



ACADEMIC BOARD

RESEARCH AND KNOWLEDGE EXCHANGE COMMITTEE

CONFIRMED

Wednesday 22 April 2015

14.00 – 16.30

Room 4B021, Frenchay

Present: Professor Martin Boddy (Chair), Professor Jenny Ames, Professor Myra Conway, Professor Olena Doran, Keith Hicks, Tracey John, Professor Julie Kent, Professor Glenn Lyons, Professor Nicholas O'Regan, Jane Newton, Professor Peter Rawlings, Mandy Rose, Dee Smart, Professor Mel Smith, Dr Neil Willey.

Apologies: Richard Bond, Amanda Conway, Liz Broadbent, Rachel Cowie, Dr Phillippa Diedrichs, Paul Manners, Dr Chris Potter, Professor Jon Tucker.

In attendance: Vicky Jones (Marketing), Alison Vaughton (Officer)

WELCOMES, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

RKEC15.4.1 The Chair welcomed Vicky Jones to the meeting to represent Marketing. All members introduced themselves. Apologies had been received from Richard Bond, Amanda Conway, Liz Broadbent, Rachel Cowie, Dr Phillippa Diedrichs, Paul Manners, Dr Chris Potter and Professor Jon Tucker.

MINUTES OF THE PREVIOUS MEETING

RKEC15.4.2 The minutes of the previous meeting (4 February 2015) were confirmed as an accurate record.

QR FUNDING

RKEC15.4.3 The Chair tabled Paper RKEC15/4/1 detailing QR generated and its allocation for 2015-16, following the outcome of REF 2014. He noted that the total allocation represented a significant uplift on the previous year's, but cautioned that there was no certainty about the budget for future years. He demonstrated the transparency of the allocations to faculties and noted that funds had been set aside for specific initiatives, including for PhD studentships and 'new blood' appointments, as agreed by the Directorate following discussion at the Board of Governors.

RKEC15.4.4 The Chair noted that the agreed allocations did not include a 'top slice' for the University, and that all of the QR funds received, apart from the funds for research support including the research repository, would be allocated to

faculties. The Chair did not expect faculties to distribute funds on the basis of where it had been generated, but to be used strategically to encourage research with impact.

RKEC15.4.5 The transparency of the allocation process was welcomed, as was the encouragement from the Board of Governors through its commitment to invest in research. It was agreed that the information in the tabled paper should be collated into a document with a contextual narrative for wider dissemination to the research community.

Action: MB/RB

DRAFT RESEARCH STRATEGY AND INVESTMENT PLAN

RKEC15.4.6 The Chair reported that he had drafted a paper 'Towards a research strategy' which had been shared with Executive Deans and the Directorate. The paper required some further work and he undertook to draw together the work on research impact (see RKEC 15.4.10 below) and work by Professor Lyons on Key Performance Indicators, and bring this to the June meeting of this Committee as a suite of integrated documents.

Action: MB

RKEC15.4.7 The Chair proposed that discussion on the strategy should not go beyond the Committee at this stage, and that a paper should go forward from RKEC to Academic Board in the summer.

UWE RESEARCH IMPACT STRATEGY

RKEC15.4.8 Professor Ames presented paper RKEC 15/4/3 UWE Research Impact Strategy for final consideration and to seek approval. This was a revised version of the paper brought to the February meeting and addressed comments raised from consultations at faculty level and by this Committee. It was hoped that this would make the document more user-friendly. The next step would be for faculties and professional services (particularly RBI, Finance, Marketing and the Library) to develop action and implementation plans.

RKEC15.4.9 The paper was welcomed by members of the Committee. It was recognised that this was a dynamic document which would require frequent, and early, review. The ownership of the stated objectives would rest in different faculties and services and would need to be addressed in the action plans which would be reviewed by the Research Strategy Implementation Group (RSIG). Asked about the particular priorities for individual services, Professor Ames suggested these might better be addressed through conversations with the services, rather than attempting to capture these in the document.

RKEC15.4.10 The Chair thanked Professor Ames for this extremely valuable piece of work. Following minor tweaks to the document, this would be incorporated into a broader research strategy paper.

