

Draft:	28-Feb-2018
Approved for circulation:	8-Mar-2018
Confirmed by Committee with / without amendments	Date

## Research and Enterprise Committee

---

### Open Minutes

Date of meeting: **Tuesday, 27 February 2018**

Duration of meeting: **14:00 – 17:00**

Location: **G5.05**

### Attendance

Name	Faculty / Directorate	Category of membership
Sean Mackney	Senior Management Team	Chair
Florin Ioras	Design, Media & Management	Ex-Officio
Greta Paa-Kerner	Design, Media & Management	Ex-Officio
Anne Evans	RED Unit	Ex-Officio
Ben Clayton	Design, Media & Management	Ex-Officio
Paul Morgan	Society & Health	Nominated Member
David Warnock-Smith	Design, Media & Management	Nominated Member
Fiona McCormack	Society & Health	Nominated Member
Ciaran O’Keeffe	Society & Health	Nominated Member
Helena Chance	Design, Media & Management	Nominated Member
Lyndon Buck	Design, Media & Management	Nominated Member
Lynn Viatge	Society & Health	Nominated Member
Keiran Henderson	Society & Health	Nominated Member
Dorin Festeu	Design, Media & Management	Nominated Member
Richard Harlow	Student representative	Member
Mel Nakisa	RED Unit	Officer
Laura Bray	RED Unit	Officer
Julia Weston (in attendance for item 14)		

### Apologies

Name	Faculty / Directorate	Category of membership
Neil Brownsword	Design, Media & Management	Nominated Member
Margaret Greenfields	Society & Health	Nominated Member
Colin Martin	Society & Health	Ex-Officio
Julia Williams	Society & Health	Nominated Member

<b>Richard Mather</b>	Design, Media & Management	Nominated Member
<b>Stephen Partridge</b>	Design, Media & Management	Nominated Member
<b>Douglas Burnham</b>	Staffordshire University representative	Member
<b>Rebekah Smith McGloin</b>	Coventry University representative	Member

Absent

<b>Name</b>	<b>Faculty / Directorate</b>	<b>Category of membership</b>

### **Welcome**

18.01 The Chair welcomed new Members to the meeting.

### **Apologies for absence**

18.02 Eight apologies were recorded and accepted by the Chair.

### **Minutes of the previous Research & Enterprise Committee meeting (22 November 2017)**

18.03 The minutes from the meeting held on 22 November 2017 were confirmed as an accurate record.

### **Status of actions from the previous meetings**

18.04 The Action Sheet with status updates was noted.

### **Chair's Report**

18.05 The Chair reported that significant progress had been made with regard to Enterprise activities. Two innovation hubs were now supported, with details of a third being finalised.

18.06 A number of applied research and knowledge transfer funding applications have been submitted recently.

18.07 The restructuring of Schools from 1 March provided significant opportunities for the Heads and Associate Heads of School to engage strategically with the Research & Enterprise agenda as part of normal expected business.

### **Coventry University**

18.08 There was no business to report.

### **Staffordshire University**

18.09 The Chair reported that he was going to be meeting the Director of Research at Staffordshire University to discuss the Bucks/Staffordshire research partnership and strategy with regard to research degree awarding powers.

## **Student Matters**

18.10 The student representative noted that no issues had come to his attention to bring to the Committee. The following points were raised in discussion around the topic of research student engagement:

- a) A number of research students attend RED Bites and other events at the University.
- b) Some supervisors have left the University recently which has resulted in issues of critical mass in certain areas.
- c) Supervisors have observed that the Professional Doctorate students had a strong affiliation with their cohorts for the first two years through the taught element of the programme. However, in the latter part of the programme they have become more isolated with few attending the study days that had been arranged, largely as a result of their own busy schedules.
- d) It was important that research students should be part of a community with shared common interests and contribute as a partner in the process.
- e) Varying levels of success were reported on the use of web conference tools to engage students who were not on site.
- f) It was considered important to achieve the right balance with regard to the supporting environment; too much engagement can prove a distraction, whereas not enough can lead to isolation.

18.11 The Chair indicated that he would be happy to attend an online meeting to continue to explore this area if the research students considered this would be beneficial.

**Action: Richard Harlow**

## **Postgraduate Research Experience Survey (REC18.01)**

18.12 The paper provided to the Committee showed the Postgraduate Research Experience Survey template with suggested additional institutional questions for consideration. It was reported that the Postgraduate Research Experience Survey was now conducted by the HEA on an annual basis.

