

RESEARCH AND KNOWLEDGE EXCHANGE COMMITTEE

CONFIRMED

Wednesday 30 January 2019

14.00 – 16.15

Room 3A022, Frenchay Campus

Present: Professor Martin Boddy (Chair), Professor Richard Bolden, Richard Bond, Professor Myra Conway, Dr Stephen Draper (Hartpury College), Hazel Edwards, Dr Farnon Ellwood, Professor Di Harcourt, Professor Catherine Hobbs, Tracey John, Ray McDowell, Heather Moyes, Jane Newton, Mandy Rose, Professor Mel Smith, Professor Neil Willey, Dr Heidi Williamson.

Apologies: Amanda Conway, Dr Lauren Devine, Professor Olena Doran, Emma O’Connell, Paul Manners

In attendance: Alison Vaughton (Officer), Sylvie Fabre (representing Strategic Communications and Marketing), Mark Webster for item 4, Strategic Research Risk, Professor Fiona Cramp for item 8, HAS report, Alison Weeks for item 9, Health and Safety

WELCOMES AND APOLOGIES FOR ABSENCE

RKEC19.01.01 Professor Boddy welcomed members to the meeting and apologies were noted from Mrs Conway, Dr Devine, Professor Doran, Ms O’Connell and Mr Manners.

MINUTES OF THE MEETING ON 24 OCTOBER 2018 AND MATTERS ARISING

RKEC19.01.02 The minutes of the meeting on 24 October (RKEC18.10M) were agreed as an accurate record of proceedings.

RKEC19.01.03 RKEC18.10.03 – As it had still not proved possible to find a student representative for the Committee, and recognising the importance of this constituency, Professor Boddy undertook to send a note to all PGR students to encourage someone to volunteer for this role.

Action: MB

RKEC19.01.04 RKEC18.10.52 - Technician representative. Some progress had been made in recruiting a representative of the Technicians. It had been agreed that the faculties would take it in turn, in alphabetical order, to nominate a representative. Ms Edwards stated that she would facilitate identifying a first representative from ACE.

Action: HE

RKEC19.01.05 RKEC18.10.06 – Governance of student research projects. Professor Boddy had discussed this issue with Professor Harrington and it remained to be fully resolved. It was hoped that Professor Harrington might attend a future meeting.

- RKEC19.01.06 RKEC18.10.07 – Research Data Management implementation. This remained an ongoing action.
Action: MB
- RKEC19.01.07 RKEC18.10.11 – University-wide 50:50 partnership PhDs. Details had been shared and Faculty accountants made aware of the arrangements for costing and recording these.
- RKEC19.01.08 Details of deep dives had been shared and Professor Boddy stated that he would ensure that further workshop dates are circulated and specific individuals targeted.
- RKEC19.01.09 Other actions had been completed or were included for discussion on the agenda.

CHAIR'S REPORT

- RKEC19.01.10 The VC Interdisciplinary Challenge Fund had been launched to encourage cross-disciplinary proposals. Small projects were sought at this stage and it had been very encouraging that 85 applications, included 250+ individuals, had been submitted. RBI colleagues had reviewed all of the applications, prepared a long list of 27, which had been whittled down to 15 by RSIG. The 15 successful projects had been invited to present on 25 February. The Chair noted that the quality and range of applications had been mixed, with a lot of good ideas, many of which could not be funded at this stage. Consideration would be given to how some of these might be supported in other ways. The scheme had sparked some good innovative ideas that can be built on. Ms John confirmed that all applicants would be getting feedback on their applications in the following 2-3 days. Decisions on funding would be made on 25th February and successful bidders would work with RBI to prepare fully costed proposals.
- RKEC19.01.11 Professor Boddy reported that the University had recently submitted its biggest ever single bid (£7.7M), from CFPR to the Research England Expanding Excellence in England (E3) call. The application had a 50% chance of being awarded and, if successful, the funding would all come to UWE.
- RKEC19.01.12 UWE had secured three new Knowledge Transfer Partnerships recently and as a result were moving up the national KTP 'league table' and aiming to get back in the top 10.
- RKEC19.01.13 Professor Boddy reported that the PIMS project was progressing well.