FACULTY UPDATES

- RKEC15.4.11 For HAS Professor Ames reported:
- Forthcoming workshop to consider the arguments for and against returning submissions to the next REF.
 - The Faculty was very pleased to be part of the pilot University Alliance Doctoral Training Alliance (Applied BioSciences for Health), with at least two faculty-funded doctoral students.
 - Significant progress with collecting some 40-50 impact abstracts. To date the key learning point from the exercise was the urgent need to encourage staff to plan pathways to impact.
- RKEC15.4.12 Professor Rawlings reported for ACE:
- The recent appointment of eight Associate Professors, closely aligned to Research Centres, demonstrating considerable investment.
 - Activity to alter the way in which the Faculty views lone researchers, by focussing on collaboration.
 - A useful half-day session on impact at the Watershed, with a helpful contribution from RBI.
 - Forthcoming 3D3 interviews for the Doctoral Training Collaboration with Falmouth and Plymouth Universities.
 - With the REACT project/initiative reaching an end in 2016, the Faculty was now looking to develop its legacy, including start-up companies.
- RKEC15.4.13 FET – Professor Lyons reported the following:
- A call for candidate impact case study abstracts.
 - FET Research Showcase (7 May), open to all FET staff, to demonstrate the diversity of excellence in the Faculty's research. Professor Lyons to send details to the Committee Officer to share with RKEC members.
 - Resource allocation – internal faculty funding had been agreed, for confirmation with Professor Boddy.
 - Noted research data management requirements from EPSRC as of 1 May.
 - Large wall displays based on REF impact were due to go on show shortly – these would demonstrate striking, high-visibility impact stories. Bringing the displays to fruition had proved challenging, but might well be worth replicating elsewhere. Professor Lyons would share details of the launch with RKEC members through the Committee Officer.
- Action: GL, AV**
- RKEC15.4.14 Professor O'Regan reported for FBL:
- Allocations of research allowances were being made, based on an expectation that all research staff should have a clear strategy for bidding.
 - 36 potential impact case studies had been identified – this list would be reviewed and revised. Some thought was being given to appointing

impact champions.

- Some strong bids were being put together and submitted.

RKEC15.4.15 The Chair requested that Associate Deans (RKE) provide a short written update on faculty research activity for future meetings.

Action: JA, GL, NO'R, PR

LIBRARY SERVICES UPDATE

RKEC15.4.16 Amanda Conway was unable to attend the meeting but had provided an update from Library Services, Paper RKEC 15/4/4 and asked in particular that Committee members note that both EPSRC and ESRC have new research data management policies in force.

GRADUATE SCHOOL UPDATE

RKEC15.4.17 The Graduate School Director reported a successful trial QAA review. While the assessment focuses to a great extent on teaching and learning, it also includes postgraduate research. All seemed to be going well at this stage of the exercise.

RKEC15.4.18 Dr Willey reminded members that the Postgraduate Research Experience Survey (PRES) was still open. Uptake had been good, but further completion would be welcomed.

RKEC15.4.19 A residential graduate school course was being organised for July and invitations had been sent to eligible students.

RKEC15.4.20 Dr Willey presented paper RKEC 15/4/5 Review of PGR Viva Outcomes. He explained that, on the advice of the Chief External Examiner, the principal recommendation of the paper was that the range of viva outcomes should be expanded to introduce a major amendments category. The recommendation followed extensive consultation, and would bring UWE in line with sector comparator institutions.

RKEC15.4.21 The Committee discussed the paper and welcomed the proposed changes. It was noted that one minor amendment was required to the wording on page 2, section C1. With this amendment, the Committee approved the paper to go forward to Academic Board for final approval. It was also agreed that Dr Willey would take the paper to LTSE Committee, for information, as the proposal deals with assessment outcomes.

Action: NW, AV

RESEARCH ETHICS

RKEC15.4.22 Professor Kent, Chair of the University Research Ethics Committee, presented paper RKEC 15/4/6 Consultation document on University

Research Ethics Committees: Policy and Procedures for Research Ethics Approval. The document had last been revised in 2012 and this updated version had been approved by UREC.

- RKEC15.4.23 Professor Kent highlighted the key changes from the previous version. It was proposed that researchers should have the opportunity (but not requirement) to bring for ethical review and approval, any research proposal which raises significant ethical issues. To date, only research involving human participants, their tissue and data, require ethical scrutiny and approval. A section had been added on the re-use of data to bring UREC in line with the ESRC Framework for Research Ethics. Further, the composition of the Committee had been revised to include representatives from the Graduate School – one staff member and one doctoral student.
- RKEC15.4.24 All ESRC-funded research requiring ethical approval was currently reviewed by UREC. This arrangement was based on the early composition of the UREC and FRECs and the requirements of the ESRC Framework for Research Ethics. It was now considered that the University's four FRECs were sufficiently constituted to review ESRC-funded research.
- RKEC15.4.25 The section on animal research was currently missing and would be added before the document was finalised. Professor Kent undertook to draft a paragraph for discussion with Professor Ames, Professor Doran and Professor Conway. Once agreed this would be added to the present paper and re-circulated to all Committee members for comment. The final paper would be forwarded to Academic Board for approval.
Action: JK, JA, OD, MC and AV
- RKEC15.4.26 The revised Policy and Procedures document, once approved by Academic Board, would be uploaded to the research ethics webpages. It was suggested that there was a need for the profile of research ethics, together with human tissue research and health and safety in research to be raised.
- RKEC15.4.27 The Committee received Paper RKEC 15/4/7 Guidelines on Ethical Review of Evaluation Studies and Evaluation Research. Professor Kent explained that these guidelines had been prepared to respond to activity which may raise ethical issues but did not constitute research. The document had been circulated to all Heads of Service for comment. It was hoped that the guidelines would encourage consideration of the ethical concerns of evaluation, though it was made clear that this was not intended for module evaluation. The UREC planned to deliver some training on this in the future.
- RKEC15.4.28 Professor Boddy thanked Professor Kent for this and the previous paper and stated that he would take the Evaluation guidelines to the Services Group and that it should be forwarded to Academic Board for approval.
Action: MB, AV

