

**Minutes for the second meeting of the Research & Enterprise Committee for
the 2020/21 Academic Session, held on Wednesday, 9th December 2020,
2.00pm via Microsoft Teams**

PRESENT:

Prof J Bonet	Chair, Deputy Vice-Chancellor (R&E)
Prof A Westby	Vice-Chair
Prof P Griffiths	Director of Research & Enterprise (GRE)
Prof B Cronin	PVC (BUS) Nominee
Prof R Pacella	Director of Institute for Lifecourse Development
Prof C Monks	PVC (EHHS) Nominee
Prof D Wray	PVC (E&S) Nominee
Prof C Bailey	PVC (LAS) Nominee
Prof T Reynolds	PVC (LAS) Nominee
Ms R Nunn	Head of Commercialisation & Innovation
Prof A Mehra	Head of Research & Enterprise Training Institute
Mr N Cormack-Bissett	Head of Research Development Services
Mr S Mujunga	Student Union Representative
Ms R Hassan	President of Doctoral Society
Mr P Angelo	Secretary

APOLOGIES FOR ABSENCE:

Dr M Yang	PVC (BUS) Nominee & ECR/PGR Nominee
Mrs W Curran	Finance Manager
Ms M Femi-Obalemo	Student Union Representative

R&EC-20-2-1 ITEMS FROM THE CHAIR

**R&EC-20-2-1.1 Sector input on Horizon Europe alternatives – London Higher
BEIS**

The Chair presented the Committee with some slides relating to sector input on Horizon Europe alternatives in conjunction with London Higher and the Department for Business, Energy & Industrial Strategy. The Chair commented that the current situation around EU funding remained politically complex, and that the ongoing Brexit

negotiations would determine any future outcomes. If the UK was not to be allowed to become an associate member then the slides set out a number of other options, but at this stage these were just for noting and comment.

The Chair added that there could be a very different research funding landscape from next year and that the University will need to be flexible and agile in its approach, but that there were some significant strengths throughout the institution and that all avenues should be explored. Networks will become increasingly important and so it was vital to build on existing relationships and that this will also have an impact on Knowledge Exchange. It was possible that things could change before the end of the year and that the Committee would be kept informed of any noteworthy developments. UKRO will be invited to talk to the academic community early in the new year once there is more clarity and a final position has been agreed.

R&EC-20-2-1.2 Entry document for Queen's Anniversary Prizes 2020 – 2022

The Chair briefed the Committee with regards to the entry document for the latest round of the Queen's Anniversary Prizes. The Chair reminded panel members that these were granted in the honours system every two years and recognised outstanding work by UK institutions that made a significant contribution to education, the economy and society, and wider human progress and wellbeing. These were very prestigious awards and the University had been successful on a few occasions, mainly through the work carried out by the NRI.

The Chair stressed that only the very best proposals would be funded and that any impact would need to be of 4* quality. The document was essentially for information, but that Faculty Directors of Research & Enterprise should give this careful consideration and to involve the Impact Framework Manager on any potential applications. The Vice-Chair added that proposals were assessed 'blind' and should adopt a less scientific approach in the way they were written.

The Chair concluded that this was another great opportunity for the institution to build on its past success with this eminent scheme, and requested that a communication group be set up involving Faculty Directors of Research & Enterprise, the Head of Research Development Services and the Impact Framework Manager to identify the strongest impact case studies for any potential submissions.

ACTION: FACULTY DIRECTORS OF RESEARCH & ENTERPRISE/HEAD OF RESEARCH DEVELOPMENT SERVICES/IMPACT FRAMEWORK MANAGER

R&EC-20-2-1.3 Research & Enterprise Committee Membership – Representation from Chairs of FRDCs

Following on from the first Committee meeting of this academic session where the panel membership for 2020/21 was confirmed, the Chair commented that on reflection, there should be more representation on the Committee from Chairs of FRDCs. Ideally this would be an individual from FLAS, as this was the Faculty with the widest range of academic disciplines and could also address the lack of representation from 'Panel D' subjects with regards to REF 2021.

