



ACADEMIC BOARD

RESEARCH AND KNOWLEDGE EXCHANGE COMMITTEE

CONFIRMED

Minutes of the meeting of the Research and Knowledge Exchange Committee held on Wednesday 19 February 2014, 15.00 – 17.10pm, Dartington Suite, Farmhouse, Frenchay

Present: Prof. M Boddy(Chair), Prof. J Ames, Prof. N O'Regan, Prof. P Rawlings, Prof. R Coates, Prof. O Doran, Prof. J Tucker, Prof. J Kent, Dr N Willey, Amanda Conway, Jane Newton, Tracey John.

Apologies: Prof G Lyons, Prof M Smith, Richard Bond, Rachel Cowie, Julia Weston, Paul Manners.

In attendance: Lesley Brock (Officer), Ros Rouse

WELCOME, APOLOGIES FOR ABSENCE AND MEMBERSHIP

RKEC 14.2.1 The Committee noted apologies from Prof. G Lyons, Prof. M Smith, Richard Bond, Rachel Cowie, Julia Weston and Paul Manners

RKEC 14.2.2 The Chair welcomed everyone to the meeting and took the opportunity to update them on plans to cover the duties of Prof. Paul Gough since his departure from UWE. There are no plans to replace him immediately. The Chair would be covering a large part of the role but not all of it. There may be some delegation down to Associate Deans for Research of cross university responsibilities.

MINUTES OF THE PREVIOUS MEETING

RKEC 14.2.3 The minutes of the meeting held on 30th October 2013 were agreed with one amendment.

ACTIONS AND MATTERS ARISING

RKEC 14.2.4 RKEC 13.10.6 – Faculty research implementation plans have been made available to members on the UREC SharePoint site.

RKEC 14.2.5 RKEC 13.10.16 – Prof. Kent has further circulated her paper on Research involving children.

RKEC 14.2.6 RKEC 13.10.20 – Arrangements for annual reporting to Academic Board (including content of the UREC report) to be confirmed with the acting Director of Corporate and Academic Services. This action is ongoing.

Action: RKEC Chair and Officer

- RKEC 14.2.7 RKEC 13.10.21 – Guidance for staff and students on Research Sponsorship at UWE has been published on the university's web pages.
- RKEC 14.2.8 RKEC 13.10.24 – Human Tissue Sub-Committee and its terms of reference have been discussed and brought to this meeting as an agenda item.
- RKEC 14.2.9 RKEC 13.10.40 - Preparation of FAQs on access to the university's RCUK fund for article processing charges has been taken over from RBI by the Library and is ongoing.

Action: Amanda Conway

- RKEC 14.2.10 There were no matters arising.

RESEARCH REVIEW

- RKEC 14.2.11 The Chair informed the members of the Committee that UWE is now at an interesting point in the research cycle. The REF is over and results won't be known until December 2014. Consequent QR allocations won't be known until March 2015. He was of the opinion that the university should not hold off and wait for these announcements before formulating research plans for the future.
- RKEC 14.2.12 The Chair's first point was that he feels plans should be ambitious. UWE submitted the same number of staff to REF 2014 as for RAE 2008. Outputs were of a much better quality but then so were everyone else's. He asked if this was good enough going forward to REF 2020 or is it disappointing.
- RKEC 14.2.13 His second point was that the funding provided after RAE 2008 was used in a more focused way than previously and went to areas that had done well. There was some evidence that this worked and these areas continued to improve and expand. He asked if future funding strategy should be more focused, more radical and provide more routes into research.
- RKEC 14.2.14 There followed a discussion on these two points and various ways allocations could be focused to gain most improvement. The main areas of discussion were:
- Some areas have lots of competition and need extra support but so do other areas which struggle to become research active.
 - Students need to be supported as well as staff.
 - Funded research should actively improve the attractiveness of UWE to prospective students.
 - All staff on permanent contracts with 5 weeks allocated for research are expected to be research active so all areas should be research active.
 - The schemes we already have in place to support and nourish research should be reviewed and addressed if they don't.
 - Analysis of how previous funding has actually lead to submitting staff to the REF.
 - Supporting mid-career staff as well as early career researchers.
 - How and when to identify areas to focus future funding on.
 - Using research to feed into teaching.