18.13 It was suggested that an additional question asking what alternative resources outside of the University provision could be helpful, but this should replace one of the existing questions to prevent the survey getting any longer.

18.14 The survey would be launched mid-March so that it would be available to the research students for two months. The survey would be available to the students until the latest closing date of 19 May as provided by the HEA.

18.15 Awareness of the survey would be raised through the various available platforms and Research Supervisors would also be asked to encourage their students to respond. Research Students would be emailed on an individual basis with details of how to respond to the survey.

## **Professional Doctorate Degrees**

18.16 Dr Keiran Henderson reported that he was currently working on the preparation for validation of new Professional Doctorates in line with Staffordshire University's Framework. Pathways under consideration were a Doctorate in Professional Studies, a Doctorate in Education and a Doctorate in Business Administration.

18.17 Potential candidates would be asked to provide a rudimentary proposal before being recruited onto the programmes to ensure that appropriate supervisory capacity

was available to support them. This would ensure that development of professional knowledge and dialogue with subject experts was fully supported from the beginning of the programme.

18.18 It was noted that once the Professional Doctorates were established, there could be opportunities to link these with level 8 apprenticeships when this opportunity becomes available.

18.19 Members were asked to contact Dr Henderson with any additional thoughts about the proposal.

18.20 Dr Paul Morgan and Dr David Warnock-Smith volunteered to be part of a group to take this forward.

**Action: Dr Henderson**

## **BREAK for Reserved Student Business**

### **Research & Enterprise – The next 3 years**

18.28 The Chair gave a presentation to the Committee proposing an agenda for the next 3 years, noting aspects that needed to be taken forward:

- The strategic priorities for Research & Enterprise would not change.
- The Key Performance Targets to grow both research and enterprise income had not been met, although a number of large contracts have recently been successful.
- There was a limited infrastructure to support this work.
- There are lots of Early Career Researchers at Bucks, who are new to research but established in their careers and have many professional connections.
- There are lots of opportunities through the many networks that the University belongs to.
- It was important to bring people and their skillsets together to achieve a critical mass as an institution.
- There was a need to aspire to increasing the volume of peer reviewed research with robust methodology.
- Work would commence with the new Heads of School to develop plans around the Research & Enterprise agenda. Champions would help to make connections between disciplines and with external organisations.
- A new support team would be put in place to bring this work together more effectively.
- Virtual and physical spaces were essential to provide a sense of identity and support connections.
- A Bucks Institute for Applied Research would be established with themes that would help to make creative connections across disciplines and support the research students' environment.
- Visiting academics would be used strategically to help build capacity.
- Enabling policies would be put into place.

18.29 The following points were raised in discussion:

- Lots of opportunities for collaboration exist through current Erasmus networks.
- There is a lack of awareness of research and enterprise projects and activities at the University and a need for information to be disseminated beyond email and digest routes.
- The innovation hubs would be expected to break even, with benefits arising from created opportunities.
- It is important to establish the Institute and resolve space issues as soon as possible to help support a growing research culture. It is more difficult to retain active researchers without a supportive environment.
- Should there be one Institute with two themes or two Institutes?
- The School restructuring will enable complementary areas to appreciate otherwise unknown common interests.
- A 'Kick-starter' system could be used to pitch ideas.
- An atmosphere needs to be created where it is easy for staff to engage in research and enterprise activities without barriers and enabled to access support and information.
- There is a lack of information on the website about Research and Enterprise activities. Staff profiles are urgently needed.
- Strong meaningful titles are needed for the themes.
- The new Institute structure will provide a sense of belonging and structure under appropriate Research Leads.
- The Institute will provide a platform for communication, both internally and with people external to the University.
- Research Groups could be provided with seedcorn funding to stimulate activity.

18.30 The Chair concluded the discussion noting that he would come back to the Committee with a plan to take things forward. It was important that Research & Enterprise featured on School agendas and the Chair would take this up with the new Heads of School.

**Action: Chair**

18.31 Members were requested to email A Evans with any views regarding the theme titles.

**Action: All**

## **REF update**

18.32 The Academic Lead for the REF, Prof Florin Ioras, gave a verbal update. He noted that it was important for Bucks to be recognised as a research informed University. Income from projects and QR funding currently totalled over £1million per annum. In REF2014, the University submitted under four Units of Assessment; currently nine units of assessment (UOAs) are being considered for submission to REF 2021. A strategic overview will be used to optimise the return as a number of staff have research outputs that could be returned under more than one Unit. Leads of UOAs have been identified and a Sharepoint Group established to support the process.

