

**RESEARCH AND KNOWLEDGE EXCHANGE COMMITTEE**

CONFIRMED

**Wednesday 13 June 2018**

**14.00 – 16.30**

**Room 7X111, Frenchay Campus**

**Present:** Professor Martin Boddy (Chair), Professor Richard Bolden, Richard Bond, Amanda Conway, Professor Myra Conway, Dr Lauren Devine, Professor Olena Doran, Dr Stephen Draper (Hartpury College), Hazel Edwards, Tracey John, Jane Newton, Professor Nicholas O'Regan, Mandy Rose, Professor Neil Willey,

**Apologies:** Rachel Cowie, Catherine Frankpitt, Professor Di Harcourt, Professor Catherine Hobbs, Paul Manners, Professor Mel Smith, Dr Heidi Williamson.

**In attendance:** Alison Vaughton (Officer), Dr Alistair Clark (representing FET), Dr Farnon Ellwood (AWEC), Jane Williams (Strategic Programmes, for item on PIMS)

**WELCOMES AND APOLOGIES FOR ABSENCE**

- RKEC18.06.01 Professor Boddy welcomed Dr Farnon Ellwood, Chair of the Animal Welfare and Ethics Committee (AWEC), and reported that the AWE had been officially launched earlier in the week.
- RKEC18.06.02 Apologies were received from Ms Cowie, Ms Frankpitt, Professor Harcourt, Professor Hobbs, Mr Manners, Professor Smith, and Dr Williamson.

**MINUTES OF THE MEETING ON 18<sup>TH</sup> APRIL 2018 AND MATTERS ARISING**

- RKEC18.06.03 The minutes of the meeting on 18<sup>th</sup> April 2018 were agreed as an accurate record of the proceedings.
- RKEC18.06.04 RKEC18.04.38 Governance of student projects falling outside the remits of the RECs, HTSC or AWEC  
**Action outstanding: MB**
- RKEC18.06.05 RKEC18.04.44 Research Data Management Implementation – Professor Boddy reported that he had discussed this with Steve Dinning and would shortly be communicating with Executive Deans  
**Action: MB**
- RKEC18.06.06 RKEC18.04.47 Professor Boddy reported that he had asked Alison Weeks, Health and Safety Manager, to review health and safety for the whole of T block.
- RKEC18.06.07 Other actions had been completed.

## **CHAIR'S REPORT**

- RKEC18.06.08 Professor Boddy reported that the University had received its notifications of QR and HEIF funding from Research England. QR had been marginally reduced from £5.6M to £5.3M. HEIF funding was broadly the same as previously, with a £250k uplift for projects relating to the Industrial Strategy. Going forwards QR funding across the sector was anticipated to remain at present levels to 2021-22 (ie beyond REF2021) and HEIF funding was unlikely to go down, representing stability for the near future.

## **PROJECT INFORMATION AND MANAGEMENT SYSTEM**

- RKEC18.06.09 Ms Williams reported on progress with the PIMS. Approval had been given to proceed on a modular basis with the first phase encompassing the REF module and the Research Repository. The second phase would focus on a replacement for PASS and enhancement of PASS features. Worktribe had been selected as the UWE's supplier and contracts were currently in preparation. The same supplier was also being used for the University's new curriculum management system. A technical assessment was underway.
- RKEC18.06.10 EPrints – the timing of the change had not been anticipated and there was a small number of issues which needed to be addressed but they were not thought to be insurmountable. For the REF module the supplier had indicated shorter timeframes, but some slack had been incorporated in UWE's proposed timetable. User groups have already been set up and would be used as the project progresses. The key months for user engagement were expected to be month 1, month 6 (user acceptance training), month 7 (for pre- and post-award) and months 13 and 15.
- RKEC18.06.11 Professor Boddy reported that due diligence had been carried out on the supplier and that the PIMS team had visited colleagues at Napier and Heriot Watt Universities who already have the Worktribe system. Worktribe were understood to be particularly strong on business processes. It was hoped that the project would commence within the following three months.

