

Confirmed



RESEARCH COMMITTEE:
26th October 2022

PRESENT: Professor A. Nagar (in the Chair), Mr A. Bibby, Dr M. Brennan, Dr C. Carroll-Meehan, Professor G. Cuthbertson, Professor N. Donnelly, Professor N. Ferguson, Dr S. Harrop, Associate Professor Z. Kinsley, Professor O. Khaiyat, Dr A. Ranasinghe, Professor D. Reid, Mrs G. Smylie, Ms S. Murray,

By Invitation: Mrs G. Smylie, Ms S. Murray, Mr A. Bibby

Secretariat: Mrs C. Gallagher

1. Apologies

No apologies had been received. The Chair welcomed two new members, Professor Cate Carroll-Meehan, Dean of Education and Professor Neil Ferguson, new Chair of University Ethics Subcommittee following Rev. Professor Daniel Jeyaraj's retirement.

2. Minutes of the previous meeting

Members had received the minutes of the meeting of Research Committee held on 11th May 2022 (RC 1131), which were **APPROVED** as a correct record.

3. Matters Arising

Action	Progress
Ms Bramwell to update Ms Murray's job title in the membership section of the Terms of Reference and send the updated document back to Mr Derrick Dykins.	Actioned
The Chair to contact Personnel in order to ensure Mrs Smiley's role title is formally amended to 'Research and Innovation Facilitator'.	Actioned
Mrs Smylie to circulate the LHU Research Process document to Heads of School/Department as well as Chairs of School/Department Research Committees to obtain feedback to further develop/enhance the document.	Mrs Smylie to circulate the flowchart outlining the funding allocation process to all Heads of Schools and Departments again.
Chair to meet with Mrs Smylie and Mr Bibby to develop a Research Funding spending strategy.	Ongoing. Mr. Bibby informed members that last academic year, 25% of the devolved research budget was underspent. Members discussed whether this underspend was a consequence of the Covid 19 Pandemic however the Chair confirmed an underspend is seen each year.
Chair to contact members to obtain their feedback/ideas to build the wider university consultation to develop the R&SDP.	Actioned. The Chair informed members that he and Mrs. Smylie are in the process of visiting Schools and Departments and the conversations had have been useful so far.
Ms Bramwell to circulate the 2022/23 meeting dates to Research Committee members.	Actioned. The Chair confirmed that future meeting dates have been circulated and they are also listed on the university website.

ACTION: Mrs Smylie to circulate the flowchart outlining the funding allocation process to all Heads of Schools and Departments again.

ACTION: Mr Bibby to meet with Chairs of School and Department Research Committees to discuss management of the devolved research budgets.

ACTION: The Chair to meet with Mrs. Smylie and Mr. Bibby to discuss reporting from the iREFund system so that spending can be reviewed by Heads.

4. Future Research Assessment Programme (FRAP)

The Chair informed members that funding bodies are undertaking a review of REF and Research Assessment in general under an initiative entitled Future Research Assessment programme. The outcome of this review should be known by this Autumn. The Chair added that a feedback consultation was held at the beginning of the review and key discussion points were highlighted as follows:

- The possibility of a rolling REF where each year a different sub-profile will be assessed.
- The use of metrics work for some subjects more than others.
- Funding bodies wanted to stick with expert review.

The Chair outlined some key aspects that we can work on as we wait for the outcome of FRAP as below:

- The importance of ensuring that our research outputs are eligible for submission, which we can do by making them Open Access: this means acting on acceptance (upload on [HIRA.hope.ac.uk](https://hira.hope.ac.uk))
- As Outputs category for assessment is here to stay, we need to continue the momentum. Of course, the weightings of the Output category may change.
- We should continue our emphasis on Interdisciplinary work and on Open Research and Open Science (that is reproducibility of our research). Interdisciplinary research will become more prominent.
- We need to continue to develop a strong base for our impact case studies.
- The university has just launched its next round of VC Doctoral Scholarships and we should be making the most of this.