STRATEGIC RISK REGISTER

- RKEC19.01.14 Mark Webster, Head of Business Resilience, presented paper RKEC19.01.14 Strategic Risk Description – Research. The Vice Chancellor, Professor Boddy and Mr Webster had interrogated the risk register prior to discussion by the audit committee and Directorate. It had been agreed that this should come to this Committee, which should have oversight of the research descriptor. Mr Webster explained the structure of the report. He identified the principal 'causes' for consideration by the Committee as #2 securing external funding, #4 REF, #5 research governance and #7 the relationship between research and teaching/learning.
- RKEC19.01.15 Professor Boddy invited comment on the document and on whether members felt that all appropriate risks had been captured and whether there were further

actions that should be taken. He noted that the reports would go to the Governors and that they review and comment on them.

RKEC19.01.16 Some actions were noted to be measurable while others would be difficult to complete or to evidence as currently worded. It was proposed that these be re-phrased as measurable actions. Members also thought it would be interesting to see how the University-wide risks align with risk registers in faculties.

RKEC19.01.17 It was suggested that the rating of 3 for research governance may be too low. While the University is quite well placed on this, there is nevertheless the potential for one rogue team/high profile incident to cause a significant risk and therefore it was proposed that this be raised to 4. Mr Webster advised members that there is a separate research governance risk register. It was noted that there was some inconsistency over scoring, and noted the steer from the meeting for this to be elevated to 4. The committee also suggested that, given the current uncertainty around Brexit, the risk level should be kept under review and possibly raised. The discussion would be taken forward outside the meeting.

RKEC19.01.18 The Committee agreed that the register should be brought to the Committee on a regular basis, with a full formal discussion annually.

Action: Mark Webster (to take away the comments of members and consider whether they might be adopted); AV – Add to Business Plan for the Committee

KNOWLEDGE EXCHANGE FRAMEWORK (KEF)

RKEC19.01.19 Mrs John explained the background to the exercise and the current state of play ([KEF update and consultation](#)). The Concordat was still to be published while the metrics were already available. Although it had initially been stated that the KEF exercise would not be linked to funding, this had now changed and was part of the consultation. Mrs John stated that the underpinning objective statement was key. Her main concern at this stage was over the possible equal weighting of the 7 perspectives. The consultation had just been launched (with a deadline of mid-March) and UWE (in the largest cluster, E) had volunteered to be part of the pilot. Dr Draper stated that Hartpury had also put itself forward and this may be an opportunity to share intelligence.

RKEC19.01.20 It was proposed that the assessment would be annual, at university level only (with no plans to go down to subject level, unlike TEF) though there may be changes following the consultation stage. At this stage it was not known what the new funding formula would look like, and whether the HEBCI survey would be abolished. It was recognised that the increase in HEIF funding meant that greater accountability was demanded.

INDUSTRIAL STRATEGY AND FUNDING OPPORTUNITIES

RKEC19.01.21 Mrs John reported that a number of workshops were being organised to build networks and support researchers. Details were available in the weekly bulletins prepared by RBI. A UWE Global Challenges Research Fund (GCRF) network had also been created with an inaugural meeting on 6 March and an event with UKRI organised for 20 March. Innovate UK were continuing to make announcements, but there were delays on some of the very big calls, and little that was new at this stage. Mrs John stated that RBI was aiming to take a standard communications approach for all calls, sending them to Associate Deans and Research Centre Directors, advertising in the weekly bulletins and other UWE communications.

RKEC19.01.22 The Chair explained that UWE has £300K included in its QR allocation for GCRF, and more thought needed to be given to how to inform people about the work supported by this initiative. The scheme is designed to support developing countries, defined by the ODA, with topics which are 'generic' but in specific territorial areas and is linked to capacity building.

