

**UNIVERSITY OF YORK**

**Senate**

**RESEARCH COMMITTEE**

**Minutes of the meeting held on 15 November 2017**

- Present:**
- Pro-Vice-Chancellor (Research) (Chair)
  - Dean, Faculty of Arts and Humanities (MM17-18/32 - 47 only)
  - Dean, Faculty of Social Sciences
  - Dean, Faculty of Sciences
  - Associate Dean (Research), Faculty of Sciences
  - Associate Dean (Research), Faculty of Social Sciences
  - Professor David Barnett
  - Professor Mathew Evans (MM17-18/32 - 47 only)
  - Professor Maria Goddard
  - Dr Mary Leng
  - Professor William McGuire
  - Professor Jenny Steele (MM17-18/39 onwards)
  - Professor Elizabeth Tyler
  - Professor Piran White
  - Director of Research & Enterprise
  - Associate Director: Research & Enterprise and Head of Research Services
  - Research Strategy and Policy Manager
- In attendance:**
- Dr Nicola Meenan (MM17-18/40 only)
  - Ms Liz Waller (MM17-18/42 & 43 only)
  - Ms Janette Colclough (MM17-18/42 & 43 only)
  - Ms Kirsty Dillingham (MM17-18/45 - 47 only)
  - Dr Alice Wakely (Secretary)

Apologies for absence were received from Professors Timmis, Stoneham, N Brown and Dr Giles.

**17-18/32 Declaration of conflicts of interest**

Members were invited to declare any potential conflicts of interest relating to the business of the meeting. None were identified.

### 17-18/33 Minutes of the meeting held on 27 September 2017

The Committee **approved** the minutes of the meeting held on 27 September 2017 (RC.17-18/26), subject to correction of the title of the Associate Director: Research & Enterprise and Head of Research Services.

### 17-18/34 Research Committee action log

The Committee **considered** a progress report against its action log for 2017/18 (RC.17-18/27). The following points were **noted**:

- (a) M17-18/09: Social Media Guidelines webpages had been designed and would be going live later in the week. Dr Claire Anderson, Assistant Head of Wentworth, had been asked to organise a Social Media for Researchers experience-sharing event for February 2018.
- (b) Paragraph redacted- **SENSITIVE INFORMATION**
- (c) M16-17/150: the proposed paper for the current meeting on proposals for ECR Fellowships had been postponed, and an oral progress report would be provided instead.
- (d) M17-18/14: URC's recommendations from the last meeting regarding feed-in between ADRR information and SPMs had been superseded by revised structures proposed by Planning to replace SPMs. Research did not currently feature strongly in the proposed structures; however, the Chair **reported** that this omission had been recognised, and that the Head of Planning was preparing further proposals for consideration by the PVCRC in the first instance, prior to wider circulation for comment. The Committee **noted** that the opportunity to shape the proposals was important.
- (e) M17-18/13: TRAC briefings had taken place and a summary of the feedback on the sessions would be provided for the TRAC Steering Group. Clearer guidance was now available on how to complete TRAC returns, emphasising the importance of accurate TRAC data. The Committee **decided** that it would also be helpful for HoDs to be briefed via Faculty Executive Groups.

**ACTION: JG**

### 17-18/35 Report from the Chair

The Committee **received** an oral report on recent developments from the Chair, as follows:

- (a) Full details of REF2021 were still awaited from HEFCE, and further delay was anticipated. The Committee **noted** that it was important to avoid speculation over issues which had not yet been resolved.
- (b) Research Communications Strategy: progress was being made, and a draft Strategy would come to the Committee's next meeting in January for approval. Priorities would

be discussed at Research Forum on 24 November in terms of the types of communication activity to focus on and the research areas to be prioritised for promotion. Members were asked to encourage Chairs of DRC to attend.