## **LIBRARY SERVICES UPDATE**

- RKEC18.06.12 Mrs Conway presented her Library Services Report (RKEC18.06.05) which included an infographic, intended to simplify what researchers need to do to publish on open access. She reported that additional advice on OA publishing and the REF had also been added to the UWE REF SharePoint site.
- RKEC18.06.13 Mrs Conway noted the most recent compliance rates in her paper and reported that faculties were aware of these. There were some anomalies but again faculties had already been made aware. Mrs Conway thought the position on compliance at UWE was broadly comparable with other institutions. Noting the figure of 11% failing to meeting REF OA requirements, Mrs Conway reported that some may change as they are currently under embargo, others may be lost for the REF. The Library is aware of the status of outputs and looking for exceptions wherever possible. Ms Newton noted that the team in RBI has a record of all outputs which we would like to be able to submit but which may not be compliant and will not continue to look into ways of addressing this.

RKEC18.06.14 Professor Bolden asked whether an ISSN number should be obtained, and may be advantageous, for reports and whether the Library would be able to assist in doing this. Mrs Conway would discuss this with colleagues and report back to the Committee.

**Action: AC**

#### **FACULTY RESEARCH UPDATES FROM ASSOCIATE DEANS (RKE)**

RKEC18.06.15 FBL: Professor O'Regan directed members to his paper RKEC18.06.01 for recent FBL highlights. In particular he noted the forthcoming BAM conference at UWE (3-6 September), which will host 800-1000 participants and include prestigious speakers, including on REF and Impact on Day 1 (David Sweeney and others). This promised to be a very good event.

RKEC18.06.16 FET: Dr Clark presented paper RKEC18.06.02, noting in particular recent funding successes. He noted the launch the previous day of 50:50 industry/university-funded PhD studentships in order to boost PGR numbers and increase collaboration with industry and reported that there had already been a lot of interest. Dr Clark also highlighted significant recent engagement with Google and the World Economic Forum Global Futures Council, both hosted by Professor Alan Winfield.

RKEC18.06.17 HAS: Professor Doran presented her report, paper RKEC18.06.03, and highlighted the Health Tech Accelerator programme and support from the Scar Free Foundation. The annual Appearance Matters conference was currently being held in the Bath Assembly Rooms and proving to be a great way to promote the Centre for Appearance Research internationally. Other key research events included the Festival of Nature, involvement in the Big Bang event in Weston Super Mare and links with We the Curious. Four key professorial appointments had been made, and she was delighted to report that all Departments in the Faculty now had Athena SWAN awards.

RKEC18.06.18 ACE: Ms Edwards reported notable bidding successes with CFPR securing a KTP with Craven Dunnill Jackfield, and a substantial EC award for Appearance Printing, European Advance Research School. A Research Day was being held on 7 July at the Watershed to which all members were invited. It would focus on engagement and communication of research, with a keynote speech by Executive Dean, Professor Jane Roscoe and the launch by Professor Jon Dovey of the South West Creative Technology Network funded by Research England and Industrial Strategy Challenge Fund.

RKEC18.06.19 In the Humanities, Dr Rose Wallis had completed a successful historical consultancy in the creation of the new Dorchester Shire Hall criminal justice museum. The Faculty continued to secure funding for PGR through 3D3, with four new PhDs due to commence in September 2018. Professor Boddy noted that the creative industries were generally ahead of the cycle on the Industrial Strategy.

#### **REPORTS FROM URKEC SUB-COMMITTEES**

##### **University Research Ethics Committee (UREC)**

RKEC18.06.20 **Ethical Approval Appeal Process** (paper RKEC18.06.06): Professor Devine noted that there was currently no appeals process and that it had been agreed by this Committee at its meeting in November 2016 that this should be addressed. Following discussion by UREC, Professor Devine had designed the process to be as streamlined as possible and comparable with the appeals process for students.

The process comprises a simple framework with short timescales, and the possibility of escalating if resolution cannot be reached.