Professor Donnelly added that during a presentation by the Chair of unit assessment 4 it was advised that they will go back to a more environment focussed template and that it was made clear that good environment statements explored the link between improving performance of people in institutions and how our approach to managing people enabled them to do work. Professor Donnelly added that Equality, Diversity and Inclusion was a very significant theme in rating the quality of environment and that clear targets in what we wish to achieve is important. The Chair reminded members that all environment documents from REF2021 and REF 2014 are available in the public domain and that it would be a useful learning exercise to read the documents and case studies where institutions have done well.

A discussion started about how the timescales for the next FRAR are going to be tight, particularly with regards to the VC Doctoral Scholarships submission dates.

Professor Khaiyat asked whether an external advisor system will be used for our mark and feedback and The Chair agreed that having an independent critical friend would be beneficial.

Professor Carroll-Meehan asked whether training could be provided by these critical friends on what 3 and 4 star outputs look in order to develop better understanding for colleagues. The Chair confirmed that the purpose of the external advisor system is to gain independent opinion about our research and how we can make it better.

5. Reports from Research Centres

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

a. CCDS

Members had received a summary report from CCDS (RC 1132) in advance of the meeting. Members noted the content of the report. It was noted that CCDS is involved in organising a number of Interdisciplinary conferences and some of these can be useful for colleagues in Humanities and Social Sciences. The Chair asked the centre to disseminate these opportunities to the wider university.

ACTION: Professor Brennan to speak to the Director of the centre for circulation of opportunities to colleagues across the university.

b. CEPA

Members had received a summary report from the Centre for Education and Policy Analysis (RC 1133 and 1134) in advance of this meeting. Members noted the content of the report.

Professor Carroll-Meehan added that she is looking closely at the structure of the centre to enable a broader and more inclusive Education research, particularly looking at Research Innovation and Research income generation and research of Teacher Education within the local community.

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 1135 and 1136) in advance of this meeting. Members noted the content of the report.

Members noted involvement of the centre in Intercultural Dialogue Facilitation Training and Seminar and their engagement with initiatives of change.

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 1137) in advance of this meeting. Members noted the content of the report. This was the first report from the new Director since the retirement of Professor Daniel Jeyaraj. It was noted that the centre is due to release its October 2022 newsletter soon.

- Professor Cuthbertson added that the centre will collaborate with the Desmond Tutu Centre.
- Professor Cuthbertson informed members that the centre Director, Dr. Abraham Ng'ang'a has been very active within Humanities colleagues and is very engaged.
- The Chair informed members that Dr. Ingrid Wall will soon hold a session for Humanities colleagues in order to emphasise that the centre is not just focussed on Theology but also on other subjects within the School of Humanities.

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- The Chair informed members that Dr. Ng'ang'a is also working on a distanced learning MA in African Christianity programme, which if successful will be funded by the Commonwealth association of Universities.
- Associate Professor Kinsley informed members that Dr. Ng'ang'a will attend the next School Humanities Research Committee to discuss about how connections can be built across the School of Humanities and the university.

Professor Brennan noted that the membership of the research centres needs to be broadened as at the moment, membership sits mainly within particular Schools or Departments.

ACTION: Mrs Gallagher to invite Dr. Ng'ang'a to attend the next University Research Committee.

e. SEARCH

Members had received a summary report on SEARCH (RC 1138 and 1139) in advance of this meeting. Members noted the content of the report.

The Chair commented that the Research Centres may need review going forward.

6. Library Resources Update

a. Library Update Report

Members had received the Student Learning Research Committee Report (RC 1140) and noted the content.

- The Chair asked members to indicate any items they would like to be included on the next Library Steering Group agenda.
- Professor Reid requested subscription within library funds for large data sets that are often needed. The Chair informed Professor Reid that for one off purchases, Schools and Departments will be responsibility for funding these. Any data sets that are required, colleagues should approach Professor Nagar and Ms Murray for exploration of whether these can be funded.

