

RESEARCH AND KNOWLEDGE EXCHANGE COMMITTEE

CONFIRMED

Wednesday 15 November 2017
14.00 – 16.30
Room 4B021, Frenchay Campus

Present: Professor Martin Boddy (Chair), Richard Bond, Professor Myra Conway, Dr Lauren Devine, Professor Olena Doran, Hazel Edwards, Tracey John, Professor Glenn Lyons, Jane Newton, Professor Nicholas O'Regan, Mandy Rose, Professor Neil Willey, Dr Heidi Williamson.

Apologies: Professor Richard Bolden, Amanda Conway, Rachel Cowie, Professor Tony Ghaye, Paul Manners, Professor Mel Smith

In attendance: Alison Vaughton (Officer), Professor Jane Powell (for agenda item 6)

WELCOMES AND APOLOGIES FOR ABSENCE

RKEC17.11.01 Professor Boddy welcomed Professor Di Harcourt as the professional representative for HAS Faculty and Professor Jane Powell for item 6, Centre of Excellence proposal.

RKEC17.11.02 Apologies were received from Professor Richard Bolden, Rachel Cowie, Professor Tony Ghaye, Paul Manners and Professor Mel Smith.

MEMBERSHIP, TERMS OF REFERENCE

RKEC17.11.03 The Committee reviewed and confirmed its Terms of Reference. The Chair noted that the Committee does not currently have a representative from Strategic Communications and Engagement, nor a student representative. Efforts were continuing to be made to find suitable candidates.

MINUTES OF THE MEETING ON 14TH JUNE 2017 AND MATTERS ARISING

RKEC17.11.04 The minutes of the meeting on 14th June were agreed as an accurate record of the proceedings.

RKEC17.11.05 RKEC17.06.10 TRAC data – circulated to members, see RKEC17.11.08 below.

RKEC17.11.06 RKEC17.06.21 PGR Regulations – Professor Willey confirmed that the revised regulations had been taken to Academic Board on 5th July.

RKEC17.11.07 RKEC17.06.40 PIMS. Professor Boddy reported that a great deal of effort had gone into ensuring that the specification for the system is right ahead of tendering. User groups within each faculty had been very useful in this respect. Visits to other universities which already have systems in place would be taking place over the coming month. An intranet page with more information for staff was due to go live shortly, details would be circulated to members.

Action: AV

CHAIR'S REPORT

- RKEC17.11.08 TRAC data: Professor Boddy tabled a paper showing TRAC data for 2015-16 and highlighting UWE against its peer group (C) on full economic costs, academic staff time, and cost recovery of fEC. It showed that UWE is in the lowest quartile for fEC on main activities as a percentage of total costs, against a Group C average of 16.1% and third quartile of 19.2%, with UWE devoting just 11.6%.
- RKEC17.11.09 On academic staff time, UWE's 10.7% includes externally and internally funded time and some scholarship time. UWE's peer group (C) allocates 17.7%, suggesting that UWE is underspending by a significant margin, although the University is quite successful at securing external research funds, which indicates that the shortfall is in internal investment. It was important to note this, and to think about what could be done about this. Professor Boddy reported that discussions about this had been held at Directorate and Board of Governor level and it had been made clear that it would be difficult to maintain UWE's REF position without greater investment. This was a significant concern. Professor Boddy had asked Ian Duffy to see whether this was a new/recent situation or if it had been like this for several years.
- RKEC17.11.10 Further examination of the TRAC data revealed that on fEC recovery for external funding UWE had been quite successful, particularly for EU funding (75.9% v 53% elsewhere in the sector) and for funding from charities (recovering 60+%). On PGR the University recovers significantly less than its benchmark group. This could be due to overzealous-ness in the allocation of costs. The important message here was a real concern about underinvestment in internal funding with UWE coming across as less research intensive than the average for groups D, E and F.
- RKEC17.11.11 Professor Boddy reported that the Directorate had shown a willingness to invest in real cash terms, with new staff appointments, and were looking at key strengths and opportunities for interdisciplinary work, and possible increases in internal staff time for research (although there was the challenge of how to achieve this without damaging teaching). Professor Boddy stated that this information could be shared with Executive Deans and within faculties.

