

RESEARCH COMMITTEE:
27th October 2021

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

By Invitation: Mrs G. Smylie, Ms S. Murray.

Secretariat: Ms C. Bramwell

1. Apologies

The Chair advised that apologies had been received from Dr N. Hodgson, Dr G. Cuthbertson and Mr A. Bibby (invited member).

The Chair welcomed Ms Bramwell to the meeting as the new Secretariat for Research Committee and thanked Mr M Jones who previously served the committee for a number of years. Mr Jones will now be serving other committees within the university.

The Chair welcomed Mrs G. Smylie to her first meeting of Research Committee. The Chair advised that Mrs Smylie is the new Research Facilitator for the University following the retirement of Mr Colin Cooper.

2. Minutes of the previous meeting

Members had received the minutes of the meeting of Research Committee held on 12th May 2021 (RC 1042), which were **APPROVED** as a correct record.

3. Matters Arising

Terms of Reference

The Chair confirmed that Mr Jones has updated the Terms of Reference accordingly.

Library Development Action Plan

The Chair asked that the Library Development Plan be recirculated along with the forthcoming dates for the Library Steering Group.

University Research Funding

The Chair updated that some progress has been made on this and reminded members that Schools/Departments are required to provide updates on the utilisation of their budgets to this committee.

Consolidated Research Time

The Chair confirmed that Mr Jones had asked School Research Committee Chairs to supply details of CRT granted during 2020/21 academic year. The Chair advised that he was hoping to develop and release an electronic CRT application system later on in the academic year.

Research activities and ethics approval

The Chair explained that the Research Ethics policy has been updated and that members were invited to comment/feedback. The Chair asked members to provide their comments as soon as possible if they hadn't already done so.

Research & Scholarship Development Plans

The Chair advised that this item will be discussed under item 11 at today's meeting.

4. Update on REF2021

The Chair advised that September to December is a particularly busy period for REF and confirmed that a number of REF audit queries have already been received and dealt with.

The Chair reminded members about the audit timetable and confirmed that Open Access and Outputs are now being looked at. In addition to this, random sampling of Impact Case Studies and UoA Environment narratives are also being audited by the REF panels.

REF Panel instigated audit queries are starting to arrive and the Chair said that these will be dealt with as and when they arrive and that support from Schools/Department's and UoA Coordinators will be gratefully received.

It was noted that the REF Steering Group has been suspended until November.

The Chair advised that the REF results will be published in the week of 9th May 2022 and said that a detailed timeline has already been shared with colleagues in the university.

5. Reports from Research Centres

The Chair had requested a brief one page report from the Centre Directors outlining the key activities and plans.

a. CCDS

Members had received a summary report from CCDS (RC 1043) in advance of this meeting. Members noted the content of the report.

b. CEPA

Members had received a summary report from the Centre for Education and Policy Analysis (RC 1044) in advance of this meeting. The Chair advised that Dr Carly Bagelman and Dr John Tilson have been appointed as the new Co-Directors of CEPA. Members noted the content of the report.

c. Archbishop Desmond Tutu Centre for War & Peace Studies

Members had received a summary report from the Archbishop Desmond Tutu Centre for War & Peace Studies (RC 1045) in advance of this meeting. Members noted the content of the report. Dr Kinsley advised that the date for the talk '*Is the EU Neoliberal, and if so, so what?*' has been revised from 1st November to 3rd November 2021. It was also noted that the date of the online conference on COP26 theme has been changed to 8th February 2022. The Chair asked members to encourage colleagues to proactively participate in these events.

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

Members had received a summary report from the Andrew F Walls Centre of the Study of African and Asian Christianity (RC 1046) in advance of this meeting. Members noted the

content of the report. Prof. Jeyaraj advised that Prof. Andrew Walls had sadly passed away in August 2021 and that the Centre is hoping to build on his legacy and discussions took place regarding Prof. Walls' scholarly collections. It was noted that Dr Harvey Kwiyanzi left Hope in September and therefore the appropriate changes have been made to his PGR students' supervisory teams.

e. SEARCH

Members had received a summary report on SEARCH (RC 1047) in advance of this meeting. Members noted the content of the report. The Chair said that there is the potential for an Impact Case Study between SEARCH and Nutrition (Heath Sciences) based on an ongoing seed idea which is at the early stages and has great potential.