BUSINESS ENGAGEMENT

- RKEC15.4.29 Innovation for Growth (I4G) (1) - Tracey John presented Paper RKEC 15/4/8 and reported that UWE had, subject to due diligence, been awarded a further £4m through the Regional Growth Fund to run I4G funding calls in 2015. The due diligence visit was scheduled and the calls were expected to go out in July. It was anticipated that the grant letter would be signed off by the end of May. The scheme has been worth £180K to UWE to date. Mrs John stated that RBI colleagues would be happy to provide further information and details for sharing with in faculty Good News bulletins after the General Election.
- RKEC15.4.30 Mrs John stated that UWE had secured three new KTPs, and that a further member of staff was being recruited to grow KTPs further. She recognised the need to get KTPs more embedded in faculty activity for future REF impact, and to ensure that research outputs are developed from the partnerships.
- RKEC15.4.31 The funding for the iNets would be coming to an end in June. Work was ongoing to ensure that the networks and databases created by the iNets should not be lost.
- RKEC15.4.32 UWE engagement with SMEs – Mrs John noted that Paper RKEC15/4/9a - UWE Bristol's engagement with SMEs - had been prompted by discussions between the Vice-Chancellor and HEFCE and included useful links to further information.
- RKEC15.4.33 UWE/Local Enterprise Partnership (LEP) engagement – Papers RKEC 15/4/9b and RKEC 15/4/9c provided information on the University's engagement with the West of England LEP. Mrs John reported that the Vice-Chancellor has now joined the Board of the LEP. Lucy Wicksteed was the key contact in RBI, and current activity included building networks with sector groups with designated UWE contacts. Meetings were being planned for UWE representatives, to ensure a coordinated approach. It was noted that some of the faculty affiliations in paper RKEC15/4/9c needed correcting.

ESRC DEMAND MANAGEMENT AND PEER REVIEW PERFORMANCE

- RKEC15.4.34 The Chair noted the good success rate for bidding in the ESRC report of Demand Management and Peer Review Performance, paper RKEC 15/4/12, and congratulated those who had contributed to this.

HEALTH AND SAFETY

- RKEC15.4.35 The Chair noted that the University Health and Safety team had advised that this be a standing item on the agenda. The Chair stated that researcher

safety for those working off-site should be an item for a future meeting.

Action: AV

RKEC15.4.36 Professor Boddy stated that the University was coming to the end of the current three year Health and Safety plan, and that a new audit cycle would start in 2015/16.

ANY OTHER BUSINESS

RKEC15.4.37 There was no other business. The meeting closed at 16:20.

Next Meeting:

10 June 2015, 14.00-16.30, Dartington Suite

Meeting dates 2015-16:

11 November 2015

3 February 2016

20 April 2016

8 June 2016

All meetings in the Dartington Suite, 14:00-16:30

Actions:

RKEC15.4.5	QR allocation details to be collated into a document for wider dissemination to the research community.	MB, RB
RKEC15.4.6	Professor Boddy to bring a draft Research Strategy to the June meeting of RKE Committee.	MB
RKEC15.4.13	Professor Lyons to send details of FET Research Showcase and REF impact wall displays to AV for dissemination to RKEC members	GL, AV
RKEC15.4.15	Associate Deans (RKE) to provide a short written update on faculty research activity for future meetings.	JA, GL, NO'R, PR
RKEC15.4.21	Dr Willey to take the PhD Viva Outcomes paper to LTSE Committee and to Academic Board.	NW, AV
RKEC15.4.25	Professor Kent, in consultation with Professors Ames, Doran and Conway, to draft a section on animal research for the Research Ethics Policy and Procedures document and the RKEC Officer to circulate the revised version for comment before taking to Academic Board.	JK, JA, OD, MC and AV
RKEC15.4.28	Professor Boddy to take the Evaluation guidelines to the Services Group, and the Officer to forward the paper to Academic Board for approval.	MB, AV
RKEC15.4.35	The Officer to table the item <i>Researcher safety for those working off-site</i> on a future RKEC agenda.	AV