RKEC 14.2.15 The Chair thanked the Committee for their thoughts. When asked how this would be taken forward he informed the meeting that the issue would now go to the Research Strategy Implementation Group for them to map out the process, which would then be presented to RKEC.

Action: Chair and RSIG

RESEARCH CENTER AND INSTITUTE – ANNUAL REPORTS

RKEC 14.2.16 The Chair introduced this item and explained that the reports would feed into the review process for the centres and institutes. He asked the relevant Associate Deans present to give an overview of the reports for their centres and institutes.

RKEC 14.2.17 NO'R reported that those within his faculty were of varying degrees of success and activity. There are two new centres which are about to be launched. He felt the reports need to be brought down to a more manageable size and into a format that will more easily allow comparison between them. Possibly highlighting funding, bidding, publications, and targets. He also said that he had not considered the reports deeply at this point. Discussion followed on the possibility and practicalities of using a standard template. A suggestion was that perhaps have a partial template to highlight information not available from other sources.

RKEC 14.2.18 JA commented that all of the HAS research centres have strategies and plans. She was generally happy with the reports received. Some areas of research in her faculty are to be reviewed due to the recent changes to the makeup of the faculty. She highlighted that IBST, ISHE and SCU are all cross faculty partnerships with FET and that the way forward for these needs to be discussed with FET.

RKEC 14.2.19 PR opened his comments on the reports by wondering what ACE would look like without its research centres. He has concerns over their sustainability, their added value, the funding they attract and the impact they are having. Some are doing very interesting research but have little need for funding or are just not bidding for it. He is worried that the research they are doing is not visible and not making a difference to curriculum design. He expressed the opinion that all academic staff should be connected to a research centre and all research centres should be firmly anchored in the faculty. There is a lot of fantastic research going on within ACE over a huge range of subject areas. He concluded saying that there will need to be a review of the centres within ACE going forward towards REF 2020.

RKEC 14.2.20 It was stated that these reports would feed into the Research Centre Review. The Committee wanted to know when this would be and what it would do. The Chair informed the Committee that this started after the REF submission and that RSIG would decide the timetable for it and that he would bring an outline of it to the next meeting of this committee.

Action: Chair and RSIG

RKEC 14.2.21 A short discussion followed about the connections between RCs and the Graduate School and embedding PhDs in RCs.

ATHENA SWAN DEVELOPMENT

RKEC 14.2.22 OD presented her paper regarding Athena SWAN covering the background to the scheme; how UWE has signed up to the charter, is promoting it in house and adopting its principles; the impact it is having on research and teaching funding. She also explained that it sits under the umbrella of Equality and Diversity, that it is an aspect that will be considered under the next REF and is important for the future. Notably UWE has already achieved a bronze award and the department of BBAS the first departmental bronze award, other departments have or will soon be applying for awards.

RKEC 14.2.23 JK thanked OD for her report and remarked on the great progress being made. She then asked how equality is being measured and if RKEC has any oversight. OD responded to inform the committee that UWE has a self-assessment team, an action plan and progress reporting.

RKEC 14.2.24 The Committee then discussed the merits of having an annual report which could be correlated to research related action points once a year. This was agreed. It was also suggested that other Equality and Diversity issues should be similarly correlated.

Action: Olena Doran

DEPARTMENT OF HEALTH RESEARCH GOVERNANCE FRAMEWORK WORKING GROUP

RKEC 14.2.25 RR explained to the Committee that there is concern over compliance with responsibilities under the above framework within UWE. There are lots of requirements to fulfil and there is some suggestion of non-compliance at UWE. The purpose of the paper RR presented was to recommend the formation of a temporary working group to address the issues and report back to RKEC with recommendations. This was supported by the committee and the draft terms of reference for the group agreed. The setting up of this working group will go ahead.

HUMAN TISSUE SUB-COMMITTEE – TERMS OF REFERENCE

RKEC 14.2.26 RR introduced her paper on this subject and explained that it contained the revised Terms of Reference for the proposed sub-committee as requested by an earlier RKEC meeting. These were accepted and agreed.