Prof. Khaiyat asked whether there is a certain number of members required in order to make a Research Centre. The Chair advised that the definition of a Research Centre is included in the Research and Scholarship Development Plan (R&SDP).

The Chair said that going forward we need to think about the types of Research Centres we should have at the university as well as Research Groups. It was suggested that these discussions should take place outside of this committee during the process of updating the R&SDP.

Dr Brennan asked who has oversight of Research Groups within the university. The Chair confirmed that unlike the Research Centres these are run locally by Schools/Departments. It was suggested that it would be a good idea to have some guidelines about how Research Groups can be set up or dismantled.

Members agreed that it would also be useful for Research Groups to be listed centrally on the website in addition to within the School/Department pages.

The Chair asked Ms Bramwell to find out what Research Groups there are across the university and pass the information to Mrs Smylie who can update the central research website.

ACTION: Ms Bramwell to email S/DRC Chairs on behalf of the Chair in order to collate a list of all Research Groups across the university as above. The list will then be circulated to members of this committee.

Dr Reid suggested starting up a university wide research day similar to L&T day to help understand what research is happening across the university as well as showcasing interdisciplinary work. Members agreed that this was a good idea. Dr Brennan suggested we could pitch this as 'festival of hope' which would also work name wise if coinciding with the end of the pandemic.

ACTION: Members to send the Chair ideas for a potential University Research Day so that he can look into this.

6. Library Resources Update

a. Library Update

Members had received the Library Update (RC 1048) and noted its content. Ms Murray informed members that the process for PGR students to recommend purchases is now open and confirmed that requests are starting to come through. With regards to Open Access, Ms Murray confirmed that the sector is in negotiations to secure a Science Direct deal.

ACTION: The Chair asked Ms Murray to prepare a note on Open Access and send this to Ms Bramwell who will circulate it to the Chairs of School/Department Research Committees.

Work on HIRA has been undertaken over the summer to tidy up the university structure in order to reflect the change to Schools and Departments. There is still some additional work to be undertaken by IT Services and it is hoped that this will be carried out shortly. Ms Murray referred to the HIRA statistics within her report and said that if anyone would like any localised figures then please let her know and she will extract the required data.

Prof. Khaiyat asked how the subjects were structured in HIRA as he felt that his subjects were missing. Ms Murray said that she thinks the issue could be coming from 'e-print' rather than something the university has listed. Ms Murray asked Prof. Khaiyat to send her the details by email so that she can look into this.

7. Research Funding

a. Quarterly reports on progress of research and grant income activity

Mrs Smylie advised that she would bring a formal report to the next meeting of Research Committee. She explained that since joining the university in September she has been focussing on getting to know what research activity is going on across the Schools and Departments in order to build her knowledge of the types of bids and grants we should be going for. Mrs Smylie said she is keen to equip colleagues with the skills and knowledge required to undertake good research and facilitate the research processes. She also advised that she will be attending the School Research Committee meetings in due course. Targeted emails from Research Professional will also be circulated to relevant colleagues.

Members asked for clarity on the university policy to 'buy out' teaching and the steps that colleagues need to take before they can submit an application. It was felt that a workshop explaining the policy might be helpful. The Chair agreed to hold a workshop as part of the staff development sessions and reminded members that the university 'buy out' policy is very generous and is based on UKRI policy.

b. University Research Funding

Members had received the update on University Research Funding (RC 1049/50). The Chair confirmed that the Research Funding had now been devolved to the School/Department Research Committees and advised that Mr Bibby has sent out instructions on how to spend the allocated funding.

ACTION: Ms Bramwell to ask Chairs of School/Dept. Research Committees to provide a spending update report for the next meeting of Research Committee.

c. Update on Article Processing Charges

The Chair advised members that a mechanism to capture the details of APC's that have been funded by the university was required. This information will be required for a report later in the academic year. It is hoped that the iREFund System can be adapted to record this information but in the meantime we will be asking Chairs of SRC to collate the details of APC's as they go along so that the information is readily available.

ACTION: Ms Bramwell to email Chairs of SRC's to ask that they start keeping a record of approved APC's.