BRISTOL CENTRE OF PUBLIC HEALTH AND WELLBEING

- RKEC17.11.12 Professor Powell presented a proposal for the establishment of a Centre of Excellence of Public Health and Wellbeing. She welcomed the feedback she had received from the Research Strategy Implementation Group (RSIG) in putting together the present proposal (RKEC17.11.02). In making her presentation Professor Powell highlighted the following:
- Income generated by staff in the Centre to date and outputs published
 - Provision of strong research training and competencies fit for practice in public health (internationally)
 - Desire to extend secondary membership
 - Collaborative working and bidding
 - Driven by all disciplines with equal status rather than clinically/medically led
 - Distinctive at a time when the direction of funding appears to be moving in the Centre's favour
 - Four draft impact case studies in preparation

- A wealth of alumni – excellent researchers and teachers, developing research trainers and teachers.

- RKEC17.11.13 Professor Boddy invited comments from the Committee. Professor Doran reported that the proposal had the support of the HAS Faculty Executive and noted that the case for establishing the Centre had gone through significant review and revision by the Faculty RKE Committee and the RSIG. Members felt that the proposal contained a lot of clear information, although there could have been greater clarity on the quality of outputs and staff. The proposal included an ambitious and realistic business plan, with key national and international opportunities to make ambitions realisable.
- RKEC17.11.14 Ms Edwards welcomed the proposed closer working with ACE and highlighted initiatives already in place (in DCRC; and Dr Beeching’s work on Alzheimers). Professor Willey supported the PGR ambitions in the proposal.
- RKEC17.11.15 Professor Harcourt asked whether the Centre was aiming to have a particular niche, and whether that might be incorporated into the Centre’s name, however Professor Powell did not think that the multi-disciplinary focus of the Centre could be reflected in this way. She was keen to emphasise how the Centre would dovetail with the activity of other research intensive HEIs, partnering for projects. She did not anticipate any challenge to the proposed title of the Centre.
- RKEC17.11.16 Professor Boddy noted general support and enthusiasm from the Committee for the proposal and confirmed recommendation for approval by Academic Board.
Action: AV
- REF2021**
- RKEC17.11.17 Professor Boddy reported that while initial decisions had been published in September there was still much to be learnt about how the next exercise would run. The two principal areas still to be determined were around staff submission and portability of outputs. Further decisions were expected to be published shortly*. It was looking likely that some aspects of REF2021 may be transitional, eg on portability of outputs, with some elements being piloted for this exercise.
[*Note: Decisions on staff and outputs were published on 21 November 2017]
- RKEC17.11.18 Internally, preparations were being made on the basis of what was already known (paper RKEC17.11.03). Outputs were being reviewed but potentially far more would need to be considered. A meeting of Unit of Assessment Leaders would take place in early December, by which stage it was hoped that more would be known about the rules of the exercise.
- RKEC17.11.19 Richard Bond noted that the weighting of scores for impact in the exercise had increased significantly, not only through the additional weighting of the impact case studies (from 20% to 25%), but the inclusion of impact in the environment template. There was some thought that impact case studies in preparation may not be as advanced as hoped at this stage – although there is a significant number of abstracts it was not yet clear whether these would translate into full case studies with all the required supporting evidence.
- RKEC17.11.20 On the criteria for research active staff, while various ideas had been trailed in blogs and private email conversations with HEFCE, until such time as

pronouncements were made it did not seem appropriate to speculate further on how this would play out.

RKEC17.11.21 Ms Newton reminded members of the importance of ensuring that outputs are open-access compliant. There was a danger that some outputs may be 'lost' through the failure of academics to adhere to the HEFCE and REF open access requirements.

RKEC17.11.22 Members were advised that a call had gone out from HEFCE for nominations for panel members. While individual academics could not self-nominate, and HEIs could not likewise, interested staff should be encouraged to make themselves known to nominating bodies (learned and professional bodies) and Professor Boddy confirmed that UWE would be happy to support people in the role if successful.

URKEC ANNUAL REPORT

RKEC17.11.23 Professor Boddy reported that the Academic Board calendar had shifted to meet the requirements of the HEFCE Annual Provider Review, so that the URKEC report for 2016-17 had already been submitted. A copy of the report (paper RKEC17.11.04) was provided for information.

