

**Minutes for the sixth meeting of the Research & Enterprise Committee for the
2017/18 Academic Session, held on Wednesday, 4th July 2018, 2.00pm in
QA075, Greenwich Campus**

PRESENT:

Prof J Bonet	Chair, Deputy Vice-Chancellor (R&E)
Prof P Griffiths	Director of Research & Enterprise (GRE)
Dr S Stoyanov	PVC (ACH) Nominee (invited)
Prof B Cronin	PVC (BUS) Nominee
Dr C Monks	PVC (E&H) Nominee (invited)
Prof D Wray	PVC (E&S) Nominee
Prof A Mehra	Head of Research & Enterprise Training Institute
Mr N Cormack-Bissett	Head of Research Development Services
Ms K Dawson	Student Union Representative (invited)
Mr A Papa	Student Union Representative (invited)
Mr P Angelo	Secretary

APOLOGIES FOR ABSENCE:

Prof A Westby	Vice-Chair, Deputy Pro Vice-Chancellor (R&E)
Prof C Bailey	PVC (ACH) Nominee
Prof N Spiller	PVC (ACH) Nominee
Prof P Maras	PVC (E&H) Nominee & uREC Chair
Mrs W Curran	Finance Manager
Dr C Papaix	ECR Nominee
Ms V van Lent	Student Union Representative

R&EC-17-6-1 ITEMS FROM THE CHAIR

R&EC-17-6-1.1 Membership for 2018/19 meetings

As this was the last Committee meeting of academic session 2017/18, the Chair took the opportunity to discuss proposed changes to the membership for 2018/19. The Chair reminded the panel that under the current 'Terms of Reference and Membership' there should be two nominees per Faculty. Dr. Damian Poulter has been chosen as the second nominee for FEH while a second appointment for FACH will need to be made to replace Prof. Neil Spiller. Both FBUS and FES have two existing representatives but which also cover other membership requirements.

A new Head of Commercialisation and Innovation, who will also form part of the membership, is currently being recruited but representation from the Student Union will be changing as the tenure for Vivian van Lent will be coming to an end. Alessio Papa has been nominated as her replacement with Kate Dawson acting as a second appointee as to ensure Student Union representation at each meeting. In addition, the Committee agreed that there should be a member from the PGR community and discussions will be held outside of this meeting to choose an individual. **The Chair requested that all nominations be sent to the Secretary by the end of August so that all the necessary changes can be made and that the membership for academic session 2018/19 can be confirmed.**

ACTION: CHAIR/FACULTY DIRECTORS OF RESEARCH & ENTERPRISE/HEAD OF RETI/SECRETARY

R&EC-17-6-1.2 QR + HEIF allocations 2018/19 update

The Chair updated the Committee with the QR and HEIF allocations to the Faculties for 2018/19 following the funding letter that had been received from Research England (formerly HEFCE). The Chair explained that the QR monies had been distributed according to a weighting of 75% on GREAT 2017 outcomes and 25% on REF 2014 performance, while the HEIF allocations were directly linked to the HEBCIS return. The figures for 2018/19 were as follows;

FACH – QR = £616,411 + HEIF = £94,323
FBUS – QR = £186,564 + HEIF = £57,059
FEH – QR = £146,586 + HEIF = £47,744
FES – QR = £734,200 + HEIF = £188,646

The Chair reminded members of the gradual shift away from REF 2014 performance when applying the weighting to the QR allocations and that for 2019/20 these will be entirely based on the outcomes of GREAT 2018. The Chair also explained that some top-slicing had been applied to the QR allocations to help fund the Research Fellowships that had been agreed at the previous Committee meeting and which are discussed in more detail in the following agenda item. This had been done on a much smaller scale to the HEIF totals for costs relating to EDMs, Proof of Concept, and marketing. The Chair stressed that the expectation is for Faculties to utilise this QR money exclusively for REF related activities in order to enhance the final submission and that this will be closely monitored.

