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Research and Enterprise Committee

Open Minutes

Date of meeting: **Friday, 20 May 2016**

Duration of meeting: **9.00 – 11.30**

Location: **G5.05, High Wycombe**

Attendance

Name	Faculty / Directorate	Category of membership
Tim Middleton	Senior Management Team	Chair
Sue Procter	Society & Health	Ex-Officio
Rebecca Chandler-Wilde	Society & Health	Ex-Officio
Mark Stone	Society & Health	Co-opted
Hilary Mullen	Design Media & Management	Nominated member
Richard Mather	Design Media & Management	Nominated member
Phil Wood	Design Media & Management	Ex-Officio
Kath Dunn	Careers	Co-opted
Miriam Moir	Academic Quality Directorate	Ex-Officio
Philip Martin	External	Co-opted
Mel Nakisa	Academic Quality Directorate	Minutes Secretary
Anne Evans	Academic Quality Directorate	Secretary

Apologies

Name	Faculty / Directorate	Category of membership
Geraldine Walters	Society & Health	Ex-Officio
Claire Harbord	Human Resources	Co-opted
Jake Kaner	Design Media & Management	Ex-Officio
Piers Worth	Society & Health	Nominated member
Lauren Griffiths	Society & Health	Nominated member

Absent

Name	Faculty / Directorate	Category of membership

Chair's welcome

16.29 The Chair welcomed the new external member to the Committee. Prof Susan Procter was thanked for her contribution to the development of research at the University and wished success in her retirement.

Apologies for absence

16.30 Five apologies were recorded and accepted by the Chair.

Minutes of the previous meetings (26 February 2016 and 13 April 2016)

16.31 The minutes from the meetings held on 28 February and 13 April 2016 were confirmed as true records.

Matters arising from the minutes not appearing on the agenda

16.32 There were none to report.

Status of actions from the previous meeting

16.33 All actions on the action sheet were noted to be in progress, completed, or on the agenda.

Chair's Report

16.34 The Chair reported on updates arising from the implementation of the new Research & Enterprise Strategy.

- a. A draft document outlining the requirements of the Bucks Academic was currently going through a consultation process.
- b. Draft key performance indicators were under discussion and would be reviewed by Council in June. Research & Enterprise income would be used as a proxy to measure growth in these areas; growth in the research environment required to support this work was more difficult to quantify.
- c. The focus over the next few years would be on development and support for research and enterprise and building capacity in-house. Many academics came into the University as experienced practitioners but as early stage researchers, and needed support to make the transition. There would not be a requirement that all academic staff should engage in research activities, but should otherwise engage in enterprise or professional practice in addition to their teaching.
- d. The Faculty Enterprise team would merge with the central Research Unit to create a Research & Enterprise Unit which would provide central coordination of these activities. Academics would be co-opted into this Unit to provide a peer review service. The Research and Enterprise Leads would remain in their Faculty posts but have a dotted reporting line to the PVC Research and Enterprise.
- e. The student enterprise function would also have a dotted reporting line to the PVC Research & Enterprise.

Staffordshire University partnership agreement update

16.35 The Chair reported that a partnership agreement had now been signed with Staffordshire University. The vision for the partnership was greater than research degree validation with aspirations for joint supervision and collaborative activities. The areas in which students would be accepted were being reviewed, but as a minimum would cover those areas that were submitted to the last REF, taking into

account staffing changes; some additional emerging areas would also be included in due course.

- 16.36 The first cohort of MPhil/PhD students under the new arrangement would start October 2016.
- 16.37 Work was also currently ongoing to jointly design and validate a Professional Doctorate programme with Staffordshire University with the expectation of a validation event in the Autumn and recruitment of the first cohorts in January 2017.
- 16.38 Mandatory training would be required of all research student supervisors to ensure everyone was working to a common understanding of the new regulations and best sector practice.
- 16.39 The website would be updated to reflect the new arrangements following consultation with the Research Leads.

Action: Chair, Heads of Research, Research Unit

Research Clusters/Themes (REC 16.06)

- 16.40 Initial thematic areas had been proposed in November which align with Research Council and Horizon 2020 priorities for funding. These were:
- Health, Demographic Change & Well-Being;
 - Communities, Beliefs and Identities – supporting inclusive, innovative, resilient and reflective societies;
 - Creative Production & Digital Innovation – supporting cultural, economic and business innovation;
 - Secure Societies – security for all in an uncertain world.
- 16.41 These had been agreed in principle, but all areas needed to have critical mass to avoid lone scholars working in isolation. Thematic areas would better showcase distinctive research at Bucks and enable expertise to nurture early stage researchers and Postgraduate research students.
- 16.42 An additional theme was proposed which would comprise the Higher Education Research Development Group. This theme could include development of learning methods for front line health and social care staff to enable current knowledge of new legislation and best practice; a key concern for health and social care providers.
- 16.43 It was noted that the titles of some of the themes did not differentiate Bucks from other organisations; alternative wording could capture how Bucks is distinctive. It was agreed that the Chair would work with Faculty Members to bring forward proposals for final themes to the next meeting of the Committee.

Action: Chair, Heads of Research

Establishment and disestablishment of Centres and Institutes (REC 16.07)

- 16.44 The Chair presented a paper on the establishment and disestablishment of Centres and Institutes. The following points were raised in discussion.
- It was noted that current Institutes had been set up for specific purposes, rather than representing core areas of research undertaken at Bucks. Many of these were delivering enterprise outcomes rather than undertaking research, but remained useful as a source of contacts and income.