REF2021

RKEC19.01.23 Richard Bond reported that there had been a meeting of the UOA Leads the previous day (29 January). Although the proposed UWE REF Code of Practice had already been discussed in many other places it was important that this Committee consider the key issues. The present draft was based on guidance published in the summer (2019) (the full guidance was expected to be published shortly. [Note the Guidance on Submissions, Panel Criteria and Working Methods and Guidance on Codes of Practice were published on 31 January]. A consultative document was issued on UWE's proposals for the key elements, with the initial consultation running until 31 January. This addressed the rather complex arrangements for submitting the outputs of REF submittable staff, rather than selecting staff for submission as in previous exercises. The next stage would be to prepare a full document for consultation before submission to Research England in June.

RKEC19.01.24 Feedback received to date had been quite broad, with a degree of consistency. The key issue was the determination of eligible and submittable staff. In response to the query raised at the Committee's meeting in October, Mr Bond stated that Senior Research Fellows would almost exclusively be research independent unless, exceptionally, they did not meet the criteria for independent researchers.

RKEC19.01.25 Mr Bond felt that many people may not yet have fully understood the changes to REF2021 in comparison with previous exercises, including the publishing expectations linked to role on a specific census date, rather than workload allocation across the full 7-year census period. Going forwards and EA would be prepared to help inform decision-making. The ongoing preparations for the final submission included development of the impact case studies and environment templates, and a full mock exercise in the summer.

RKEC19.01.26 Following the meeting with UOA Leads meetings would be organised to look at progress to date and a further stocktake would take place in July when it was hoped that the PIMS software would be up and running.

UWE CENTRES OF EXCELLENCE ANNUAL REPORTS AND FACULTY RESEARCH UPDATES FROM ASSOCIATE DEANS (RKE)

RKEC19.01.27 FET – Professor Hobbs presented paper RKEC19.01.03 which comprised a regular update on Faculty research activity and a summary of the annual reports for the Faculty's research centres. She highlighted speed research events, (which had been very entertaining and had resulted in useful collaborations). These had provided the opportunity to use some small seed funding to embark on projects. She was now looking into the possibility of running a joint FET/HAS event along the same lines.

RKEC19.01.28 Professor Hobbs reported that the summaries for the FET Research Centres had been shared with Research Centre Directors. FET has a lot of Research Centres but she was looking into the possibility of bringing some together to form larger units.

Good practice was being identified and shared across the Faculty. Approaches included:

- Writing retreats
- Centre strategy away days
- Workshops for PhD students in a related area
- Regular team meetings with opportunity for all to have a say in decisions eg resource distribution
- Shared leadership among senior members
- Informal publication and bid review by senior members
- UG internships within research centres
- Developing Degree Apprenticeship
- UG/PG projects offered by centres
- Working with RBI bidding team to develop individuals

A lot of work had been done on community building, mentoring, practice in leadership, linking T&R.

Recommendations to this Committee included:

- Scholarship time for researchers
- Enhanced feedback opportunities for Centres with central services
- Review PhD fees to ensure that they cover actual costs and are in line with competitors – MB – pegged to standard UKRI fees, covered in MB's discussions with Fac Accountants. Can pick up if still an issue.
- Consider how Public Engagement can be supported within UWE
- Consider developing and maintaining a UWE Expert List

RKEC19.01.29 For HAS Professor Fiona Cramp (representing Professor Doran) noted that the Public Health and Wellbeing Centre had only been in existence for one year. Across the Faculty there had been an increase in research income, and for publications too, with seemingly an improvement in quality. There has been some restructuring and an increase in impact-related activity. Knowledge mobilisation activities were being developed.

