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RESEARCH COMMITTEE:
Wednesday 10th February 2021

PRESENT: Professor A. Nagar (in the Chair), Dr G. Cuthbertson, Professor N. Donnelly, Dr S. Harrop, Dr N. Hodgson, Professor D. Jeyaraj, Dr Z. Kinsley, Professor O. Khaiyat, Dr A. Ranasinghe, Dr D. Reid

By Invitation: Ms C. Bramwell (PA to the PVC), Mr C. Cooper, Ms S. Murray.

Secretariat: Mr M. Jones.

Apologies: Dr M. Brennan.

1. Minutes of the previous meeting

Members had received the minutes of the meeting of Research Committee held on 28th October 2020 (RE 994), which were **APPROVED** as a correct record.

2. Matters Arising

External member for Research Ethics Sub-Committee

The Chair confirmed that an external member has now been appointed to the Research Ethics Sub-Committee. Professor Jeyaraj informed members that the new member is Dr Mary Martin, Principal Lecturer and Research Lead in the School of Education at the University of Greenwich.

Home delivery of library orders

Ms Murray confirmed that colleagues can currently have library orders delivered to their home addresses.

School and department research funding applications

Mr Cooper informed members that he is awaiting invitations to School Research Committees.

Addition of data to funding applications report showing which applications were successful

Mr Cooper confirmed that this is being implemented.

Funding allocation in light of Disability Studies move from Education to Social Sciences

The Chair confirmed that he had discussed this with the Vice Chancellor and now the allocation of the funds has been updated and the School of Social Sciences has been informed.

Ethical clearance for text-based research

Professor Jeyaraj confirmed that he and Dr Reid had discussed this.

3. Update on preparations for REF2021

The Chair informed members that he had given a presentation to the recent meeting of REF Steering Group in relation to Impact and asked Ms Bramwell to forward this to members. The Chair informed members that issues relating to version control of submission documents which he has been trying to resolve, with a naming convention for final versions established. The Chair added that environment narratives have all gone through two rounds of feedback (apart from one UoA due to some delays) with the University's external consultant. The Chair added that the majority of impact case studies have gone through one round of feedback, with a number of case studies having completed the second round. The Chair informed members that the REF team will begin uploading documents to the submissions portal on 15th February 2021, adding that all case studies are to be uploaded by 8th March 2021, with the final submission made sometime after the week of 15th March and well before the deadline of noon on 31st March 2021.

4. Reports from Research Centres

a. CCDS

Members had received an update from CCDS (RE 996). Members noted that Dr Barden's concept of the heterotopic affinity space, presented at the CCDS Disability and Disciplines conference in 2015, published in 2016, and now a key feature of the disability studies MA, has been described as a 'founding tenet' of an innovative classroom studio event space called The Foundry. The Foundry is part of the national Institute of Coding and belongs to the Department of Computer Science and Creative Technologies at UWE Bristol. It has been used by hundreds of people including students, academics and businesses and has hosted hundreds of opportunities for authentic, paid work experience and produced 121 projects, prototypes, and artefacts, completing nearly 70 projects for industry partners and stakeholders.

b. CEPA

Members had received an update from the Centre for Education and Policy Analysis (RE 997). Dr Hodgson informed members that CEPA scholars have been collaborating with the Desmond Tutu centre roundtable series on 'Decolonialising practices in education', both as contributors, and in speaker recruitment and publicity. Dr Hodgson added that Dr Sampson-Chappell has been appointed Co-Director of the centre.

c. Archbishop Desmond Tutu Centre for War & Peace Studies

Members had received an update from the Archbishop Desmond Tutu Centre for War & Peace Studies (RE 998). Members noted that Dr Montoya Londoño returned from maternity leave to resume her leadership of the Centre, along with Dr Al-Azami as Deputy Director.

d. Andrew Walls Centre for the Study of African and Asian Christianity

Members had received an update from the Andrew F Walls Centre of the Study of African and Asian Christianity (RE 999). Professor Jeyaraj drew members' attention to the monthly doctoral seminars for PGR students, adding that three such students have presented their research findings and received feedback.

e. SEARCH

Members had received the update on SEARCH (RE 1000). Members noted that the centre's work in relation to the Everton In The Community has been completed, with Professor Lavalette and Dr Stone overseeing this process.

The Chair reminded members that at the next meeting of Research Committee all research centres would undergo their annual re-approval process (as per the requirement in our R&SDP) and invited centre directors to present full annual monitoring report.

5. Library Resources Update**a. Library Update**

Members had received the Library Update (RE 1001 & RE 1002). Ms Murray informed members that the University now has Read & Publish agreements in place with Sage, Cambridge University Press and Wiley. These agreements cover access to full text subscriptions and Open Access without embargo in designated journal titles. Ms Murray added that the library team are currently collating a webpage with general information about R&P agreements, the role of the corresponding author as well as details on these specific details including how academics can take advantage to have their articles published in Open Access format. Turning to the Library Services Development Plan 2021-26 (RE 1002), Ms Murray informed members that the plan has been revised and updated.

b. Minutes of the Library Steering Group

Members had received the minutes of the meeting of Library Steering Group which took place on 20th January 2021. Ms Murray informed members that the webpage hosting recordings of inaugural lectures is now complete. The Chair noted the group's recent strategic discussions and asked members to send any suggestions for strategic items to be discussed at Library Steering Group to Ms Murray.