GRADUATE SCHOOL

RKEC17.11.24 Professor Willey reported on the PRES results for 2017. The results were good, with UWE absolutely on benchmark average, although this reflected a combination of higher and lower scores. However, for research culture UWE was in the lowest quartile (and has been for at least the last 6 years – ie last 3 PRES). The Graduate School was continuing to try to remedy this, but PGRs continued to say that they were not having as good an experience as they would want: this was equally true of full time and part time students, and for Prof Docs as well as PhDs. There were however parts where the student experience was much better than others and it was clear that action needed to be taken, although it was not clear what action this should be.

RKEC17.11.25 Professor Willey stated that he hoped to have discussions with faculties around the PRES findings, but some thought also needed to be given to what might be done on an institutional-wide basis, including the possibility of designating an informal PGR/Prof Doc area. Members suggested there may be scope to make it clearer to students, when completing the PRES, what it is that the questions were asking. The culture questions in particular may not be as clear as they could be. There may be lessons to learn from the experience of the NSS.

RKEC17.11.26 Current PGR numbers were around 535 (including Prof Docs), representing around 20 fewer than the previous year, ie not a significant difference, but lower than quite a few other universities. Almost all comparator HEIs had more PGR students, in some cases significantly more, although there was some uncertainty around figures. Noting the key activities for the Graduate School in 2016-17 in paper RKEC17.11.05, Professor Willey reported that arrangements were now in place at Hartpury, but noted the need to amend the statement under Developments and Activities for 2016-17 'Significant work towards Hartpury College awarding UWE PGR degrees' should read delivering **not** awarding.

Action: NW

UNIVERSITY RESEARCH ETHICS COMMITTEE

- RKEC17.11.27 Dr Devine presented the UREC Annual Report for 2016-17 (RKEC17.11.06) noting that she had taken over as UREC Chair part-way through the year and there had been a short period mid-year when there had been no Chair when the Deputy, Dr Woodley, had stood in. She reported that she had established a working group to look at policies, procedures and practices relating to research ethics at UWE. The working group was up and running, and giving space and opportunity to share and pool experience. She stated that she was aiming to achieve consistency in practice across the University, and addressing any grey areas identified, with the aim of protecting both research participants and researchers. She was particularly keen that UREC and its sub-committees should be supportive, a view that was welcomed by members of the Committee. Some interesting conversations were already taking place and she would report back to the Committee at the end of the year.
- RKEC17.11.28 Dr Devine noted that there had been no significant change in the number of applications reviewed by the Research Ethics Committees, and that an audit of student projects was planned for later in the current year. One particularly testing problematic application considered by UREC had thrown up some interesting issues which had formalised the need for an appeals/complaints procedure. This was being worked on by the Chair together with the Research Governance Manager.
- RKEC17.11.29 Following earlier discussions and consideration of the guidance on security sensitive research further amendments had been made in discussion with Jayne Storey and an agreed version forwarded to the Board of Governors and to HEFCE.

AWEC POLICY STATEMENT

- RKEC17.11.30 Dr Devine presented a proposed policy statement for the Animal Welfare and Ethics Committee (AWEC) – RKEC17.11.07. She flagged to the Committee that she had not been involved in setting up the AWEC and was just getting up to speed on its activity and practices given the sensitivity around research involving animals. The AWEC Chair, Dr Farnon Ellwood, had asked UREC to approve the statement, but Dr Devine noted that the policy related to teaching as well as to research and that UREC does not have authority (through its terms of reference) regarding teaching. The policy includes teaching as the relevant legislation states that it must, however any work relating to teaching will fall to the LTSEC to review and sign off.
- RKEC17.11.31 The Committee requested two amendments to the draft policy statement:
- Paragraph 3 -
- The University does not hold a Home Office Licence, and has no plans currently to apply for one. Work involving live animals **which would fall under the licence** does not, and cannot, currently take place at UWE, Bristol.
- Paragraph 4 –
- All UWE, Bristol research and teaching activities involving animals **do not require a Home Office licence but** are subject to rigorous scrutiny by the University's Animal Welfare and Ethics Committee. ~~The work of this Committee is informed by~~ **includes members who are** veterinary surgeons ~~as well as~~ who are independent experts from outside of the university. Scrutiny of all applications to work with

animals includes a detailed cost benefit analysis which includes the extent to which there are potential benefits to animals, humans, communities and societies.

The Committee was happy to approve the statement for submission to Academic Board once amended as above.