RKEC19.01.30 Professor Cramp summarised the activity of the HAS Research Centres including:

- An increase in research income across all the Centres with an average success rate around 50% which is above the national average success rate for the majority of the funding bodies
- Increase in a number of high quality publications
- Re-structuring of research themes and management in a number of Centres
- Developing new high quality research facilities
- Extensive impact-related activities and expanding collaborations with stakeholders at national and international levels
- Enhancing links between research and teaching and innovative approaches to enhancing students' experience
- New strategic appointments and internal investments

RKEC19.01.31 ACE – Hazel Edwards reported that Industrial Strategy funding of two major projects, both led by Jon Dovey, had transformed the DCRC. These had put the Centre and the University on the map. There was, however, a lot of other work going on as well. Ms Edwards noted that ACE has two large Research Centres and

she had had meetings with the Directors of each, that goals had been set and they were now recording progress and setting new targets. CFPR had undergone a fallow period but a successful outcome from the E3 bid would be transformational, and even if not successful, the work undertaken to develop the bid would be used to take the Centre forward.

RKEC19.01.32 FBL – Ray McDowell gave an update on the position of a Research Director appointment. He stated that there was a lot of research activity in the Faculty and Centres and that the Centres were progressing.

RKEC19.01.33 Members raised a number of challenges facing Centres including staff on short-term contracts and losing them to permanent positions elsewhere; the difficulty of retaining PhDs post-graduation; not developing due to lack of progression opportunities; Research Centre Director workloads; faculty-specific support from RBI; needing more support for marketing and re-branding. Professor Boddy indicated that, rather than responding to the Centre reports at this stage he would prepare a note for circulation after the meeting, specifically responding to the points raised for consideration by the Committee.

Action: MB

HEALTH AND SAFETY

RKEC19.01.34 Alison Weeks presented paper RKEC19.01.13 Quarterly Health and Safety report to Directorate. Professor Boddy proposed that URKEC receive a copy of each report going forward and, on this occasion only, receive a presentation from Mrs Weeks.

RKEC19.01.35 Mrs Weeks reported that the H&S team were trying to ensure that reports are cascaded to key groups, and ensure that health and safety are embedded in all that UWE does. She noted that the processes were due to change again. Over the past five years there had been a step change in how H&S are implemented in the University, embracing the concept that H&S are everyone's responsibility. Going forward H&S would be part of the UWE 2030 strategy rather than a separate strategy.

RKEC19.01.36 The H&S team has developed a 5-year roadmap, responding the claims around too much paperwork and wanting to eliminate too much bureaucracy. This does however need to respect other systems being developed. It is important to focus on the right risks at the right time. Work is ongoing to develop training, including online provision. The H&S team is being restructured and would be putting on some roadshows, and there is greater emphasis on the health aspects of Health and Safety, including embedding well-being and reviewing stress.

RKEC19.01.37 Mrs Weeks stated that there had been a similar number of accidents to previous year, but that serious ones appeared to be on the increase. Professor Boddy asked members to inform Mrs Weeks of any issues they identified. Although people were already very vigilant, a single incident could be very significant. It was agreed that the quarterly report should come to this Committee and that Mrs Weeks would be invited to on an annual basis.

LIBRARY SERVICES UPDATE

RKEC19.01.38 Mrs Conway was not able to attend the meeting but had indicated by email that the main thing to highlight from her report (RKEC19.01.07) was that the move to open access had stepped up a gear, with research funders including UKRI, signing up to Plan S which would have potential implications over where researchers

publish. Library colleagues are working out what this will mean for UWE and Mrs Conway would have more to report at the next URKEC meeting.

- RKEC19.01.39 Professor Boddy and Mrs Conway had met to discuss funds for publishing. He was not keen that UWE should be paying for open access as an institution – the issue was that the big publishers were in the business of making money while universities want to get on with their research. Plan S potentially has significant implications for universities and QR funded research, and may influence where researchers publish.

Professor Boddy proposed that this item be re-visited at the next meeting with a paper from Mrs Conway.