6. Research Funding**a. Report on progress on research and grant income activity**

Mr Cooper informed members that in the first six months of the current academic year a total of 17 funding applications were made, with a total potential income of £1.3m. Mr Cooper added that three or four of the applications had been successful. Mr Cooper added that the number of applications during this period is in line with the same period in the previous year.

b. University Research Funding

Members had received the update on University Research Funding (RE 1005). Mr Bibby informed members that due to the pandemic very little expenditure has been incurred to date. Mr Bibby added that while the majority of research activity tends to take place later in the academic year he would normally expect to see about 20% of funds used at this stage, only 3.7% of the total devolved budgets has been used so far this year with a further 0.4% committed. Mr Bibby informed members that the expenditure incurred to date is in two schools, Maths & Computer Science and Psychology.

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The Chair informed members that a new version of the online application system has now been released. Dr Kinsley requested that she be given admin access to the system. The Chair undertook to do this.

Professor Jeyaraj asked whether university research funds could be used to purchase books. The Chair raised a query as to whether such purchases would be funded by the library research allocation. Ms Murray undertook to look into this.

7. Research Degrees Sub-Committee

The Chair informed members that the February 2021 meeting of Research Degrees Sub-Committee had been cancelled due to excess workload generated by the pandemic and to free up colleagues' time. The Chair assured members that the Sub-Committee's Terms of Reference state that the Sub-Committee must meet 'at least once per academic year'. The Chair informed members that PGR Management meetings have continued, with work into a process for approval of supervisors ongoing.

Dr Harrop asked whether principles were in place for submission of PhD theses in circumstances where hard copy submission is not possible (e.g. during lockdown). The Chair replied that once a thesis has been signed off by the examiners it can be submitted electronically and undertook to ask Mr Leyland to notify all PGR students of this. He also informed that a hard copy thesis is a requirement before a student can graduate and advised that hard copies can be submitted to the Security Lodge during lockdown marked for his attention.

8. Research Ethics Sub-Committee

Members had received minutes from the Research Ethics Sub-Committee of 29th September 2020 (RE 1006). Professor Jeyaraj informed members that the next meeting of the Sub-Committee would be in March 2021, adding that the Sub-Committee would be looking at updating the Research Ethics Policy.

9. Items for Note from School Research Committees

Members had received minutes from School Research Committees (RE1007-14). The Chair requested that in future School Research Committee chairs collate noteworthy items from minutes for submission to Research Committee.

10. Monitoring Strategic Goals:

The Chair informed members that in the near future the University would be updating the Research & Scholarship Development Plan, adding that the previous plan that has seen this current REF cycle is expiring. Professor Donnelly asked whether a process of peer review for grant applications might be considered. The Chair responded that this is already in his planning and advised that he is supportive of a practical approach to building a vibrant research community. The Chair advised that ideas and suggestions such as these are welcome.

11. AOB

There was no other business.

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ACTION LOG FOR NEXT RESEARCH COMMITTEE MEETING

Issue	Action	Responsibility	Progress
External member for Research Ethics Sub Committee	Professor Nagar to liaise with Mr Dykins re this.	Professor Nagar	Dr Mary Clare Martin
Home delivery of library orders.	Ms Murray to discuss with Acquisitions Librarian	Ms Murray	Completed
Report on application activities across schools and departments.	Mr Cooper to forward to Schools Research Committees	Mr Cooper	Completed
Addition of data to funding applications report showing which applications were successful.	Mr Cooper to discuss with Finance	Mr Cooper	Completed
Mr Cooper to attend School Research Committee	Mr Jones to contact committee Chairs	Mr Jones	Ongoing
Funding allocation in light of Disability Studies move from Education to Social Sciences	Professor Nagar to discuss with VC	Professor Nagar	Completed
Ethical clearance for text-based research.	Dr Reid to contact Professor Jeyaraj about how this clearance relates to virtual reality and augmented reality.	Dr Reid	Completed
REF Impact	Ms Bramwell to forward Professor Nagar's presentation to members.	Ms Bramwell	
Annual monitoring reports from the Centres	Centre directors to provide annual monitoring reports for the next meeting	Members representing the research areas to work with Centre Directors	
Library Steering Group strategic items	Members to send suggested items for discussion to Ms Murray.	All members	
Library research allocation	Ms Murray to investigate whether book purchases for research can be funded by the library's research allocation.	Ms Murray	
Electronic and hard copy submission of PhD theses	Professor Nagar to ask Mr Leyland to notify PGR students of this.	Professor Nagar	