- (c) Dr Mark Mortimer would be leaving the University at the end of February 2018 to become the University of Glasgow's Executive Director of Research and Innovation. The Committee thanked Dr Mortimer for his contribution to the research endeavour and to URC.

## **17-18/36 Reports from the Associate Deans (Research)**

The Committee **received** oral reports on recent developments from the Associate Deans (Research), noting the following:

### *Sciences*

- (a) The Assuring Autonomy International Programme had launched: a £12m investment looking at the safety of robotics and autonomous systems (RAS).
- (b) In conjunction with the YGRS, the Faculty was preparing to respond to CDT/DTP calls from EPSRC and NERC, expected in January.

### *Social Sciences*

The ESRC Research Centres Competition was expected to launch in November. The University was limited to two submissions. The University's internal deadline for expressions of interest was 16 November, and the ESRC deadline for submitting outline proposals was March 2018.

### *Arts and Humanities*

The Dean of the Faculty of Arts & Humanities reported the following on behalf of the Acting Associate Dean (Research):

- (a) Staffing: Catherine Hardman would join the University as Research Development Manager for the Arts & Humanities on 8 January. Andrew Stead had been appointed in an Impact Administrator role for 12 months. The role of Associate Dean (Research) for the Arts & Humanities and Director of the HRC would be advertised, to commence from 1 October 2018. Dr Giles would continue in this role in the interim.
- (b) REF support was ongoing: meetings with departments were scheduled for the New Year to review progress.
- (c) The Faculty valued the opportunity to discuss research income projections with departments, and awaited developments in relation to the University's strategic planning structures.

(d) The HRC was developing a bid for a Creative R&D Partnership under the AHRC Creative Industries Clusters Programme.

**17-18/37 Report from the Dean of the York Graduate Research School**

In the Dean's absence, the Committee **noted** that there were no substantive items to report.

**17-18/38 Report from the Director of Research & Enterprise (FOI EXEMPT)**

**17-18/39 Report from the REF Strategy Group (CONFIDENTIAL & FOI EXEMPT)**

**17-18/40 Principles for research evaluation**

The Committee **considered** a final draft of the principles for research evaluation (RC.17-18/31). Dr Meenan attended the meeting for this item. The Committee **noted** that the document had been revised in the light of its comments at the September meeting, and that further minor amendments had been made following consultation with Faculty Research Groups. The Committee **approved** the principles for research evaluation and **noted** that they would be launched via Chairs of DRC and YRAF and made available via the Library's research support webpages.

**17-18/41 Mechanisms for the approval of research entities**

The Committee **considered** proposed mechanisms for the approval of research entities (RC.17-18/30). The following points were **noted**:

- (a) The Associate Deans (Research) would advise on the appropriate categorisation when proposals for a new research entity were put forward.
- (b) Further work was needed to develop the proposed annual reporting processes. Governance models 1 and 2 would report via ADRR; governance model 3 would report separately.
- (c) In relation to differentiating between a research group and a model 1 research entity, it was **noted** that departments would be provided with a list to report against, and could advise accordingly. Further contextual information would be available from departmental research strategies submitted as part of the ADRR process.
- (d) Regarding the 'financial model' information requested as part of the approval form, it was clarified that departments would be advised by Planning, with particular reference to cost centres and how this would be split in the case of a cross-departmental entity. It was **noted** that a change was needed in the table of governance arrangements in

relation to 'Finances': cost centres should be discussed with the Faculty Support Group rather than the Associate Dean (Research), and across Faculties where necessary.

- (e) Regarding the need for an external advisory board and/or a steering committee, it was proposed that the wording of the questions in the approval form should be changed to 'appropriate' rather than 'required', in order to indicate that further consideration of the matter by the URC reviewers was expected.

The Committee **approved** the guidance note, the approval form and the proposed processes subject to the above comments, and **noted** that the information would be circulated to Chairs of DRC via Faculty Research Groups.