R&EC-17-6-1.3 UoG Research Fellowships

Following on from the previous agenda item, the Chair presented a paper outlining the figures for the allocation of 12 Research Fellows across the University using some of the QR funds discussed in the previous item. This had been agreed in principle at the previous Committee meeting and the paper was for general discussion and

comment.

The proposal was for these Research Fellows to be appointed on at least an AC2 pay scale and that the posts be for a fixed term period of three years. They would be assigned to agreed research themes within specific Units of Assessment (UoAs) and the selection process would follow a strict set of criteria. Bids will be invited using a predetermined template and will be assessed in conjunction with the UoA narrative. The proposed deadline for these is Friday, 24th August.

Once the outcome of the internal competition has been finalised, the Fellowships are to be advertised externally and candidates selected against set criteria using the new regulations for appointing academic staff. The intention is for 12 Research Fellows to be recruited but that the NRI and Computational Modelling (FACH) will not be eligible to apply as QR funds are already used to underpin academic staff costs in these areas. The Committee discussed the paper at length and agreed with the numbers and process. Progress will be reported on at subsequent meetings throughout academic session 2018/19.

R&EC-17-6-1.4 Strength in Places Fund (SIPF) + Expanding Excellence in England (E3) update

The Chair briefly updated the Committee with the latest developments with regards to both these recent UKRI calls. In terms of Expanding Excellence in England (E3), the NRI have been identified as a pocket of research excellence within the institution and the Vice-Chair is currently developing an Expression of Interest (EoI) which is scheduled to be submitted before the Tuesday, 17th July deadline.

The Strength in Places Fund (SIPF) proposal is further developed and again involves the NRI who are collaborating with both the University of Kent and NIAB-EMR (East Malling Research). There are currently some delays with the bid and some complexities are being worked through but the Committee will be kept informed of developments in due course.

R&EC-17-6-1.5 Part-time Professors

The Chair presented a paper to the Committee proposing the appointment of a number of part-time Professors due to the fact that REF 2021 allows for the submission of academic staff who have a contract of employment of 20% or above and that have a substantive connection with the submitting institution. The intention would be to deepen the relationship that the University has with visiting academics by offering them contracts of employment with a minimum 0.2 FTE for a fixed term period of up to three years and which would benefit both parties and comply with REF 2021 considerations.

The Chair stressed that no additional money would be made available for this potential scheme and that any appointments would

have to be clearly identified from existing resources through Faculty budgets and would therefore need careful consideration. The publication record of these individuals throughout the current REF cycle would be a significant factor in that there should be a focus on 4* outputs. These posts would not be advertised given the need for a substantive connection to exist with the University.

The Committee discussed the paper at length and agreed to the proposal and that it should be implemented as soon as possible in academic session 2018/19. The Chair will now take this forward to VCG, and if it is approved, will invite submissions for consideration through the use of a template that will be aligned with relevant assessment criteria.

ACTION: CHAIR

R&EC-17-6-1.6 KEF metrics

The Committee were presented with some slides that had been presented at a recent University Alliance technical meeting that related to KEF (Knowledge Exchange Framework). This was for general information and for noting by the Committee but the early indications suggest that the KEF will be more closely aligned to the existing TEF (Teaching Excellence Framework) rather than the REF (Research Excellence Framework). The KEF is still at a developmental stage but will be based on two pillars of principles and metrics. The current trajectory is that it will be an annual institutional submission which will be largely metrics driven but with some unassessed narrative component and impartial comparisons between institutions. The Committee will be updated with any developments in due course.

R&EC-17-6-2 MINUTES OF THE PREVIOUS MEETING

R&EC-17-6-2.1 Minutes of the fifth meeting of the Research & Enterprise Committee for the 2017/18 academic session held on Wednesday, 23rd May 2018

The minutes of the Research & Enterprise Committee held on Wednesday, 23rd May 2018 were agreed by the Committee to be a true and accurate record of the meeting.