After some discussion, **the Committee agreed that it would be beneficial to have a third nominee from FLAS included in the membership, and the Chair asked that the current representatives for FLAS discuss this at a local level and recommend a member of staff that could be suitable. The Secretary was to be subsequently informed so that they could be invited to future meetings.**

ACTION: PVC (LAS) NOMINEES/SECRETARY

R&EC-20-2-1.4 Implementation of responsible and fair approaches for research assessment update

The Chair introduced a paper that provided the Committee with an update relating to the implementation of responsible and fair approaches for research assessment. The University had developed a 'Statement on the Responsible Use of Metrics' but the Chair stressed that it was important that this be regularly appraised to ensure that the institution was inclusive and doing the right things in this area. The paper was essentially for information and to promote discussion, but it was clear that there was a need to identify a strategy for academic staff to be publishing in more top journals (Q1) rather than adopting a general approach.

The paper was positively received by panel members, but in order to ensure that research was assessed and evaluated in alignment to the requirements of certain funders, **the Committee agreed that a working group be formed to develop an approach to research evaluation which should include having an implementation plan and monitoring process. The working group was to have broad representation from across the majority of academic disciplines and involve members of staff from all REF panels.**

ACTION: CHAIR/FACULTY DIRECTORS OF RESEARCH & ENTERPRISE/HEAD OF RESEARCH DEVELOPMENT SERVICES

R&EC-20-2-1.5 Enhancing and optimising journal publishing at UoG

The Head of Research Development Services presented a paper designed to enhance and optimise journal publishing at the University. The institution currently publishes two active journals (Compass: Journal of Learning and Teaching, and Greenwich Social Work Review) but there was no real quality control and the paper provided a framework on how this could be addressed. After some lengthy discussion, the Committee agreed with the suggested proposals and that there needed to be a quality assurance mechanism in place. **The Chair requested that any potential future in-house journal publications be reviewed by this Committee and that the process should be formalised. As such, a business case and some guidance would be put together and brought to a subsequent meeting for further deliberation and agreement.**

ACTION: HEAD OF RESEARCH DEVELOPMENT SERVICES

R&EC-20-2-2 MINUTES OF THE PREVIOUS MEETING

R&EC-20-2-2.1 Minutes of the first meeting of the Research & Enterprise Committee for the 2020/21 academic session held on Wednesday, 23rd September 2020

The minutes of the Research & Enterprise Committee held on Wednesday, 23rd September 2020 were agreed by the Committee to be a true and accurate record of the meeting.

R&EC-20-2-3 MATTERS ARISING FROM THE MINUTES

R&EC-20-2-3.1 Please refer to the action sheet attached.

R&EC-20-2-4 RESEARCH EXCELLENCE FRAMEWORK 2021 PREPARATIONS

R&EC-20-2-4.1 Updated invitation to make submissions to REF 2021

The Chair provided panel members with a copy of the letter of the updated invitation for the institution to make its submission to REF 2021 following the changes to the timetable due to the COVID-19 pandemic. This was just for noting by the Committee and no further action was required as it was clear what the expectations were on the University to deliver the submission.

R&EC-20-2-4.2 Next round of UoA meetings – Environment statements

The Chair reminded the Committee that the latest round of Unit of Assessment meetings had commenced which were focusing on the

latest iterations of the environment statements for each of the UoAs. It was clear that some UoAs were further progressed than others with their drafts, and the Chair took the opportunity to stress the importance of not letting any of the internal deadlines slip as the University was now entering the final critical phase of the submission. Some of the final metrics data was being tidied up in relation to research income and PhD completions, but it was important for those individuals with key roles to allocate sufficient time and resources to complete all REF related tasks as these will intensify over the last few months.

The Chair briefly added that further rounds of UoA meetings were planned for the new year to bring the final submission together and that invitations to these meetings had already been sent out.

R&EC-20-2-4.3 Institutional level environment statement – updated draft

Following on from the previous item, the Committee was provided with the latest draft of the institutional level environment statement to help inform each of the individual UoA ones. The Chair commented that this covered the wider University strategy and that it will be polished into a stronger narrative over the next few weeks as there was still some key data missing, and that Directorates such as Estates and Human Resources will be asked to provide certain information which will be included in the statement. The Head of Research Development Services added that the document would be stored in a shared environment in the coming days for colleagues to be able to access accordingly.

R&EC-20-2-4.4 UoA progress report

The Head of Research Development Services notified panel members that a 'live' UoA progress report spreadsheet had been developed and had been made readily available on Microsoft Teams. It had been designed to capture all the latest progress for each UoA as to where they were with all the different aspects of their preparations and will feature at subsequent UoA meetings. The spreadsheet also indicated where GRE were with uploading various documents on to the REF submission system and was well received by the Committee to keep track of developments with regards to outputs, impact case studies, and the environment statements.

