third meeting of the Research & Enterprise Committee for the 2017/18 Academic Session, held on Wednesday, 7th February 2018, 2.00pm in B028, Medway Campus

PRESENT:

Prof J Bonet	Chair, Deputy Vice-Chancellor (R&E)
Prof A Westby	Vice-Chair, Deputy Pro Vice-Chancellor (R&E)
Prof P Griffiths	Director of Research & Enterprise (GRE)
Prof N Spiller	PVC (ACH) Nominee
Prof C Bailey	PVC (ACH) Nominee
Prof B Cronin	PVC (BUS) Nominee
Prof P Maras	PVC (E&H) Nominee & uREC Chair
Prof D Wray	PVC (E&S) Nominee
Prof A Mehra	Head of Research & Enterprise Training Institute
Ms J Young	Head of Business Development & Enterprise Services
Ms V van Lent	Student Union Representative
Mr P Angelo	Secretary

APOLOGIES FOR ABSENCE:

Mr N Cormack-Bissett	Head of Research Development Services
Mrs W Curran	Finance Manager
Dr C Papaix	ECR Nominee

R&EC-17-3-1 ITEMS FROM THE CHAIR

The Chair welcomed the new Head of Research & Enterprise Training Institute to the Committee and members formally introduced themselves.

R&EC-17-3-1.1 EPSRC 2018 Centres for Doctoral Training (CDTs) Outline Call

The Chair briefed the Committee about the recent EPSRC 2018 Centres for Doctoral Training (CDTs) call that had been announced. These are highly prestigious awards with only one application per institution being permitted. Currently three expressions of interest had been received across the Faculties, and as such, there would need to be an internal selection process to determine the strongest bid. The Chair highlighted that there were potential conflicts of interest with some current members of the Committee so an impartial process would need to be followed. The closing date for

applications was Tuesday, 13th March so decisions will be taken soon so as to ensure sufficient time to develop the bid. The successful candidate will be notified in due course and will work with GRE on the submission.

R&EC-17-3-1.2 HEFCE Global Challenges Research Fund: Institutional 3 year QR GCRF Strategies

The Chair reminded the Committee that the Government had invested heavily in the HEFCE Global Challenges Research Fund and that a significant amount of money was being distributed via Research England to institutions as a proportion of the QR funding that they receive. This would potentially lead to an uplift for the University of Greenwich of approximately £130k for 2018/19. Research England have asked universities to write a strategy on how they intend to spend this money and **the Vice-Chair will lead on this and liaise with Faculty Directors of Research & Enterprise for their input. The Chair stressed that the strategy will need to demonstrate how these funds meet the criteria as set out by the Overseas Development Agency (ODA). The Committee will be kept informed of any developments in due course.**

ACTION: VICE-CHAIR/FACULTY DIRECTORS OF RESEARCH & ENTERPRISE

R&EC-17-3-1.3 KEF update

The Chair updated the Committee with the latest developments relating to the Knowledge Exchange Framework. No formal consultation had yet taken place but institutions have been invited to comment on the potential design. The Committee discussed the main points from two papers, one of which detailed some initial thoughts from the University Alliance, while the other was a draft UUK response. They took two different positions but a likely compromise would be to carry out some benchmarking against institutional HEBCIS returns to determine some of the metrics. The University of Greenwich endorsed the UUK response which appeared more measured and any developments will be reported on at future Committee meetings.

R&EC-17-3-1.4 VC PhD Scholarships 2018/19

The Chair informed the Committee of the decisions taken at VCO concerning the recommendations raised at the last meeting relating to a £2k per annum London Weighting Allowance being paid to students within the M25, and the waiving of tuition fees for international students. The Chair confirmed that VCO endorsed the first proposal but not the second and explained as to the reasons why. **The total number of VC PhD Scholarships for 2018/19 and their distribution was yet to be confirmed as discussions with the Director of Finance were still ongoing. The Chair will communicate the final figures via e-mail before the next Committee meeting as this was now urgent in order to start the**

recruitment process.

ACTION: CHAIR

R&EC-17-3-2 MINUTES OF THE PREVIOUS MEETING

R&EC-17-3-2.1 Minutes of the second meeting of the Research & Enterprise Committee for the 2017/18 academic session held on Wednesday, 6th December 2017

The minutes of the Research & Enterprise Committee held on Wednesday, 6th December 2017 were agreed by the Committee to be a true and accurate record of the meeting.