Action: AV

HUMAN TISSUE SUB-COMMITTEE (HTSC)

- RKEC17.11.32 Professor Conway presented the Annual Report for the HTSC (RKEC17.11.08) reporting that the Quality Management System had been updated based on changes in the Codes of Practice. A working group on human tissue in teaching had been established which would lead to the creation of a document for teaching equivalent to the QMS.
- RKEC17.11.33 The annual audit had gone well, issues raised had been addressed and all cases were now compliant. A new training event was planned with some training to be made compulsory. There had been an issue with one human tissue supplier (tissue supplied for teaching purposes) where the consent had elapsed. The tissue had been returned to the provider and an alternative supplier was being sought.
- RKEC17.11.34 Professor Conway recorded her thanks to David Qualtrough, Dave Corry and Ros Rouse for their help over the year. Professor Doran expressed her thanks from the faculty, endorsed on behalf of the Committee, to Professor Conway for her continuing contribution to this very important area of work.

LIBRARY SERVICES UPDATE

- RKEC17.11.35 The Committee received a report from the Library Services (RKEC17.11.09). Professor Doran requested an update on the open access pilot scheme running in FET. Professor Lyons reported that there had been little take up, and he would be happy to defer this to RSIG with a view to making the fund UWE-wide. He noted that in FET there was a requirement that outputs qualifying for the fund must demonstrate that they support an impact case study. Generally, there continued to be misunderstandings about open access requirements. More work was needed on clarification and diffusing misunderstandings and this would be picked up with Amanda Conway through RBI.

Action: RB/AC

FACULTY RESEARCH UPDATES FROM ASSOCIATE DEANS (RKE)

- RKEC17.11.36 ACE – Ms Rose presented paper RKEC17.11.10 noting that though bidding activity had slowed it was still increasing. One big headline for the faculty had been the success of the bid for Bristol to have UNESCO City of Film status, with Andrew Spicer and Charlotte Crofts instrumental in the bid which had been very much welcomed in the city. Other notable events included the forthcoming opening of the Bristol VR Lab after Christmas and the 3D3 consortium. The review and refresh of the ACE Research Centres was already underway.
- RKEC17.11.37 FBL – Professor O’Regan presented his report (RKEC17.11.11). He reported that all three Research Centres and four Research Groups were very active. The Bristol Leadership and Change Centre had exceeded its target for income. The Bristol Centre for Economics and Finance had performed well on outputs and impact case studies although income was down (despite healthy bidding levels). In the Centre for Applied Legal Research Dr Devine had secured significant funds from Nuffield.

An advertisement was currently open to appoint a professor in Law who would also become the Director of the CALR.

- RKEC17.11.38 FET – Professor Lyons commented on the limitations of metrics, recognising that while income was growing per FTE and FTE numbers going up, distribution was very diverse with a very pronounced head and **long** tail. It was necessary to look below the metrics in FET, and probably across the whole University.
- RKEC17.11.39 Professor Lyons reported that the FET RKEC had approved a new research group at its meeting in October – the Creative Technologies Laboratory. The faculty continued to make efforts with new starters, having set up a programme of work to create a sense of a cohort and organised a new starters' away day.
- RKEC17.11.40 Professor Boddy advised members that this was Professor Lyons' final URKEC meeting as Associate Dean for FET following his appointment as the Mott MacDonald Chair in Future Mobility. It was hoped that his successor would be appointed on 1st December. Professor Boddy took this opportunity to thank Professor Lyons for his fantastic contributions over the past 8 years, to this Committee and to many other fora across the University.
- RKEC17.11.41 HAS – Professor Doran's report (RKEC17.11.13) was based on the reports from the Research Centres in the faculty. She noted very successful bidding including awards from the NERC, BBSRC and Wellcome Trust as well as from industry. There had been some very welcome collaborations with other faculties, but Professor Doran stressed the need to capture and to reflect contributions from all faculties involved. She noted that there had been substantial investment in facilities in the faculty. A dissemination day had been particularly successful and she hoped to develop more such research events. Other highlights included a substantial Dove report from CAR which was anticipated to have global impact; several new key appointments in the faculty; the approval of the new Research Centre and a new research theme, knowledge mobilisation, which would be important for the whole faculty and for the University.