18.33 An internal review exercise will be conducted in the next couple of months before going to external review for selected outputs. A budget will need to be established for the external reviews.

**Action: Chair, REF Lead**

18.34 Emerging impact case studies will be added to the University website.

18.35 All publications will need to be uploaded to the Bucks repository and staff should notify A Evans as soon as articles have been accepted for publication.

**Creation of Group to enable Academic Enterprise activities**

18.36 A Group will be established comprising the Enterprise Champions to start to review how Enterprise activities can be enabled and barriers removed.

**Action: Chair**

**Innovation Hubs update (REC18.09)**

18.37 The paper provided to the Committee gave an update on the progress of the innovation hubs and associated projects being developed across the High Wycombe and UCAV campuses:

- Health Innovation Hub – A funding agreement was signed on 16 February with partners Bucks NHS Healthcare Trust and the Oxford Academic Health Sciences Network. The Hub would receive £762,374 with matched funds from the consortium over a three year period. A project manager and administrator will be hired on 3 year contracts.
- Health Hub Capital – A grant from the Bucks Healthcare trust of £671,184 will be used to build a 171m<sup>2</sup> hub in the South Wing.
- Digital Hub – This is being led by Ian Harper at UCAV and will occupy a total space of 674m<sup>2</sup>. Funding of £752,000 will be received.
- Creative Hub – The bid is to be submitted to the LEP week commencing 5 March 2018.
- Hub Service Provider Company – This will be the umbrella Service Provider Company to oversee all the hubs. Procurement process and financial modelling is ongoing.
- Launch Pad – This will be relaunched as an early incubation space for graduates.
- MedTech Super Connector – Partners for this project are: Imperial College London, Francis Crick Institute, Institute of Cancer Research, Queen Mary University, Royal College of Art, Royal College of Music, Royal Veterinary College. Bucks is to co-chair the KE Capture & Dissemination work stream within the project. It was noted there would be opportunities for secondments from or to the partners. Early Career Researchers will be funded to participate in cohorts to deliver solutions to university or business led challenges in MedTech. A query was raised about how the term Early Career Researcher was defined for this project and whether research students or Post Doctoral Research Assistants would be eligible.

18.38 Prof Florin Ioras and Dr Paul Morgan expressed an interest in being involved in the MedTech Super Connector project. Other Members would be welcome to participate. Greta would also notify Dr Kevin Maher and Dr Kartini Leet about the project as there may be interest from these areas.

**Action: Greta Paa-Kerner**

**Promotion of Research & Enterprise activity**

18.39 The Chair welcomed the Assistant Director of the Marketing & Student Recruitment Directorate, Julia Weston, to the meeting.

18.40 It was reported that implementing the staff profiles on the new website had proved technically challenging but a solution was now in place. The first profiles will be made available following confirmation of the new School structure. It was agreed that Schools would have responsibility for ensuring all staff had up to date profiles. A mechanism exists for individual staff to update their own profiles but this still needed to be tested. Examples of good profiles will be provided. Photos to accompany the profiles will be quality controlled and the Digital team will also check for search engine optimisation. Research Students would not be able to upload profiles through the mechanism for staff and will be promoted separately.

18.41 Once the Institute structure and themes are established, core information will be added to the website which provides the basis for adding further detail.

18.42 It was noted that a gap in marketing provision existed around event management. However, an events tool does exist which can be used to promote conferences and events on the web. All events appear on the news and event pages; a Research filter selectively shows Research events on the Research pages.

18.43 Support will also be provided to help staff develop social media profiles. Common hashtags will be created so that items can be easily reposted.

#### **Research & Enterprise bids to date (REC18.10)**

18.44 A paper showing Research and Enterprise bids in progress in 2017-18 was noted by the Committee.

#### **Research & Enterprise current projects and income to date 2017-18 (REC18.11)**

18.45 A paper based on financial reports from Business Connect was presented to the Committee. It was noted that some Enterprise projects had been categorised as miscellaneous projects and did not therefore appear on a report of Enterprise activity. The coding of such projects will be explored with Finance.

**Action: RED Unit**

#### **Minutes of University Research Ethics Panel**

18.46 The minutes of the University Research Ethics Panel meetings held on 20 October 2017 and 24 November 2017 were presented for note.

#### **Any Other Business**

18.47 Dr Helena Chance reported that the High Wycombe Furniture Archive was receiving one million hits per annum. Options to ensure the sustainability of the archive would be considered and a paper brought to the next meeting.

**Action: Dr Helena Chance**

#### **Date of next meeting**

18.48 The date of the next meeting is 15 May 2018.