- There was some confusion in the label 'Institute' as many were operating as Enterprise Partners, and it was agreed that a section on Enterprise Institutes should be included in the final version of the paper.
- A framework was required to set up and to disestablish these Institutes, to include 3-year growth plans, alignment to strategic objectives, performance monitoring and ownership by Bucks.
- While primarily providing an enterprise function, work completed by some existing Institutes could generate research outputs. Attempts at involving Bucks staff to achieve this have had limited success. Rather than engaging in existing areas of research, staff joining Bucks from practice have tended to develop their own individual areas of research through pursuing a Doctorate; alignment to research themes and groups on joining Bucks would avoid this. A PhD by Professional Practice may be validated through Staffordshire which would enable Senior Lecturers joining Bucks with professional practice expertise to achieve a PhD, in a shorter time frame than through the traditional PhD route.
- Enterprise income would be used to develop an enabling infrastructure to support research.
- A Consultancy Policy was being developed in conjunction with Finance to define clear, transparent rules regarding benefits to academic staff undertaking consultancy.
- Consultancy opportunities were already emerging and there needed to be mechanisms to grow and sustain this source of income.
- One model of sustainability was to set up a company for University enterprise and this possibility was currently being explored with SMT and Council. The current level of enterprise activity at Bucks would make such an option financially viable.
- To reduce over-management and administrative burden, Research Centre reporting would be light touch, for example every 2 years. Individual grants and enterprise activity would be monitored through the recently established Research and Enterprise project process and standard reporting mechanisms.
- It was noted that the Human Performance and Exercise Centre had already been launched with this title. It already comprised a Centre with research and enterprise across a range of disciplines.

16.45 The role of existing Enterprise units would be clarified with Faculties before the Summer.

Action: Chair, Faculty Enterprise Leads

16.46 It was agreed that the proposal would be amended to reflect the points raised and a final version approved by Chair's Action.

Action: Chair

16.47 The revised draft would be circulated to Faculty Management Teams. Proposals for new Centres and Groups should be submitted to the next meeting of the Committee for approval.

Action: Heads of Research, Enterprise Leads

Research Data Management Policy (REC 16.08)

16.48 A draft Research Data Management Policy was presented to the Committee. The Chair explained that this was required to ensure compliance with expectations of

fundings, and was one of the elements for discussion across the University regarding open research and what this means for researchers.

16.49 The Committee commended the Policy to Senate with the following amendments:

- An additional statement to cover the areas of research covered by the *Prevent* Strategy.

Action: Enterprise Lead (DMM)

- Principle 8d to be amended to ensure consistency with paragraph 5.

16.50 A Steering Group would be established to put in place the detailed underpinning procedures and facilitate development activities.

Action: Chair

Report from Bucks Knowledge Archive (REC 16.09)

16.51 It was reported that the number of open access items being deposited on the institutional repository, the Bucks Knowledge Archive, was increasing. However, there was still a large number of known journal articles that had not been deposited to date. The compliance report also showed that there were a number of issues with full compliance amongst the items deposited.

16.52 A number of development sessions had been held, but with limited attendance as researchers did not always appreciate the relevance of these to their research. Work was also ongoing with Unit of Assessment Leads who can act as champions in their discipline areas.

16.53 Other approaches to drive behaviour towards open access deposit of research outputs would also be taken:

- The use of a researcher-led approach as opposed to a compliance approach
- Exploring the possibilities of changing web profiles to have a feed of outputs from the repository

Research Degree Awarding Powers update

16.54 The Chair reported that the RDAP audit responses demonstrated a breadth and richness of activity across the University. Further detail would be required from researchers which would be obtained through meetings with individuals and work with the UOA Leads. A draft submission would be developed in the Autumn.

16.55 An additional benefit of the RDAP survey was that it has provided a valuable source of areas for development and potential impact.

Grants in progress 2015-16 (REC 16.10)

16.56 The tracking document was presented to the Committee as an ongoing record of bid activity and success rates.

Vitae Train the Trainer event – 16 June 2016

16.57 It was reported that the University would be hosting a CREST event, led by experts from Vitae, to introduce the Researcher Development Framework Planner to staff who support researchers. The event would take place on 16 June.

Review of Terms and Conditions and Membership for 2016/17 (REC 16.11)

16.58 Members considered the current membership and terms and conditions. The following amendments were suggested:

- Add 'and enterprise' to (f)
- Include a representative from the Institutes on the membership
- Review representation of Early Stage Researchers and Early Stage Enterprise Practitioners.

Action: Research Unit

16.59 Further discussion would take place on whether to co-opt additional Members.

Minutes from Research Degrees Committee

16.60 The minutes from the meeting of the Research Degrees Committee on 27 April 2016 were noted.

Minutes from Research Ethics Panel

16.61 The minutes from the meetings of the University Ethics Panel on 25 February, 18 March and 22 April 2016 were noted.

16.62 The Chair reported that the current approach in the University was that every Department should have an Ethics Sub-Committee. The University would now be moving towards a risk based approach and continue with the Departmental Sub-Committees where there were large numbers of students undertaking empirical research projects, but move to a School based system for other areas. The Sub-Committee Chair and Deputy Chair would be identified from the University Ethics Panel and tasked with running the School Ethics Sub-Committees. This would require them to have a developmental role in order to build capacity and understanding of researchers in these areas.

Action: Chair

Date of next meeting

16.63 The date of the next meeting in the official University calendar is 18 November, however due to the volume of business, it is likely that an additional meeting will be held before this date.