- RKEC18.06.21 Professor Devine reported that UREC had grappled with the issue of ethical versus scientific/methodological considerations and stated that from the point of view of the ethics scrutineer it was sometimes not possible to look at ethics in isolation. She was asked to revise the wording of para 1.2 in section 1, Grounds for making an appeal to take account of the boundaries of ethics review. Professor Boddy did not require the new wording to be approved by this Committee but the amended version to be taken directly to Academic Board.

**Action: LD**

- RKEC18.06.22 **Animal Welfare and Ethics Committee (AWEC)** – Professor Devine presented paper RKEC18.06.08, AWEC Reporting Structure. She explained the background to the Committee and noted that as the new committee has responsibilities outside UREC’s Terms of Reference, eg animal legislation and teaching, it may be more appropriate for the AWEC to report directly to URKEC than to UREC. Dr Ellwood, Chair of the AWEC, noted that while it had initially appeared to be advantageous to have UREC as an ‘umbrella’, in practice the reporting structure had created unnecessary complications.

- RKEC18.06.23 Professor Doran queried the composition of the AWEC membership. All current members were from HAS with the exception of two external vets and Ros Rouse, Research Governance Manager, RBI. It was noted that the vast majority of applications were from HAS, however as a University committee it was agreed that there should be representation from other faculties, and noted that other areas of the University undertook activity involving animals and animal by-products. Dr Draper stated that there was considerable expertise at Hartpury that could be shared, and Mr Bond reminded members that the Committee would also have a ‘dotted’ reporting line to LTSEC.

The Committee agreed to the reporting change, and asked Dr Ellwood to look to including representation from all faculties.

**Action: FE**

- RKEC18.06.24 **UREC Annual Report 2017-18** – Professor Devine presented the Report (paper RKEC18.06.07) and noted particular highlights from the year, including the ongoing audit of student research, resolution of the issue of retrospective applications for ethics approval and awareness-raising and training events. She undertook to bring a full report from the UREC Working Group to the Committee at its next meeting in October. She reported that UREC members had been briefed by Steve Dinning on the implications of GDPR and was working with him to draft guidance for researchers on their responsibilities to ensure GDPR compliance.

- RKEC18.06.25 Professor Doran suggested that it would be helpful if UREC were to provide a clearer indication of the ethics approval process and named individuals who could be approached for advice on ethics. Professor Devine stated that further thought would be given to these.

**Human Tissue Sub-Committee**

- RKEC18.06.26 Professor Conway noted that the HTSC Annual Report (paper RKEC18.06.10) covers the period August 2017 to March 2018. She noted membership changes; one breach which the Committee had dealt with (and noted that with GDPR issues such as this would become more significant); compulsory training for researchers

using human tissue to keep up to date with changes; and a further audit, of tissue arriving on site and that already on site.

### **Graduate School Committee**

RKEC18.06.27 Professor Willey reported that he had been contacted to register all awards with the Student Loans Company so all postgraduate awards would now be eligible for loans. It remained unclear as to when these would become available. It was also unclear as to how the value, £25k would map to current fee rates. Professor Willey hoped to be able to issue some advice to faculties shortly. He also reported that a University-wide 50:50 Partnership Fund would be launched shortly and hoped that all faculties would be able to use it. Mr Bond stated that further guidance would be made available, and it was hoped that this might include advice on the formal University position on covering additional fees (eg laboratory fees) so as to be able to respond to and any enquiries on this. He would follow this up outside the meeting.

#### **Action: RB**

RKEC18.06.28 Professor Willey presented a number of amendments to the regulations (which require approval from this Committee but are not required to receive Academic Board approval). The majority of the amendments related to the addition of words and correction of typographical errors. All amendments were agreed and approved.

### **REF 2021**

RKEC18.06.29 The Funding Bodies' REF Team was expected to publish draft Guidance on Submissions and Panel Criteria and Working Methods, for consultation, along with guidance on Codes of Practice by the end of July. There would follow a consultation period of 13 weeks, so final guidance would not be published until early 2019, but it was thought unlikely that it would change significantly from the published draft guidance.