8. Research Degrees Sub-Committee

The Chair advised members that the first meeting of RDSC was cancelled at short notice due to the busy start of the academic year and explained that RDSC meets up to 3 times per academic year. It was noted that large numbers of students were still on interruption due to Covid-19 pandemic. There were also a large number of students who graduated in September and there are also a number of students due to graduate in January 2022.

The Chair advised members that he has undertaken an exercise to collate the key areas of research strength and critical mass across the university in which PGR recruitment is to take place and said that Chris Leyland will shortly be publishing this information on the website. Psychology will be used as a pilot and it will then be rolled out to the other Schools and Departments. The application process itself will be changed in order to ensure high quality students and quality of supervision across the board.

The Chair asked Dr Harrop whether the proposal on dissertation length for CAPA students undertaking practice research was available yet. Dr Harrop confirmed that this had recently gone to the CAPA SRC for consideration and was approved. The Chair asked Dr Harrop to forward him the proposal.

ACTION: Dr Harrop to forward the proposal on dissertation length to Professor Nagar who will look to take Chair's action.

It was also noted that Newman University will shortly be applying for Research Degree Awarding Powers. The Chair informed members that in order to support their preparations for RDAP, as a university we will explore a validated model (as opposed to the sub-contractual agreement we currently have).

9. Research Ethics Sub-Committee

The Chair noted that the minutes of Research Ethics Sub-Committee will be received at the next meeting as the sub-committee has been rescheduled to take place this afternoon. The Chair reminded members that the Research Ethics Policy was in the process of being updated and invited feedback from colleagues to be sent directly to Prof. Jeyaraj.

ACTION: Prof. Jeyaraj to bring the updated policy document to the next meeting of Research Committee in February to be considered by members.

The Chair noted that the online ethics clearance system needs further development but advised that IT Services were currently extremely busy and it is on the list for going forward.

10. Items for Note from School/Department Research Committees

Members had received summary reports of the noteworthy items from School/Department Research Committees (RC1052-58). Members noted the content of these reports. The Chair informed members that he does read all of the minutes and that these reports are a brief summary of the key updates.

The Chair advised that there is no report from Law as they are a new SRC and advised that they would provide a report for the next meeting.

The Chair advised that he is currently steering the Business School in order to create their own SRC and is guiding them through a mock REF style exercise. Dr Curtis Ziniel has recently been appointed as Chair of Business School SRC.

11. Monitoring Strategic Goals:

a. Undergraduate Summer Research Scholarships

Members had received an update paper on the undergraduate summer research scholarships (RC 1060). It was highlighted that both staff and student feedback from the scholarship programme has been very positive. The Chair advised that a poster presentation event was taking place on Wednesday 3rd November in order for the scholarship students to showcase their work and encouraged colleagues to attend and support their students. Ms Bramwell asked members if they knew of any scholarship students who would be willing to speak about their experience of the project at the event to let her have the names as soon as possible.

b. Updating Research & Scholarship Development Plan

The Chair advised members that the current R&SDP (RC1061) needs updating going forward and explained that it is currently still a valid plan. The Chair advised that he would like to start a consultation on updating and enhancing the plan and asked members to think about the key areas for consideration. A deadline will be set for members to send in any suggestions and ideas before consultation goes out to the wider Hope community.

ACTION: Chair to agree and circulate a deadline for RC members to send ideas for updating the R&SDP.

Dr Brennan asked whether there were any plans for a further round of VC Scholarship PGR students like what was previously funded after REF 2014. The Chair explained that the university has a generous approach to funding research and said that this is an area to be explored once REF2021 outcomes are available. The Chair emphasised the importance of securing external funding and not just overly relying on internal funds.

Prof. Khaiyat said that it is not always easy to partner with external bodies and asked whether the university had any resources to support external collaborations. The Chair explained that if colleagues were to bring in an external partner who brings in either a full fee or part fee then this is something that can be looked at.

c. Development of Research and Inquiry

Members had received the paper on research and inquiry (RC 1063) in advance of the meeting and noted its content.