Action: AC

MARKETING

- RKEC19.01.40 Sylvie Fabre advised the Committee that Ben Lowndes had been retained to produce three brochures, signalling the willingness from Marketing to support research. The proposed brochures would be professional, well-presented, and include lots of small case studies. She also reported that progress with the University's webpages was well in hand.

GRADUATE SCHOOL COMMITTEE (GSC)

- RKEC19.01.41 Professor Willey reported that a call for reactive PhDs had been issued shortly before Christmas, which was more flexible than the 50:50 partnerships, and had attracted a lot of interest. To date £230k of matched funding had been identified. He noted that the go-ahead was about to be given to the partnership PhDs but that there were none from ACE or FBL, and asked how these funding arrangements might work more attractively for those faculties.

- RKEC19.01.42 The PRES (Postgraduate Research Experience Survey) would be launched shortly. The survey, which is undertaken 2-yearly, would open from the end of March to the beginning of May. Professor Willey explained the importance of the survey and the need to be more proactive in promoting it. The key issue for UWE remained research culture, and members were encouraged to highlight to PGR students the great research activities going on, for example by ensuring that students are invited to research centre seminars etc. The PRES survey would be open for 6 weeks and cover ProfDocs as well as PhDs.

- RKEC19.01.43 Mr Bond reminded members that the CROS (Careers in Research Online Survey) would also be launched soon, with similar timing. Staff in RBI would be promoting the survey which generally provided useful feedback.

HOUSE OF COMMONS RESEARCH INTEGRITY REPORT

- RKEC19.01.44 Mr Bond reported that the University was required to report annually to the Board of Governors on research governance. Paper RKEC19.01.08 provided details of research governance processes, activities to support research integrity and details of investigations of research misconduct. He further reported that the Research Integrity Concordat was being reviewed and noted the ongoing movement towards a more rigorous regime of compliance.

ANIMAL WELFARE AND ETHICS COMMITTEE (AWEC) and HUMAN TISSUE SUB-COMMITTEE

- RKEC19.01.45 Dr Ellwood and Professor Conway confirmed that they were happy for their reports to be starred and to take any questions from Members. No questions were raised.

UNIVERSITY RESEARCH ETHICS COMMITTEE (UREC)

RKEC19.01.46 Professor Devine was only recently back from an extended overseas trip so had not been able to prepare a report from UREC on this occasion.

EXTERNAL BIDDING DETAILS

RKEC19.01.47 The Committee received reports RKEC19.01.11 (UWE Research Bids 01.08.2018 – 16.01.2019) and RKEC19.01.12 (UWE Non-research bids 01.08.2019 – 16.01.2019). No points were raised.

ANY OTHER BUSINESS

RKEC19.01.48 Ms Edwards reported that there had been much discussion at ACE RKE Committee about the recent round of research governance training. Professor Willey had also had a lot of feedback from PGR students. Mr Bond stated that he would take this forward.

MEETING DATES FOR 2018-19

Wednesday 24th October 2018, 14:00-16:30

Wednesday 30th January 2019, 14:00-16:30

Wednesday 3rd April 2019, 14:00-16:30

Wednesday 12th June 2019, 14:00-16:30

Actions:

RKEC19.01.03	Student representative for the Committee - Professor Boddy to send a note to all PGR students to encourage someone to volunteer for this role.	MB
RKEC19.01.04	Technician representative - Ms Edwards to facilitate identifying a first representative from ACE.	HE
RKEC19.01.06	RKEC18.10.07 – Research Data Management implementation. This remained an ongoing action.	MB
RKEC19.01.18	Strategic Risk Register – Mark Webster to consider the comments of the Committee and adopt where appropriate; AV to add consideration of the register by the Committee to the annual business plan	Mark Webster, AV
RKEC19.01.33	Professor Boddy to prepare a note on the challenges identified in the Research Centre annual reports and raised for consideration by this Committee.	MB
RKEC19.01.39	Plan S and funds for open access publishing – Mrs Conway to be invited to bring a paper on this to the next meeting.	AC