R&EC-20-2-4.5 Approach to physical outputs

The Head of Research Development Services briefed panel members that up until GREAT 2019 the institution had been buying monographs and books where chapters had been scored at 4* in previous GREAT cycles that were not available electronically. These were being stored on campus, but with the COVID-19 outbreak it was unlikely that these were now going to be scanned, and so the

intention was to send these physical outputs directly to the REF 2021 warehouse for assessment. This was essentially for information for the Committee, but the intention was for these to be donated to the University library once they were returned. This mainly related to outputs in UoAs in 'Panel D' where there are a number of physical monographs that are unable to be sent as pdf versions.

R&EC-20-2-4.6 Update on personal circumstances

The Head of Research Development Services informed the Committee that there had been no changes relating to individuals claiming any personal circumstances since the last time that this was reported on. A total of five had been declared to date (UoA17 = 2, UoA8 = 1, UoA18 = 1, UoA20 = 1) but that these were unlikely to lead to a reduction of outputs. The Chair reminded panel members that these were voluntary declarations but that they needed to be formally assessed by the REF EDI Committee with the outcomes officially recorded.

R&EC-20-2-5 GREENWICH RESEARCH & ENTERPRISE

R&EC-20-2-5.1 Performance dashboard

The Director of Research & Enterprise presented the latest performance dashboard of metrics to the Committee and reminded members of the conversations that were had as to how GRE could possibly work with the Faculties in a more strategic manner to optimise operational support.

The dashboard that GRE had developed reflected the input and output from academic activity for both Research and Knowledge Exchange and took into consideration Research/Enterprise Career Pathway FTE, unique PIs, and BAWs. These were for noting by the Committee but the Director of Research & Enterprise added that the plan was for GRE to work more closely with Faculty Directors of Research & Enterprise and to support Faculty Research and Knowledge Exchange strategies, and that academic staff identified through these metrics will be encouraged to embrace wider research expectations around bidding. The intention is for this dashboard of data to be presented on a quarterly basis for further discussion and analysis.

R&EC-20-2-5.2 RCIF applications 2020/21

The Director of Research & Enterprise reminded the Committee that the deadline was fast approaching for applications to RCIF 2020/21. Panel members were reminded of the guidance and that Faculties were restricted to maximum of three bids each and which were capped at £75k per proposal. **The Chair confirmed that all the**

applications received were to be assessed and scored as in previous years by an independent panel with the final outcomes to be communicated by the Secretary to Faculty Directors of Research & Enterprise before the end of January.

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

R&EC-20-2-5.3 UKRI World Class Laboratories (WCL) Fund 2020/21

Following on from the previous item, the Director of Research & Enterprise also commented that the same deadline applied for applications to the UKRI World Class Laboratories (WCL) Fund 2020/21. The funding that had been made available from this scheme was intended to be spent on the maintenance of existing equipment rather than the purchase of new items, but as for RCIF 2020/21 **the Chair confirmed that all the applications received were to be assessed and scored by an independent panel with the final outcomes to be communicated by the Secretary to Faculty Directors of Research & Enterprise before the end of January.**

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

R&EC-20-2-5.4 Draft version of Major Bids Framework

The Secretary presented a paper to the Committee that set out a draft version for a 'Major Bids Framework' for review and comment by panel members. The document detailed a transparent and proactive framework which could be used to select and support the strongest proposals for institutionally limited schemes.

The draft was well received by the Committee with some minor amendments suggested but that the key to this being a success was to keep to the deadlines stated in the recorded process. These were agreed to be fair and reasonable and panel members requested that this be circulated at the same time as such calls were announced to supplement any guidance that may have been published by funders. The Committee concurred that the framework be used and that if anything needed to be changed or added it could come back to this forum for further review.

R&EC-20-2-5.5 Faculty KEF strategy discussion

The Head of Commercialisation & Innovation informed the Committee that a series of meetings had been held with each of the Faculties as to how they were investing the latest HEIF funding after the allocations had been agreed. It was clear that they had all

adopted a different approach, but that the key was to map these strategies against the KEF to determine if the investment was going to lead to the required outcomes from Knowledge Exchange. Early analysis would suggest that there was a gap in the institution's strength when it came to public and community engagement, as well as in local growth and regeneration, and that HEIF monies had not been specifically ringfenced for these activities.

The Head of Commercialisation & Innovation added that this may lead to a re-design of the Innovation Fund which will consider the best way forward to allocate HEIF funding to drive an innovation loop and portfolio management of ideas right through to outcomes. Further discussions will take place with panel members to look at the best way to promote the University's Knowledge Exchange outcomes given that the next round of KEF narratives were due in May next year.