RKEC18.06.30 Internally, REF preparations would continue to be made through RSIG and the UOA Leads. The recent state of play reports for each UOA had been reviewed and meetings were being held between Professor Boddy, Mr Bond, the relevant Assistant Dean and UOA Leads for each Unit. There remained a lot of complex underlying issues. The Code of Practice would be a key document. Staff in RBI were carrying out modelling exercises to determine potential selection of outputs and the Workload Model was expected to be key. A meeting was scheduled for the autumn of UOA Leads when this would be discussed further. The RSIG would continue to monitor and benchmark.

### **TOWARDS UWE 2030**

RKEC18.06.31 Professor Boddy gave a presentation on 'Research towards 2030'.

He noted that all of the Research Councils had now effectively merged with UKRI and that there had been a clear shift from financial support for blue skies research to Industrial Strategy-type activity. He encouraged researchers to continue bidding to Horizon 2020 despite uncertainties over Brexit.

Professor Boddy identified four UWE research clusters:

- Digital futures
- Health and wellbeing
- Creative and digital

- Sustainable futures  
And additionally cross-cutting expertise

While UWE aspires to be in the top quartile of Alliance Universities for research, the current level of investment is in the bottom quartile. In an attempt to bridge the gap Professor Boddy was proposing a UWE Beacon Research Investment Fund, to:

- Raise performance pre REF
- Provide a platform for longer-term growth
- Align to government priorities and funding opportunities

Further investment was proposed for another cohort of 'New blood' staff, an increase in internally funded staff time, and a VC Challenge Fund for cross-disciplinary research. He hoped to be able to make the announcements about these schemes shortly.

#### **INDUSTRIAL STRATEGY**

RKEC18.06.32 It was agreed that this item would be postponed until the next meeting.

#### **URKEC ANNUAL REPORT 2018**

RKEC18.06.33 Professor Boddy presented the Committee's Annual Report for Academic Board, paper RKEC18.06.12. He noted the shifted timescales to meet the requirements of the Office for Students' Annual Provider Review and stated that this was a factual report of the work of the Committee over the year. Any comments from members should be sent to the Committee's Officer, Alison Vaughton, by the following Monday.

#### **EXTERNAL BIDDING DETAILS**

RKEC18.06.34 The Committee noted the external bidding reports (papers RKEC18.06.13i and RKEC18.06.13ii).

#### **HEALTH AND SAFETY**

RKEC18.06.35 No issues were raised.

#### **ANY OTHER BUSINESS**

RKEC18.06.36 There was no other business.

#### **MEETING DATES FOR 2018-19**

Wednesday 24<sup>th</sup> October 2018, 14:00-16:30

Wednesday 30<sup>th</sup> January 2019, 14:00-16:30

Wednesday 3<sup>rd</sup> April 2019, 14:00-16:30

Wednesday 12<sup>th</sup> June 2019, 14:00-16:30

#### **Actions:**

RKEC18.06.04	RKEC18.04.38 Governance of student projects falling outside the remits of the RECs, HTSC or AWEC	MB
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RKEC18.06.05	RKEC18.04.44 Research Data Management Implementation – Professor Boddy to discuss with Executive Deans	MB
RKEC18.06.14	ISSN numbers for published reports: Mrs Conway to investigate whether the Library would be able to assist in doing this and report back to the Committee.	AC
RKEC18.06.21	UREC Appeals Procedure: Professor Devine to revise the wording of para 1.2 in section 1, Grounds for making an appeal to take account of the boundaries of ethics review and submit to Academic Board.	LD
RKEC18.06.23	Animal Welfare and Ethics Committee: Dr Ellwood to look to including representation from all faculties.	FE
RKEC18.06.27	University-wide 50:50 Partnership Fund for PGR: Mr Bond to arrange for further guidance to be made available.	RB