R&EC-17-3-3 MATTERS ARISING FROM THE MINUTES

R&EC-17-3-3.1 Please refer to the action sheet attached.

R&EC-17-3-4 RESEARCH EXCELLENCE FRAMEWORK 2021 PREPARATIONS

R&EC-17-3-4.1 Impact case study assessments - GREAT 2017

The Director of Research & Enterprise informed the Committee that there was growing concern that there was still a poor understanding of impact across the University following analysis of the case studies from GREAT 2017. A total of 44 case studies were assessed and only a handful could demonstrate significant impact which highlighted the need for extensive training. Following some general discussion, it was clear that compared to outputs and environment, impact would currently be the weakest component of any REF 2021 submission and the Committee agreed that this needs urgent attention. **The Chair requested that a series of impact training sessions be organised and that attendance to these be made compulsory for individuals involved in writing impact statements. The Committee agreed that ultimate responsibility should lie with UoA leaders rather than Research Group leaders as there were currently issues around ownership.**

ACTION: CHAIR/DIRECTOR OF RESEARCH & ENTERPRISE/FACULTY DIRECTORS OF RESEARCH & ENTERPRISE

R&EC-17-3-4.2 Impact Development Fund

Following on from the previous item, the Chair reminded the Committee of the recent launch of the impact development fund to help expand on some of the impact case studies that were received as part of GREAT 2017. The deadline for applications was Wednesday, 28th February and those that are successful will each receive funding of up to £5k. The expectation is that there will be support from Faculty Enterprise Development Managers but the Chair

stressed that any individuals that qualify for these funds will have to attend the impact training mentioned previously.

R&EC-17-3-4.3 External assessment

The Chair proposed to the Committee that in the absence of the Head of Research Development Services, that this item be discussed in more detail at the next meeting of the REF Strategy Working Group scheduled for later in the month. As most Committee members are also part of the REF Strategy Working Group the data will be presented and analysed in that forum.

R&EC-17-3-4.4 Open Access compliance communications plan

The Committee discussed a paper that set out a communication plan to inform members of staff of the HEFCE Open Access requirements that the University needs to adhere to that came into effect on 1st April 2016. The Chair reminded the Committee that the Open Access rules for REF 2021 will change from 1st April 2018 and that awareness needs to be raised across the research community. In addition to this plan, the Research Outputs Manager has prepared a leaflet with key information for distribution. The Committee agreed that this was a positive step and **Faculty Directors of Research & Enterprise requested that a copy of the new Open Access information leaflet be sent to them for comment before wider circulation.**

ACTION: FACULTY DIRECTORS OF RESEARCH & ENTERPRISE/RESEARCH OUTPUTS MANAGER

R&EC-17-3-5 GREENWICH RESEARCH & ENTERPRISE

R&EC-17-3-5.1 Research & Enterprise Financial Summary Report 2017/18

The Committee noted the financial summary report by Faculty from 1st August 2017 to 31st December 2017.

The Director of Research & Enterprise reported that revenue figures were at £8.4m for the first five months of the year which was up £1m on the same period last year and which was mainly showing in NRI. There were some concerns over the revenues for FBUS although their contracting totals looked healthier. Contracting figures for some of the other Faculties were lower than expected at this stage but there was still scope for improvement throughout the second half of the year. NRI were significantly down compared to the same reporting period last year but progress will continue to be closely monitored and reported on at subsequent Committee meetings.

R&EC-17-3-5.2 Research & Enterprise Bidding Activity Report 2017/18 (New format)

The Committee noted the bidding activity report by Faculty from 1st

August 2017 to 31st December 2017.

The Director of Research & Enterprise explained the new format in which the bidding activity was presented. The idea behind it was to better reflect the current bids pipeline showing figures for those that had a status of awarded/pending/rejected together with bid values and total number of bids for each Faculty. The Committee discussed this new format at length and were in agreement that this was a better indicator of current bidding activity, and as such, would prefer the data to be presented in this way for subsequent meetings.

R&EC-17-3-6 RETI

R&EC-17-3-6.1 Update on hubs and staffing

The Director of Research & Enterprise updated the Committee with the latest developments in terms of staffing and the research hubs. The last two Research Development Officers had now started with the University and so Research Development Services were now at full complement. The Medway hub has been established and was now operational but there were still some ongoing issues with Estates regarding the hub at Avery Hill. Once resolved it will be DDA (Disability Discrimination Act) compliant and the hope is that this will all be finalised by the end of the month.