R&EC-20-2-5.6 Knowledge Exchange network update

The Head of Commercialisation & Innovation reminded the Committee that the Knowledge Exchange network was now established on Yammer and encouraged as many members of staff as possible to sign up to it.

Recent events such as a 'Knowledge Café', innovation funding accelerators, and a circular economy community of practice had been held to try and break down some of the barriers with regards to Knowledge Exchange across Faculties, and further ones were planned early next year around public and community engagement, and local growth and regeneration. Faculty Directors of Research & Enterprise were again asked to relay these messages to staff in their Faculties as these may help inform the next KEF narratives mentioned in the previous agenda item.

R&EC-20-2-5.7 Request to join ASPECT member network

The Head of Commercialisation & Innovation presented panel members with a paper that proposed that the University join the ASPECT member network that pursue commercial and business opportunities from research in social science. This was supported by Research England and led by the London School of Economics, but as there were other obligations involved it required agreement from the Committee. After some discussion, it was agreed that this was an excellent idea that had potential benefits across the institution, and as such, **the Chair requested that the Head of Commercialisation & Innovation take this forward with the academic that originally proposed this and that the institution formally join the ASPECT member network.**

ACTION: HEAD OF COMMERCIALISATION & INNOVATION

R&EC-20-2-5.8 RADAR update

The Director of Research & Enterprise briefly reported that the intention to go 'live' with RADAR was early in January following successful testing that had been carried out with FLAS. Guidance documents and online videos had been prepared to assist with the roll-out, and workshops were also planned in the new year to help steer the academic community through the transition to the new software and system. The Director of Research & Enterprise added that any feedback from Faculties to GRE would be welcome so that any adjustments could be made as it was possible that the first version may require some refinement.

R&EC-20-2-6 RETI

R&EC-20-2-6.1 PGR/ECR forum minutes

The Head of RETI presented the minutes from the last PGR/ECR forum that was held on Thursday, 12th November to the Committee. The meeting was generally positive and constructive although not all the Faculties were represented which was disappointing. These were just for noting by panel members, but it was clear that issues still remained over BAW allocations for ECRs that needed addressing as some individuals felt that they were not being sufficiently supported. The Committee agreed that a more strategic approach was required when allocating resources and that this could be explored further in the new Research & Knowledge Exchange strategy. This will remain a challenge over the coming year with COVID-19, but that a mentoring system could be introduced across all the Faculties as a step in the right direction.

R&EC-20-2-6.2 Update on representation of protected groups in PGR community

The Head of RETI reminded the Committee that UKRI had published its first set of harmonised diversity data for all the research councils for the past five academic years and that the information included metrics on protected characteristics such as age, disability, ethnicity and gender for funded PhD students. The institution had now mapped its figures against the national UKRI ones as it was important for the University to promote, and potentially invest in, greater diversity and inclusivity.

The Head of RETI presented a report which summarised these comparisons which also took HESA data into consideration and set out key findings for discussion by the Committee. Most of the metrics relating to age, disability and gender compared favourably but there were some concerns around ethnicity, where there was a low percentage of BAME PGR students that were 'university-funded'.

The Committee discussed ways in which this could be addressed and suggested the possible introduction of BAME VC PhD Scholarships, but that this required further in-depth dialogue outside of this meeting with the Student Union Representatives. The Chair stressed that this was a particularly important agenda item and that any updates were to be fed back to future Committee meetings.

R&EC-20-2-6.3 Request for new CDT doctoral programme codes (UK Food Systems)

The Vice-Chair reported that the UK Food Systems CDT being led by the NRI had started to put recruitment procedures in place for the first intake of PhD students for 2021/22. In order for there to be an efficient recruitment process, the NRI would like to request some new programme codes for the CDT. These were set out in a paper presented to panel members, and after some deliberation these were agreed to and were to be progressed accordingly. The Chair added that this was the first CDT being led by the University and represented a significant achievement for the institution and one that had been duly recognised.

R&EC-20-2-7 ITEMS FROM FACULTY RESEARCH & ENTERPRISE COMMITTEES

R&EC-20-2-7.1 Faculty QR + HEIF expenditure reports 2019/20

The Chair invited each of the Faculties to present their QR and HEIF expenditure reports for 2019/20. Panel members were reminded that these were necessary as per the requirements of the University's auditors. For the purposes of the minutes these are all available from the Secretary.