R&EC-17-6-3 MATTERS ARISING FROM THE MINUTES

R&EC-17-6-3.1 Please refer to the action sheet attached.

All the actions other than those mentioned below are now complete or are to be discussed in more detail at this or subsequent meetings.

Action points still in progress from previous meeting:

R&EC 17-4-6.1 Each Faculty would prepare an end of year report addressing 2017/18 QR and HEIF expenditure and PGR endeavour which are to be presented at the first meeting of academic session 2018/19 scheduled for the end of September.

R&EC-17-6-4 RESEARCH EXCELLENCE FRAMEWORK 2021 PREPARATIONS

R&EC-17-6-4.1 GREAT 2018 update

The Chair provided the Committee with a brief update with regards to GREAT 2018 and that a total of 604 outputs had been received as part of the exercise and that work had started on allocating these for internal assessment. Currently the pool of internal assessors stood at around 120 and the Head of Research Development Services will be liaising with Faculty Directors of Research & Enterprise along with main panel leads to co-ordinate the process. Impact case studies were due by the end of July along with the UoA narratives and Committee members were reminded of the importance of completing these on time.

R&EC-17-6-4.2 REF 2021 training update

The Chair reported that both the recent training sessions that had been held by Vertigo Ventures relating to impact had received extremely positive feedback. In total, 35 members of staff attended both events together with others sitting in as observers which was encouraging.

The first environment statement workshop for UoA leads had also taken place at Greenwich campus which was reasonably well attended with a second session planned later in the month for staff at Medway campus. All the information on the slides will be made available to all UoA leads that were unable to attend either session in due course.

R&EC-17-6-5 GREENWICH RESEARCH & ENTERPRISE

R&EC-17-6-5.1 Research & Enterprise Financial Summary Report 2017/18

The Committee noted the financial summary report by Faculty from 1st August 2017 to 31st May 2018.

The Director of Research & Enterprise reported that revenue figures were at £18.2m for the first ten months of the year which was up nearly £3.5m on the same period last year with increases showing across the Faculties and NRI. There were still some concerns over the revenues for FBUS although their contracting totals looked healthier. Contracting figures for the other Faculties were mixed but NRI were significantly down compared to the same reporting period last year. NRI had a very strong 2016/17 and this was reflected in the latest data. Progress will continue to be closely monitored and

reported on at subsequent Committee meetings.

R&EC-17-6-5.2 Research & Enterprise Bidding Activity Report 2017/18 (New format)

The Committee noted the bidding activity report by Faculty from 1st August 2017 to 31st May 2018.

The Director of Research & Enterprise once again 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 data was encouraging with good success rates across the board with most Faculties showing a healthy bidding profile. FES was the only slight concern when comparing figures to 2016/17 but this could be due to significant staff changes that had recently taken place in Engineering. The figures continued to show a slight shift away from EU bidding to UKRI which may be a reflection of the current political climate.

A further table had been included to show how many different individuals had been successful with bids to better highlight the research portfolio across the different Faculties. The data showed an encouraging level of diversity of members of staff that had been awarded funding across the University and further information could now be extracted which could be used to identify any potential training needs.

R&EC-17-6-6 RETI

R&EC-17-6-6.1 Training programme update

The Head of RETI presented a paper updating the Committee with regards to the latest training programme for both members of staff and PGR students. A gap analysis had been carried out on the existing training provision based on a mapping exercise of the current programme, feedback from staff and PGRs, and training measures in the context of the external environment (Vitae). New sessions had now been made available that included a package on 'Essentials of Researcher training programme for staff' as well as a session on 'Employability for PGRs'.

The training programme was now essentially made up of three parts (PGR mandatory/Essentials/PGR and staff optional) and delivery was to be streamlined through time efficiency approaches. Block delivery and recorded sessions will be used and both in-house and external facilitators have been identified. This was for general information for the Committee and members were in agreement with the training developments for 2018/19.

