MINUTES OF MEETING
of the
RESEARCH COMMITTEE
held on
Wednesday, 5 November 2014
12:00 pm – 1:00 pm
Room 4.31/4.33

Present:
Mike Fourman (Chair), Murray Cole, Markus Guhe, Jane Hillston, Nigel Goddard,
Johanna Moore, Michael Rovatsos, Tamise Totterdell, Sethu Vijayakumar, Julie Young,
Marjorie Dunlop (Secretary)

Apologies: Steve Renals

AGENDA ITEMS

Item 1 – Approval of Minutes of previous meeting

The Minutes of the meeting of 1 October 2014 were approved.

Item 2 – Matters arising (from meeting of 5 May 2014)

d) Profile Pages
   These need ongoing work and support.

   Action
   TT to send updated lists of names (those still to submit) to HoIs
   Actioned

   Action
   HoIs to advise their people as to who is still to submit

Item 2 – Matters arising (from meeting of 2 June 2014)

Item 5 – Open access; open data

TT spoke on behalf of KM as to the system used by Informatics. There are a few paid
open access papers; it is preferable to use the online version rather than the publisher
version. KM are in the process of determining what they have/don’t have; about 1/3 of
the papers in the system are journals and conference papers and some are too old. KM is
able to retrieve papers for staff personal pages. Informatics’ preference is for ‘green’
publishing. EPSRC requires open data; EC is trialing open data on some H2020.

   Action
   NG to speak with TT about his paper
   Actioned
Item 6 – Internships
There was discussion about the hiring of interns. LFCS has a scheme whereby there is money for staff to take on an intern. Equality and diversity employed one intern this year. There is a University policy about hiring interns and it is best to ask Portfolio Managers for assistance as they are familiar with the various hiring requirements.

Action
MF will send email to advise DoIs

Item 7 – Web presence
MF is on the Web Strategy Committee. It was suggested that, if there are any issues from a research point of view, they should be sent to MF. Informatics’ current web pages are on a central research system (a Polopoly system).

Action
MF to have first look, then MF and TT, then possibly DoIs

Item 8 – Any other business
d) Technical reports

Action
MF to liaise with TT

Item 2 – Matters arising (from meeting of 1 October 2014)

Item 3 – Convenor’s report – RAEng Fellowships; EPSRC Framework (Paper A)
The paper was discussed and clarification was required on various items:

a) Doctoral Training Partnership funding
Will switch to funding for 2 years; starts in 2017

Action
MF to ask Andy Mount for clarification

b) Impact Acceleration Accounts

Action
MF to query College Research Committee as to who reviews these; could this fund BDEs

c) Pathway to Impact on Research Grants
College runs workshops on how to write pathways to impact. They should be specific to the project.

Action
TT to contact NG and Julie Young regarding a repository of projects, PIs, etc

Action
MF to investigate an appropriate repository

Action
MD to include ‘expertise, boilerplate’ as an item on the agenda for the General Meeting

Actioned
d) Chancellor’s Autumn statement
Data Analytics

Action
MF to ask Andy Mount for clarification on this statement

Item 4 – Informatics Success Stories (Paper B)
There was discussion of options as to Paper B.

Action
TT to inform College
Actioned

Item 5 – Any other business
a) Turing Institute
Following an update by MF on the Turing Institute Bid, the Committee discussed various strategies (Informatics and Mathematics, CDTs, list of partners, list of people, number of words allocated to Informatics).

Action
MF to speak with Richard Kenway and Maths
Actioned

Action
SR to send CDT case for support to Research Committee
Actioned

Action
MR to send CDT case for support (Pervasive Parallelism) to Research Committee
Actioned

Action
MF to query Richard Kenway re business partners
Actioned

b) Success stories on Web
There was discussion about how to encourage/prompt people to send newsy items for posting on the Web.

Action
TT to speak with Effie
Actioned

c) Reporting funding profile
There was further discussion about the feasibility of reporting the funding profile of the grants.

Action
TT to send ERI report to MF
Actioned

Action
MF to speak with Julie
d) Current Web pages
It was decided that everyone should be reminded to look after their own web pages and keep them up to date.

Action
MF to email research staff

e) Annual impact competition
It was decided that the process for selecting the prize winning entry would be for the Research Committee to see the submissions and then make a decision. Johanna would announce the prize winners.

Action
MF to check funding with Neil McGillivray and Johanna Moore

Action
MF to forward an edited version of the email from Dave Robertson (via Jane Hillston on 1 October 2014) to Staff and Students

f) Internships
It was suggested that we could take advantage of funders such as Nuffield, Leverhulme, Carnegie.

Action
MF to advise DoIs to pursue these

g) Grants and funding initiatives
There was an initial discussion on how best to utilize the wealth of knowledge within Informatics (admin and research staff) to assist with grants and funding initiatives.

Action
Agenda item for next meeting

h) System for reporting on grants
TT spoke about the RCUK system for reporting on grants. Research Fish account is replacing ROS (Research Output System).

Action
DoIs to encourage people in their institutes to activate/delegate their accounts
Actioned

Action
TT to share list of RCUK grant people
Actioned
**Item 3 – RCUK requirements for funded researchers – Researchfish (Paper A)**

There was discussion about the various sanctions that may occur in 2015 with respect to the RCUK requirements (eg., submission of key findings, impact and publications after grant is finished/retired; complication if people have left/on long term leave; only the PI can do the actual return; PI can delegate keying but not submission; returns become important from next year).

**Item 4 – REF Open Access Policy**

This will be policy from 2016. The School should have an open access policy in advance. Meta data should be in PURE as a pdf within three months of being accepted; the pdf does not have to be publicly available at that time.

**Action**

TT to advise people immediately

**Item 5 – Informatics Success Stories (Paper B)**

There was discussion of options as to Paper B.

**Action**

JY to inform College

**Item 6 – Any Other Business**

**a) Research Grants**

MF showed a graph of the spend profile for research grants since 2005. There was discussion about the percentage growth in research income; what data should be included; use of different filters to produce different outputs (eg., directs and indirects, by institute). Depending on the required outputs there could be substantial administration costs.

**Action**

MF to send column headings of current spreadsheet to Committee

**Action**

Committee to send MF requests for additional column headings

**Action**

MF and JY to investigate process and data source in order to maintain graph on a monthly basis

**b) Turing Institute**

MF gave an update on the Turing Institute. With a great deal of help from TT he produced a web page on publications organized by outlet; all documentation is now with EPSRC.
Item 7 – Date of next meeting

The date of the next meeting will be Wednesday, 3 December 2014, 12:00 pm to 1:00 pm in Turing Room.