

UNIVERSITY OF YORK

RESEARCH COMMITTEE

Minutes of the meeting held on 6 June 2012

Present: The Pro-Vice-Chancellor (Research) (in the Chair)
Professor Karl Claxton
Professor M Collins
Professor M Beaney
Professor K Fernandes
Professor E Hancock
Professor F Hardman
Professor P Kaye
Dr J Potts
Professor S Rees-Jones

In attendance: Director of the Research and Enterprise Office
Research Strategy and Policy Manager
Research Strategy and Policy Officer

Apologies for absence were received from Dr I D'Amico, Dr A Sowden, IP Manager and Research Grants and Contracts Manager

11-12/75 Minutes of the meeting held on 21 March 2012.

The minutes of the meeting held on 21 March 2012 were **approved**.

11-12/76 Minutes of the meeting held on 11 April 2012.

The minutes of the meeting held on 11 April 2012 were **approved**.

11-12/77 EPSRC Data Management Policy Road Map

Arising from M11-12/28 the Committee **noted** that in relation to the EPSRC Data Management Policy Road map, a report had been sent to EPSRC and further work was being undertaken by the Library.

11-12/78 Code of Practice for the Selection of Staff for REF2014

Arising from M11-12/39 the Committee **noted** that the Code of Practice for the Selection of Staff for REF2014 had been submitted to HEFCE and was awaiting approval.

11-12/79 Academic Coordinators' job description

Arising from M11-12/77 the Committee **received** for information the Academic Coordinators' job description.

11-12/80 Research Committee members reports on activities undertaken in relation to the support given to their nominated departments

The Committee **noted** that Research Committee members had not undertaken any activities in relation to the support given to their nominated departments, other than the work related to the REF preparations.

11-12/81 Annual Operating Statement for Research Committee 2011/12

The Committee **reviewed** the Annual Operating Statement for Research Committee 2011/12 and **noted** that the annual operating statement for 2012/13 would be developed following the later agenda item on research committee priorities.

11-12/82 Feedback from the Research Forum and Head of Department Away Day

The Committee **received** feedback from the Research Forum and Head of Department Away day on Research and **noted** that many of the issues raised were those previously identified by Research Committee. It was **noted** that there was a pressing need to strengthen the role of Chairs of Departmental Research Committees and that the Academic Co-ordinators could play a useful role in ensuring this happened.

It was **agreed** that the feedback indicated that the aim should be to move to a situation where Research Committee set clear parameters and frameworks for research within which Departmental Research Committee should operate. It was queried how Research Committee activities should relate to Medium Term Planning exercise and it was **agreed** that this was an important issue that should be considered when other governance issues had been resolved.

ACTION PVC(R)

11-12/83 Priorities for Research Committee 2012/13

The Committee **considered** the priorities for Research Committee for 2012/13. It was **noted** that the Committee had already agreed to include the Academic Co-ordinators to the Committee membership and to use Working Groups for the development and implementation of research management priorities. In particular, the Working Group model would allow individual members to develop greater expertise on in particular topics.

It was **agreed** that matters relating to REF were obviously a priority but that they should be managed separately from standard business. It was recognised that the aim should be to view REF as a strategic submission which highlighted ongoing research management issues that needed to be managed.

The Committee **agreed** that there were a number of issues that it should be receive regular reports on

- New research activities and policy development
- Development of overarching research strategies such as a Biomedical research
- Research priorities where appropriate
- Academic Coordinators' report on research activities including new appointments and for the first report an analysis of the strengths and constraints
- All proposals over 1 million and success rates

It was further agreed that the priorities for 2012/13 would include

- A review of the new departmental strategies to ensure they were fit for purpose
- Consideration of the implications of departmental strategies, in particular the prioritisation of funding and to feed this analysis into MTP/LTP.
- Development of annual departmental report against their research strategy and any new developments
- Development of a framework for activities, including the assessment of opportunities and competitive advantage, what constraints have been identified and where additional support might be required and a strategic overview of the use of resources. (to be discussed at the full December meeting).
- Review of the research management issues identified as part of Mock REF
- Development of a stronger framework for mentoring, clarifying research expectations and research performance issues, taking into account the

historic bias to equating research income success with research performance.

- Development of benchmarks for research performance, including identification of resources required.
- Review of Impact Strategies once developed, including a University strategy.
- Development of a PGR framework, in order to understand how students fitted into research strategies, how they were supported and the level of financial support.
- Report on current DTCs and potential developments.

It was **agreed** that the introduction of a research discovery day would be interesting but was not a priority. In addition, matters relating to IDCs would not be considered until departmental governance matters had been resolved.

Resulting from the above discussions, it was **noted** that Research Performance and Research Management was a major issue and one that needed the input of HR. As such, it was agreed that there needed to be stronger links with HR, including regular reporting to Research Committee on progress, in order for there to be greater input to developments. It was **agreed** that a Working Group on this issue considering how to support HoDs, Chairs of DRCs and individuals should be set up. It was also **agreed** a Postgraduate Research Working Group should be set up.

The PVC(R) **agreed** to develop a proposal on priorities and how they would be progressed.

ACTION PVC(R)

11-12/84 Promotions Committee research performance descriptors and REF

The Committee **considered** a minute from promotions committee research performance descriptors and REF and welcomed the suggestion that REF submission and REF performance descriptors should not be used in the context of promotion. The Committee **agreed** that descriptors should critically reflect on actual performance and that Heads of Department should be instructed not to include references to REF in the guidance on promotion.

11-12/85 Detailed analysis of the Mock REF submissions (FOI Exempt)

11-12/86 Responses to Mock REF from departments (FOI Exempt)

11-12/87 Reporting and management information dashboards relating to the PURE system

The Committee **considered** a paper on reporting and management information dashboards relating to the PURE system and were asked to comment on whether the proposed information would allow departments to manage the research activities more effectively. It was suggested that, in addition, a plot of staff income and grants applied for was useful. It was also suggested that the reports should be produced automatically and uploaded to the Management Information Gateway, with an automatic email sent to the Chair of the relevant DRC. However, it was recognised that this was a large volume of data and that monthly report might not be appropriate.

11-12/88 Research grant income

The Committee **received** for information a report on research grant income and **noted** that this was the quarterly report presented to the Senior Management Group. It was **agreed** that the format was also suitable for Research Committee but **noted** that it was still under development. It was recognised that the key issue was still the lack of success in winning large grants.

11-12/89 Annual Report on Research Misconduct

The Committee **received** for information the Annual Report on Research Misconduct.

11-12/90 Departmental Research Strategy Template

The Committee **received** for information the Departmental Research Strategy Template.

11-12/91 Report of the Research Priming Fund meeting of the meeting of 24 April 2012 and projects applied for and awarded during 2011/12

The Committee **received** for information a report of the Research Priming Fund meeting of the meeting of 24 April 2012 and projects applied for and awarded during 2011/12.

11-12/92 Date of next meeting

The Committee **noted** the provisional dates of meetings for 2012/13. All meetings were due to take place on Wednesdays at 2.15pm.

3 October 2012

28 November 2012

16 January 2013

20 March 2013

12 June 2013

July 2012

Anna Grey

Research Strategy and Policy Manager