## Research Committee Minutes

### 5th July 2017, 12.00, Turing Room

**Attendees:** Jane Hillston (Chair), Jim Ashe, Chris Banks, James Cheney, Alastair Hill, Michael Rovatsos, Barbara Webb, Martin Wright, Julie Young, Anda Nicolson (secretary)

**Apologies:** Kousha Etessami, Nigel Goddard, Johanna Moore

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<th>Summary</th>
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| **1.** Approval of previous minutes  
Minutes from the meeting held on the 3rd of May 2017 were approved.  
**Matters arising from previous meeting:**  
   a) **REF Impact.** Steve Renals plans to give institute talks rather than talking to Dols exclusively.  
   b) **Internet of Things lab space.** This item was previously raised as part of a discussion about the Quartermile project. JH and JO will be speaking with Paulo Quattrone to discuss how the School might interact with the ongoing Edinburgh Futures Institute at Quartermile. This will involve more than the IoT space, and an update will be provided once this meeting has taken place.  
   c) **Success stories reporting.** A query was raised at the last meeting regarding the amounts we report, but JH has confirmed that we are reporting the same format as other Schools. No further action is required.  
   d) **Public engagement.** We are looking to allocate a public engagement duty to a member of academic staff. MJW will be working with Helen Pain to confirm what this will involve.  
   e) **Research screens at reception.** JH has met with the Communications Team to discuss this. They will present a proposal at the next meeting of this committee. **Action:** Add to agenda. | AN |

| **2.** Items for information  
The committee noted papers 2.1-2.3, regarding Success Stories, open access statistics and KPIs. We will be gathering Success Stories over the summer for the next meeting of the College Research Committee, as College are currently on hiatus.  
We had 203 publications added to PURE between January and April; only four of these weren’t compliant for REF. Our compliance rate is 98.88%, one of the best in the university.  
Our compliance statistics for PURE have improved from last month. We are currently working to ensure that we are recording as many papers as possible in PURE and reminding authors to record their publications.  
The KPI report shows that we are seeing more successful grant applications, but the value of these is lower than in previous years. The smaller industry awards also do not carry overheads, so we have to be conscious that the income to the School is possibly going to be reduced, leaving the School to cover these costs. These smaller grants also take up the same amount of administrative time as larger grants, so |
Portfolio Managers are seeing their workload increase as a result. From next academic year the way that overheads are calculated will change. Our assumed overhead recovery will be taken from the School budget and any overheads we get will come to the School. If we do not maintain our current level of overhead recovery we will be worse off.

College Research Committee has suggested that all academic staff should be submitting at least one grant application per year, and we need to look to encourage staff to take this approach. College have suggested that the PDR process should be used to encourage this.

3. **Director of Research report**

We held a workshop on Responsible Research and Innovation recently. The materials are available online for people to review. We hosted this as a tester for EPSRC and JH will be sending them a follow-up report.

There will be a workshop on Commercial Exploitation taking place in August.

We are going to be holding a workshop to help staff write their 100 word summaries for the REF process. This will be publicised in due course.

Research lunches have been held recently which have been successful. We would like to hold a pitching workshop as part of the research lunch series. This will help to build pitching skills and collaboration.

4. **Next round of CDT calls**

JH provided an update about the next round of calls:

There will be outline calls in January 2018 with a closing date in March. Panels will be held in May with results afterwards.

A call for full proposals will take place in May 2018 with a closing date in July and interviews in October. The announcements will take place in November 2018.

We need to decide where our priorities lie in terms of renewals and new CDTs. We could look at Design Informatics, as it would be sufficiently distant from our current ones to hopefully not affect our current CDT offering. We will hold a fuller discussion of this at the next meeting of this committee.

**Action**: Add this to the agenda for the next meeting, inviting the directors and deputy directors of the current CDTs to the discussion.

**Action**: Dols to ask their institutes if there are any other suggestions for potential bids for this next round of CDTs

5. **Dates of meetings 2017/18**

Paper 5.1 was noted for the committee’s information.

6. **Any other business**

Jim Ashe was formally welcomed as the new Director of Commercialisation and Industry Engagement.

7. **Date of next meeting: TBC**