RKEC 14.2.27 A discussion followed on who would chair this sub-committee and if they would be a member of RKEC. Also who would be included in the pool of advisors. MB asked for nominees for the chair's position and he will appoint from them. He assured the Committee that it would be an appropriate appointment.

Action: MB

RESEARCH WITH CHILDREN AND YOUNG PEOPLE – GUIDANCE

RKEC 14.2.28 JK presented her paper on the above subject. She explained that this had been produced by a working group assigned to look into it. The paper presented is a final version for information. She highlighted the references to Safeguarding

training on page 4 of the paper, saying that it was not yet generally on offer but that it is recommended to be as soon as possible. This training also needs to be developed for researchers as there is an expectation that they should have the training. It is felt that the training should be part of the curriculum for students who will be working with relevant groups in the future. PhD students who will be involved in this field will be expected to do the training as will their supervisors. Finally she emphasised that the training needs to be adopted.

RKEC
14.2.29

A discussion followed on whether the training should be an expectation or a requirement. The feeling of the Committee was that it should be a requirement. The discussion then turned to how it is ensured that the training is completed by those who need to do it. JK explained that she will be doing all she can to make all staff aware of the requirement. It was agreed that RR would be the point of contact and she would welcome any suggestions about raising awareness. Some initial suggestions were that checking training has been completed become part of the ethics process. However, this would be difficult and complicated to manage. It was felt that an audit process might give the scope of the issue. JK assured the committee that although the document presented is the final version to be published it will of course be periodically reviewed and amended as required.

BUSINESS AND KNOWLEDGE EXCHANGE

RKEC
14.2.30

The Chair informed the meeting that this item will be taken forward to the next meeting due to lack of time at this meeting. He did give a quick update informing the Committee that UWE was administering a £4,000,000 fund awarded by the Regional Growth Fund to support innovative businesses. This high profile and allows businesses to work with consultants which they might otherwise not be able to afford to do. He asked the Committee to identify and let him know of any relevant contacts they might have. The closing date is 10th March 2014 and projects are expected to start in May 2014.

GRADUATE SCHOOL UPDATE AND ANNUAL REPORT

RKEC
14.2.31

NW presented his paper on the above. At the time of the meeting there 250 FTE PhD and Professional Doctorate students. About 25% were Prof. Doc. He reported that this is a sustainable population but hopes that it will grow in the future and help with strategic targets. UWE came out well in the PRES results being in the top quartile with a 40% response rate by students. PR acknowledged the work done by NW and the Graduate School since its formation. This was echoed by the Chair and the rest of the Committee.

LIBRARY SERVICES UPDATE

RKEC
14.2.32

AC presented her two reports to the Committee and highlighted the two following points:

- Full text downloads of publications are on the increase due to open access. More people are finding them.
- Open Access Publishing – There are few problems when the author pays for this. The library is now overseeing the RCUK grant system for it. Any

questions about costs and funding should now be directed to the library. The funding of APC for publications not resulting from RC funding will need to be addressed in the future.

ANY OTHER BUSINESS

RKEC No further issues were raised.
14.2.33

Actions:

RKEC13.10.20	Arrangements for annual reporting to Academic Board (including the content of the UREC report) to be confirmed with the Acting Director of Corporate and Academic Services.	Chair of RKEC/ RKEC Officer Ongoing
RKEC13.10.40	RBI to prepare FAQs on access to the University's RCUK fund for article processing charges. This action has been taken over by the Library.	Amanda Conway Ongoing
RKEC 14.2.15	Research Review – RSIG to map out process and to be presented at future meeting of RKEC.	Chair/RSIG
RKEC 14.2.20	Research Centre Review – RSIG will decide the form and timetable for this. Chair to bring outline to the April meeting of RKEC.	Chair/RSIG
RKEC 14.2.24	Athena Swan and other Equality and Diversity schemes within UWE. Annual report on progress to be presented to RKEC. Timing to be agreed.	Prof. O Doran
RKEC 14.2.27	Human Tissue Sub-Committee – Chair to be appointed. Nominations to be made to RKEC Chair.	RKEC Members/Chair

Future meeting dates:

Wednesday 2 April 2014, 14.00-16.00

Wednesday 11 June 2014, 14.00-16.00

(Meetings in Dartington Suite, Farmhouse, Frenchay Campus)