Ms Murray agreed to look into School and Department research budgets Susan to look at research budgets to see if the budgets can include a section specifically for research related collection.

7. Research Funding

a. Update on devolved Research budget

Members had received the 2022-23 Research Funding Update (October 22) report (RC 1141) ahead of the meeting and noted the content.

- Mr Bibby informed attendees that the devolved budgets included in the report were calculated based on the last REF results.
- Each School and Department has a different project code as listed in the document and budgets are ready to be used.
- Professor Donnelly raised that there may be a potential issue whereby the output overall for each School and Department was used to calculate the devolved budget

rather than the overall REF output and the rationale behind this calculation should be added to the document.

The Chair explained that the output profile was a better reflection for the purpose of distribution of this QR funds and Environment and Impact is funded by the university in different other ways. The Chair agreed to update the document showing next academic year's allocation of funds.

b. External Bids and Grants

Members had received the External Funding Projects Sep21-Aug22 report (RC 1142) ahead of the meeting and noted the content.

Mrs Smylie outlined key points and informed attendees that the goal is to have something visible showing how research funding is being used. Mrs Smylie outlined the following figures:

- 13 bids have been awarded out of 56 bids this year totalling approximately £145,000 and there are currently around 10-15 academics who are looking to bid for external funding.
- Bid success rate currently stands at 23%.

Mrs Smylie informed members that the report is generated three times each year. Members agreed it would be beneficial if the report could be generated and sent to Heads and Deans on a bi-monthly basis to notify them of colleagues who are interested in external bidding.

ACTION: Mrs Smylie to generate an External Funding Projects report on a bi-monthly basis and send to Heads and Deans.

Mrs Smylie noted that the number of academics engaging in bidding for external funding currently is 34, which is around 10% of university academic staff.

Mrs Smylie is also looking at how the Unit 4 system can be used for bidding for funding in a more productive way.

A discussion started on how relevant colleagues can be notified when academic colleagues are wanting to apply for external funding. Professor Carroll-Meehan asked whether an Intention to Apply form would be useful. The form could be submitted to the PGR Research Office and possibly given a unique reference number so that tracking would be simple.

ACTION: Professor Carroll-Meehan to work with Mrs Smylie on an Intention to Apply form.

Mrs Smylie added that as part of a central bid to Innovate UK, an expert to provide training sessions for colleagues has been included in order to maximise the opportunity in developing our training skills portfolio for Knowledge Exchange.

Associate Professor Kinsley commented that this is an exciting initiative and that bid writing is often where colleagues report needing extra support on. It would be useful to have a workshop where examples where people of successful grant applications can be looked at.

Professor Carroll-Meehan added that it would be useful to be strategic in approaching foundations and trusts with similar Mission and Values to Liverpool Hope University to see if they can provide some training.

8. Research Degrees Sub-Committee

a. Minutes of Research Degrees Sub-Committee

Members had received the unconfirmed minutes from the last Research Degrees Subcommittee meeting (RC 1143) held on 5th October 2022. The Chair outlined key points.

- A revised set of Regulations and Code of Practice for PGR has been updated on the university website.
- A PGR handbook now available on the website.
- Newman University, an accredited partner institution for postgraduate research degrees, have now gone through a successful validation process. The quality assurance aspects will continue to sit with Liverpool Hope University in order to help them to achieve their own RDAP.

Associate Professor Kinsley raised that the information about funding on the PGR webpages is out of date and it would also be useful if the funding application form was uploaded onto the webpage.

ACTION: PGR Office to update funding information on the PGR webpages.

The Chair outlined key points regarding the launch of the next round of VC Doctoral Scholarships. Professor Donnelly asked whether funds have been set aside to support the research projects themselves. The Chair informed all that the budgeting for the scheme is yet to be confirmed and specific expenses will be looked at during the student recruitment process.