The Chair supported the concept of the paper and explained that the remit of the proposed Centre for Research and Inquiry was to work with Personnel to oversee and develop opportunities for the development of Research and Inquiry skills in academic colleagues, develop a portfolio of postgraduate level modules supporting the development of Research and Inquiry skills across the University and to provide advocacy and advice in relation to the embedding of Research and Inquiry training in all educational provision. The Chair explained that the content is not exhaustive and said that there may be other research methodologies that can be added.

With regards to the Governance of the group it was felt that some further representation from Arts and Humanities and CAPA was required. The Chair advised that he will feed this back to Professor Donnelly.

As this is not a Centre that meets the definition outlined in the R&SDP the structural aspects of this concept will need to be considered elsewhere.

The Chair put forward 3 recommendations to members who agreed they were happy to support the scheme and agreed to the following points:

- The proposal can progress, including the delivery of Research and Inquiry across the university.
- The title of the Research and Inquiry centre or entity is to be decided elsewhere.
- Paper RC 1063, or an updated version will be sent to School/Department Research Committees for feedback and comments.

ACTION: Prof. Donnelly to send Ms Bramwell an updated version of RC1063 that can be circulated to SRC's for comment.

The Chair informed members that he had also received feedback from Knowledge Exchange Concordat and said that he will be working with Mr Ian McKenna to update the Knowledge Exchange plan which will be circulated to Schools/Departments and aspects of it will be embedded in the R&SDP.

12. Chairs Business

The Chair confirmed that the University had recently conducted its academic promotion process and said that 12 colleagues had been promoted to Professor. The Chair congratulated all the new Professors, including members of this committee; Prof. David Reid, Prof. Michael Brennan and Prof. Guy Cuthbertson who were all successful in their applications. A series of Inaugural Lectures have been scheduled and the Chair said that a programme will be circulated to colleagues with the dates and encouraged members to attend.

The Chair confirmed that a further 6 colleagues were successful in their application for Principal Lecturer and that 12 colleagues were successful in their application for Associate Professor. The Chair congratulated these colleagues including members of this committee; Dr Zoe Kinsley and Dr Stephe Harrop on their recent promotions to Associate Professor.

The Chair called upon senior colleagues across the University to help support and develop the research environment and also tasks such as Independent Chairs for PGR student Viva's.

13. Dates for future meetings

The Chair confirmed that the next meeting of Research Committee will take place on 9th February 2022 and that a further meeting would take place on 11th May 2022.

ACTION LOG FOR NEXT RESEARCH COMMITTEE MEETING

| Agenda Item | Action | Responsibility | Timeline | Progress |
|---|---|--------------------------------|--|----------|
| Reports from Research Centre (p3) | To collate a list of all Research Groups across the university and circulate to members of this committee. | Ms. C Bramwell | Before the next meeting | Actioned |
| Reports from Research Centre (p3) | Members to send the Chair ideas for a potential University Research Day so that he can look into this. | All Research Committee members | Before the next meeting | Actioned |
| Library Update (p4) | Ms Murray to prepare a note on Open Access and send this to Ms Bramwell who will circulate it to the Chairs of School/Department Research Committees. | Ms S. Murray / Ms. C Bramwell | Before the next meeting | Actioned |
| University Research Funding (p4) | Ms Bramwell to ask Chairs of School/Dept Research Committees to provide a spending update report for the next meeting of Research Committee. | Ms. C Bramwell | Before the next meeting | Actioned |
| Article Processing Charges (p5) | Email to be sent to Chairs of SRC's to ask that they start keeping a record of approved APC's. | Ms. C Bramwell | ASAP | Actioned |
| Research Degrees Sub-Committee (p5) | To forward the proposal on CAPA dissertation length to Professor Nagar who will look to take Chair's action. | Dr S Harrop / Chair | ASAP | Actioned |
| Research Ethics Sub-Committee (p5) | To bring the updated Research Policy to the next meeting of Research Committee to be considered by members. | Prof. D Jeyaraj | Next meeting on 9 th February | Actioned |
| Updating the Research & Scholarship Development Plan (p6) | Chair to agree and circulate a deadline for RC members to send ideas for updating the R&SDP. | Chair | ASAP | Actioned |
| Development of Research & Inquiry (p7) | Prof. Donnelly to send Ms Bramwell an updated version of paper RC1063 that can be circulated to SRC's for comment. | Prof. N Donnelly | Before the next meeting | Actioned |