R&EC-17-3-6.2 Staff engagement with RETI training

The Director of Research & Enterprise asked the Committee for their views on the level of staff engagement that there should be with the RETI training programme. There are presently some issues around PhD supervision with a significant number of appeals from PhD students as some members of staff appear not to have adhered to agreed processes and protocols. After some general discussion it was agreed that it was best not to make attending training sessions compulsory, but that the key was to identify which individuals needed what specific training and which could be monitored via their annual appraisal. **The Director of Research & Enterprise will co-ordinate this with RETI so that training opportunities be added to the appraisal system for line managers to then select as appropriate.**

ACTION: DIRECTOR OF RESEARCH & ENTERPRISE/HEAD OF RESEARCH & ENTERPRISE TRAINING INSTITUTE

R&EC-17-3-6.3 Annual event

The Director of Research & Enterprise proposed an annual ECR/PGR research event that could follow a similar format to the RETI launch last December that included a number of talks, poster competition and some research awards. The Committee agreed that this would be a positive move and act as an incentive for both staff and students as well as providing a great opportunity to network.

The timing of the event should follow from last year so the intention would be to hold such an event just before Christmas. The venue preference would be Medway if appropriate transport could be arranged since the RETI launch was held at Greenwich.

R&EC-17-3-7 ITEMS FROM FACULTY RESEARCH & ENTERPRISE COMMITTEES

No items were brought to the attention of the Committee.

R&EC-17-3-8 POSTGRADUATE RESEARCH MATTERS

R&EC-17-3-8.1 PGR Completions – Recommendations for Academic Council

The Committee noted the list of postgraduate research degree awards recommended by examiners and considered at recent meetings of Faculty Research Degrees Committees.

The Committee confirmed these recommendations and the Secretary will pass this information on to Academic Council for ratification.

ACTION: SECRETARY

R&EC-17-3-8.2 Summary of PGR related business by FRDCs for 2017/18 to end of Q2 (31st January 2018)

The Director of Research & Enterprise presented a table providing a summary of FRDC activity in terms of submissions of various RDA forms across all four Faculties to the end of Q2. This was for noting by the Committee but the concern remains over the number of withdrawals from programmes which is currently in double figures. This will continue to be monitored closely by Faculty Directors of Research & Enterprise to better understand the reasons behind them.

R&EC-17-3-8.3 Research & Enterprise Strategy 2016-2021 – Monitoring progress against PGR related targets for 2017/18 to end of Q2 (31st January 2018)

The Committee was presented with a number of tables and bar charts providing a summary of progress against PGR related targets for 2017/18 to the end of Q2. These were for noting by the Committee but there was still apprehension around the numbers of new registrations and doctoral awards. Final figures for 2016/17 revealed that the University fell short on both these targets and the Chair stressed the importance of more creative thinking from Faculties as to grow their PGR endeavour. The Chair reminded panel members of the action plans that were presented last year as current figures reflect an over reliance on VC PhD Scholarships.

R&EC-17-3-8.4 Policy around external supervisors

The Student Union Representative asked the Committee what the current policy was around PhD external supervision as it was not clear to some students if one existed. There had been some recent confusion around what the rules were if supervisors had left the institution and it was agreed that **the Director of Research & Enterprise would discuss this item with the Student Union Representative in more detail outside of this meeting.**

ACTION: DIRECTOR OF RESEARCH & ENTERPRISE/STUDENT UNION REPRESENTATIVE

R&EC-17-3-9 ITEMS FOR INFORMATION

There were no items for information presented to the Committee.

R&EC-17-3-10 ANY OTHER BUSINESS

The Chair took the opportunity to thank the Head of Business Development & Enterprise Services for her contributions to the Committee and for all her other endeavours and support as this was her last meeting before leaving the University next month. The Committee also expressed their gratitude and best wishes for the future.

No other business was discussed and the meeting was duly closed.

R&EC-17-3-11 DATES & TIMES OF 2017/18 MEETINGS

Meeting
April 11 th 2018, Medway Campus, Room B028, 2.00pm
May 23 rd 2018, Medway Campus, Room B028, 2.00pm
July 4 th 2018, Greenwich Campus, Room QA075, 2.00pm