**ACTION: AG**

#### **17-18/42 Revisions to the Research Data Management policy**

The Committee **considered** proposed revisions to the University's Research Data Management policy (RC.17-18/32). Ms Colclough and Ms Waller attended the meeting for this item.

In the course of discussion the following points were **noted**:

- (a) The definition of research data needed to extend to data obtained from external providers, and as such the requirements of research data providers also needed to be acknowledged.
- (b) The consultation on the proposed revisions had included discussions over whether Data Management Plans should be mandatory. The Committee **noted** the need to focus on core compliance and avoid 'gold-plating' of initiatives.
- (c) The Committee **noted** the importance of links between research data management and ethical procedures. It further **noted** that at the recent meeting of University Ethics Committee, the Information Governance Officer had briefed ethics subcommittee chairs on the General Data Protection Regulation. This aspect of research data management was represented on the University RDM group by the Keeper of Archives at the Borthwick.

The Committee **approved** the revisions to the Research Data Management policy, subject to the change requested under point (a) above.

#### **17-18/43 Proposals for a central Open Access fund for publications (FOI EXEMPT)**

#### **17-18/44 Proposals for ECR Fellowships**

The Committee **received** an oral update from the Associate Director: Research & Enterprise and Head of Research Services in relation to the development of proposals for ECR

Fellowships. It **noted** that the paper originally proposed for this item had been postponed and would be considered at the Committee's meeting in January 2018. A working group had been set up to develop the draft proposals further, focusing on the Committee's comments to date. The group consisted of:

- An academic representative from each Faculty
- Representation from departmental research facilitators
- The Associate Director: Research & Enterprise and Head of Research Services
- The Head of the Research Excellence Training Team

with input from the Associate Deans (Research) and the Research Strategy and Policy Manager.

**17-18/45 Applications and awards to end September 2017 (FOI EXEMPT)**

**17-18/46 Analysis of Research Council success rates (FOI EXEMPT)**

**17-18/47 Analysis of EC funding (FOI EXEMPT)**

**17-18/48 Diversification of research income (FOI EXEMPT)**

**CATEGORY II BUSINESS**

**17-18/49 RCUK FAP Audit report 2017**

The Committee **received** for information the University's RCUK FAP Audit report for 2017 (RC.17-18/39) (*FOI Exempt*).

**17-18/50 Annual ethical conduct audit for ESRC-funded projects**

The Committee **received** for information a summary of the annual ethical conduct audit for ESRC-funded projects undertaken for 2016-17 (RC.17-18/40).

**17-18/51 Minutes of the GCRF Steering Group**

The Committee **received** for information the minutes of the meeting of the GCRF Steering Group held on 25 September 2017 (RC.17-18/41).

**17-18/52 Minutes of the Faculty Research Group for the Sciences**

The Committee **received** for information the minutes of the meeting of the Faculty Research Group for the Sciences held on 25 October 2017 (RC.17-18/42).

**17-18/53 Minutes of the Faculty Research Group for the Arts and Humanities**

The Committee **received** for information the minutes of the meeting of the Faculty Research Group for the Arts and Humanities held on 26 October 2017 (RC.17-18/43).

**17-18/54 Minutes of the Faculty Research Group for the Social Sciences**

The Committee **received** for information the minutes of the meeting of the Faculty Research Group for the Social Sciences held on 12 September 2017 (RC.17-18/44).

**17-18/55 Minutes of the Research Excellence Training Steering Group**

The Committee **received** for information the minutes of the meeting of the Research Excellence Training Steering Group held on 16 October 2017 (RC.17-18/45).

**17-18/56 Minutes of the Research Communications Strategy Group**

The Committee **received** for information the minutes of the meeting of the Research Communications Strategy Group held on 12 October 2017 (RC.17-18/46).

**17-18/57 Next meeting**

The Committee **noted** details of the next meeting: Tuesday 30 January 2018 at 10am in H/G17, Heslington Hall.

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November 2017