R&EC-17-6-6.2 Minutes from ECR/PGR forum

The Head of RETI presented the Committee with the draft minutes of the first meeting of the ECR/PGR forum that had been held in May. These were for noting by the Committee and general comment but attendance to the forum was good with representation from all the Faculties with the exception of FES. This will hopefully be addressed for the next meeting which is scheduled for September. The forum was essentially made up of two parts (operational/discussion matters) and topics such as the three minute thesis (3MT) competition, the development of a potential PGR annual conference, and recommendations for PGR induction were discussed. **Panel members duly noted the minutes and the Chair requested that the minutes from future PGR/ECR fora feed into this Committee for comment and discussion.**

ACTION: HEAD OF RETI

R&EC-17-6-6.3 Common issues at appeals

The Head of RETI briefed the Committee that the number of PGR appeals had steadily been rising and that there were some common issues that had started to be identified. The principal concern related to members of the examination panel not abiding to University regulations and procedures and the Committee discussed this at length. Panel members agreed that this was a significant problem and that there was a requirement to change certain behaviours that should be communicated to members of staff involved in such panels via Faculty Directors of Research & Enterprise. The Committee concurred that the appointment of a suitable Chair was critical in addressing some of these complications, as there had been instances of them intervening on matters that were either not within their remit during the examination or disclosing information to examiners that could lead to bias. **The Chair requested that Faculty Directors of Research & Enterprise take extra care when nominating individuals to sit on examination panels as this growing trend of PGR appeals needs to be reversed.**

ACTION: CHAIR/FACULTY DIRECTORS OF RESEARCH & ENTERPRISE/HEAD OF RETI

R&EC-17-6-7 ITEMS FROM FACULTY RESEARCH & ENTERPRISE COMMITTEES

No items were brought to the attention of the Committee.

R&EC-17-6-8 POSTGRADUATE RESEARCH MATTERS

R&EC-17-6-8.1 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-17-6-8.2 Summary of PGR related business by FRDCs for 2017/18 to end of 30th June 2018

The Head of RETI 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 30th June 2018. This was for noting by the Committee but the concern remained over the number of withdrawals from programmes which currently stood at 17. There were also a total of 60 interruptions to date for 2017/18 which was a significant number and both of these metrics will continue to be monitored closely by Faculty Directors of Research & Enterprise to better understand the reasons behind them. The total number of registered PGR students presently stood at 560 and the hope is for this number to grow throughout academic session 2018/19.

R&EC-17-6-8.3 Research & Enterprise Strategy 2016-2021 – Monitoring progress against PGR related targets for 2017/18 to end of 30th June 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 30th June 2018. These were for noting by the Committee but there was still apprehension around the numbers of new registrations and doctoral awards. New registrations stood at a total of 100 against a target of 132 for the academic session, while despite doctoral awards having picked up slightly, completions were presently at 65 against a target of 79. Both of these figures were below expectations but the Chair commented that for the current REF period doctoral completions totalled 221 in comparison to 214 for the REF 2014 submission. With two full years still to go the hope would be for this figure to reach around 350 which would still represent a significant increase and that the original target of 400 as set out in the Research & Enterprise Strategy 2016-2021 may have been overly optimistic.

R&EC-17-6-9 ITEMS FOR INFORMATION

There were no items for information presented to the Committee.

R&EC-17-6-10 ANY OTHER BUSINESS

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

R&EC-17-6-11 DATES & TIMES OF 2018/19 MEETINGS

Meeting
September 26 th 2018, Greenwich Campus, Room QA075, 2.00pm
December 5 th 2018, Avery Hill Campus, Room G104, 2.00pm
February 6 th 2019, Medway Campus, Room B028, 2.00pm
April 10 th 2019, Avery Hill Campus, Room G104, 2.00pm
May 22 nd 2019, Medway Campus, Room B028, 2.00pm
July 3 rd 2019, Greenwich Campus, Room QA075, 2.00pm