CRITERIA AND MONITORING ARRANGEMENTS FOR RESEARCH CENTRES/INSTITUTES

- RKEC17.11.42 Professor Boddy advised members that annual reports for all of the Research Centres could be found on the URKEC SharePoint site. Before the next meeting of the Committee Associate Deans would be meeting with Research Centre Directors and would bring overarching reports for their faculties to the meeting on 31st January.
- RKEC17.11.43 Richard Bond reported that the revised criteria and monitoring arrangements for Research Centres/Institutes (RKEC17.11.14) had been considered by this Committee and by RSIG and were now presented for final approval. The core of the proposals retained the concept of Centres of Excellence but recommended discontinuation of the category of institute. Present institutes would become centres of excellence (but able to retain the name institute). A formal programme of reviews on a 5-year rolling basis would be introduced under the auspices of this Committee to confirm re-approval. Faculties would be free to continue to review their centres if desired. The intention of the changes was to ensure that the URKEC has overall responsibility for research through the Centres. Overall the criteria had been tweaked rather than made radically different.
- RKEC17.11.44 Members asked how the proposed 5-year reviews would be implemented and expressed concern in case this should become an extensive paper exercise. Mr

Bond stated that the process was being piloted unofficially in ACE to see how well it worked. The template would be brought back to this Committee together with feedback from ACE. He reassured members that the requirement to provide an annual report would be waived in the year that a review was conducted.

- RKEC17.11.45 Professor Boddy stated that he planned to review workload allowances for Research Centre Directors for discussion by RSIG, bearing in mind that there are examples of both large and small successful research Centres. Following discussion of this by RSIG these proposals would be taken to Academic Board.

Action: MB/AV

RESEARCH 2030

- RKEC17.11.46 Professor Boddy stated that the Directorate was already giving some early thinking to the University's strategy towards 2030. Some consideration would be needed in revising the research strategy and this would be brought back to the Committee.

IP POLICY

- RKEC17.11.47 Tracey John presented the draft policy, circulated to members earlier in the day, noting that it had been reviewed by lawyers. She reported that she had incorporated some of the comments received to date from members of RSIG. It was intended that a short version would be produced for students, and that the interface for staff would be made more user-friendly. Further work would need to be done with PGR students to help them to understand the nuances of IP and (part-) assignment where they are working with others in UWE or outside.

- RKEC17.11.48 Asked about whether the University may have opportunities to exploit IP Mrs John explained that the University's focus was not on looking to create spin-out companies, but in ensuring that UWE has the appropriate IP permissions for ongoing research while any commercialisation is done by the most appropriate parties.

- RKEC17.11.49 The Chair proposed that members have a week to send any further comments to Mrs John and the policy would then be taken to Academic Board on 8 December.
Action: TJ/AV

ENTERPRISE UPDATE

- RKEC17.11.50 Professor Boddy asked Tracey John to provide an update at the next meeting.

EXTERNAL BIDDING DETAILS

- RKEC17.11.51 The Committee received, for information, papers RKEC17.11.17a and RKEC17.11.17b UWE Research and Non-research bids to November 2017.

HEALTH AND SAFETY

- RKEC17.11.52 No health and safety issues were raised.

ANY OTHER BUSINESS

- RKEC17.11.53 There was no other business.

MEETING DATES FOR 2017-18

Wednesday 15th November 2017, 14:00-16:30

Wednesday 31st January 2017, 14:00-16:30

Wednesday 18th April 2017, 14:00-16:30

Wednesday 13th June 2017, 14:00-16:30

Actions:

RKEC17.11.07	Details of PIMS intranet page to be circulated to members	AV
RKEC17.11.16	The proposal to establish a Bristol Centre of Public Health and Wellbeing endorsed for recommendation to Academic Board	AV
RKEC17.11.26	Hartpury College: statement under Developments and Activities for 2016-17 'Significant work towards Hartpury College awarding UWE PGR degrees' to be amended to read delivering not awarding.	NW
RKEC17.11.31	AWEC policy statement – following amendment as requested by the Committee, the statement to be submitted to Academic Board for approval	AV
RKEC17.11.35	Open access - further work on clarification and diffusing misunderstandings by RBI and Amanda Conway	RB/AC
RKEC17.11.45	Centres of excellence, revisions to criteria - Professor Boddy to review workload allowances for Research Centre Directors for discussion by RSIG, and proposals to be taken to Academic Board.	MB/AV
RKEC17.11.49	IP Policy - Members to send any further comments to Mrs John and the policy would then be taken to Academic Board on 8 December.	TJ/AV