Professor Khaiyat noted that there may be visa challenges for international applicants on the programme. The Chair responded that the offer letters will be sent in good time.

Professor Cuthbertson asked whether written work could be requested as part of the application process by Schools and Departments. The Chair informed members that in the guidance notes a statement is requested with the application form and Schools and Departments can ask for a more detailed written submission if needed.

ACTION: Mrs Gallagher to alert School and Department Administrators once the external advertising links are live.

9. Research Ethics Sub-Committee

a. Minutes of Research Ethics Sub-Committee

Professor Ferguson outlined key points recorded in the minutes of the meeting of RESC on 20th October 2022 (RC 1145) and asked members if they had any comments. No comments were put forward.

10. Items for Note from School/Department Research Committees

Members had received summary reports of the noteworthy items from School/Department Research Committees (RC1146-1156). Members noted the content of these reports. It was noted that reports had not been received from The School of Law, CAPA and the School of Education due to their Research Committees having had not yet met.

11. Monitoring Strategic/Corporate Goals

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Members had received the School and Department Research Consultation Visits 2022.23 report (RC 1157) ahead of the meeting. The Chair informed members that as part of the consultation process, views are invited as the university updates the Research & Scholarship Development Plan (R&SDP).

12. Chair's Business

The Chair reminded members that the Inaugural lecture series is soon to start and asked all the make every effort to attend. External guests and key stakeholders should be invited also to these lectures. Professor Reid will give his Inaugural lecture on 16th November. Professor Carroll-Meehan will deliver her Inaugural lecture on 30th November.

The Chair informed members that the second round of Undergraduate Level I Summer Scholarships took place during the Summer. A poster presentation event will be held in the Eden building on the afternoon of Wednesday 2nd November.

ACTION: Mrs Gallagher to send lists of School and Department scholarship holders to Heads and the details of the event.

The Chair also informed members that a networking event with industrial partners will be held on Friday 11th November in the Eden building.

13. Dates for future meetings

Wednesday 8th February 2.15pm

Wednesday 10th May 2.15pm

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ACTION LOG FOR NEXT RESEARCH COMMITTEE MEETING

Agenda Item	Action	Responsibility	Timeline	Progress
3. Matters Arising	Mrs Smylie to circulate the flowchart outlining the funding allocation process to all Heads of Schools and Departments again.	Mrs Smylie		
3. Matters Arising	Mr Bibby to meet with Chairs of School and Department Research Committees to discuss management of the devolved research budgets.	Mr Bibby		
3. Matters Arising	The Chair to meet with Mrs. Smylie and Mr. Bibby to discuss reporting from the iREFund system so that spending can be reviewed by Heads.	Chair		Meeting took place and further software engineering work needs to be undertaken.
5. Reports from Research Centres	Professor Brennan to speak to the Director of the CCDS centre for circulation of opportunities to colleagues across the university.	Professor Brennan		
5. Reports from Research Centres	Mrs Gallagher to include Dr. Ng'ang'a (by invitation) for the next University Research Committee.	Mrs Gallagher		Completed
6. Library Resources update	Ms Murray to look into School and Department research budgets Susan to look into research budgets and schools to manage research to see if the budgets can include a section specifically for research books.	Ms Murray		
7. Research Funding	Mrs Smylie to generate an External Funding Projects report on a bi-monthly basis and send to Heads and Deans.	Mrs Smylie		Completed for December 22, ongoing
7. Research Funding	Professor Carroll-Meehan to work with Mrs Smylie on an Intention to Apply form.	Dr. Carroll-Meehan / Mrs Smylie		
8. Research Degrees Sub-committee	PGR Office to update funding information on the PGR webpages.	Mrs Gallagher		
8. Research Degrees Sub-committee	Mrs Gallagher to alert School and Department Administrators once the external advertising links are live.	Mrs Gallagher		Completed

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12. Chair's Business	Mrs Gallagher to send lists of School and Department scholarship holders to Heads and the details of the event.	Mrs Gallagher		Completed
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