R&EC-20-2-7.2 FEHHS proposal for new ILD Centre

The Director of Institute for Lifecourse Development introduced a paper to the Committee that set out a proposal for the creation of a new research centre in the ILD. The ILD currently had six such centres, but the document set out the rationale for a seventh that would be named the 'Centre for Exercise Activity and Rehabilitation'. The interdisciplinary centre had already been endorsed at the FEHHS Faculty Research & Enterprise Committee, and after informative discussion the Committee ratified the decision for its formation. **The Chair requested that the Director of Institute for Lifecourse Development communicate the confirmation of the creation of the 'Centre for Exercise Activity and Rehabilitation' within the Faculty and that these changes be reflected more widely in the ILD.**

***ACTION: DIRECTOR OF INSTITUTE FOR LIFECOURSE
DEVELOPMENT***

R&EC-20-2-7.3 FES ECR Network proposal

The Vice-Chair presented a paper to the Committee that proposed the inception of an ECR Network within FES. The University was committed to the development of ECRs and to ensure that they were equipped to become world-class researchers. Following the most recent round of the UKRI Future Leaders Fellowship scheme, a priority area was established for the formation of such a cohort.

The Vice-Chair added that the suggested ECR Network would complement the PGR/ECR forum, as well as training opportunities managed by RETI, but that this required buy in from the wider research community. Following consultation, the Committee had no concerns and agreed with the proposal and that this could be managed at Faculty level.

R&EC-20-2-8 POSTGRADUATE RESEARCH MATTERS

R&EC-20-2-8.1 Financial support for PGR students impacted by COVID-19 lockdown

The Director of Research & Enterprise briefed the Committee on a paper that highlighted the financial support that had been made available to the PGR community who had been particularly impacted by the University lockdown as a consequence of the COVID-19 outbreak. This had been discussed at the Research & Enterprise Task & Finish Group as many students had experienced interruptions to their research, and the Director of Research & Enterprise explained that £100k had been top-sliced from the QR budget to offer assistance to those most in need.

The process for identifying those students was highlighted in the document, and the Student Union Representatives were complimentary in their feedback as to how this had been received within the PGR community and that communication had been excellent. The Committee agreed that the situation will need to continue to be monitored closely as complications due to COVID-19 were guaranteed to persist into the new year.

R&EC-20-2-8.2 PGR Office for Students (OfS) BAME application

The Director of Research & Enterprise informed the Committee that a PGR Office for Students (OfS) BAME proposal was currently being developed with other institutions from the University Alliance. The University of Greenwich was not leading on the application, but the bid explored ways in which the PGR community could be supported in applying for research funding together with looking at ways in which their CVs could be embedded in academic culture. The Director of Research & Enterprise added that this was an

extremely competitive call and that the NRI had also been approached to participate as part of LIDo (London Interdisciplinary Biosciences Consortium) and that the Committee would be kept informed of any outcomes.

R&EC-20-2-9 ITEMS FOR INFORMATION

R&EC-20-2-9.1 2019/20 Annual Report to Court – final version

The Committee noted this item for information.

R&EC-20-2-9.2 Research & Enterprise Financial Summary Report 2020/21

The Committee noted this item for information.

R&EC-20-2-9.3 Research & Enterprise Bidding Activity Report 2020/21

The Committee noted this item for information.

R&EC-20-2-9.4 PGR Completions – Recommendations for Committee

The Committee noted this item for information.

R&EC-20-2-9.5 Summary of PGR related business by FRDCs for 2020/21 to end of Q1 (31st October 2020)

The Committee noted this item for information.

R&EC-20-2-10 ANY OTHER BUSINESS

The PVC (BUS) Nominee enquired about the VC PhD Scholarship scheme for 2021/22 and whether there were any details about how many may be made available. The Chair confirmed that this was still under discussion, but despite current financial uncertainties, it was likely to follow a similar pattern to the previous year. The advice was to start with the internal competition process and that the Committee would be informed as soon as any final decisions had been made.

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

R&EC-20-2-11 DATES & TIMES OF 2020/21 MEETINGS

Meeting
February 3 rd 2021, Medway Campus, Room P130, 2.00pm

April 14 th 2021, Greenwich Campus, Room QA075, 2.00pm
May 19 th 2021, Avery Hill Campus, Room G104, 2.00pm
June 30 th 2021, Medway Campus, Room P130, 2.00pm