



Senate

Paper Title	Vice-Principal's (Research) Advisory Group Executive Summary of the meeting held on 14 October 2013
Outcome requested	Senate is asked to note the paper.
Points for Senate members to note and further information	<ul style="list-style-type: none"> • The purpose of the Advisory Group is to develop and monitor strategies and policies for research in the College. • The members of the Group are the Faculty Deans for Research and Director of the Doctoral College. Heads and representatives of relevant Professional Services departments attend the meetings as appropriate.
Questions for Senate to consider	<p>The paper is provided for information.</p> <p>Particular points to note include:</p> <ul style="list-style-type: none"> • changes to the Group's terms of reference (section 2); • the remits of the Vice-Principal's research discussion groups for 2013-14 (section 3); • the action being taken to raise awareness of the importance of academic review of research grant proposals before submission to external funding bodies, and to enhance school/institute internal peer review processes (section 4); • some changes are being made to the description of the arrangements for monitoring adherence and follow-up to the QM Citation policy to lessen the emphasis on enforcement (section 5); • a Task and Finish Group has reviewed the Research Data Management Policy and prepared a revised policy for approval by Senate (section 5).
Regulatory/statutory reference points	n/a
Strategy and risk	n/a
Reporting/consideration route for the paper	For report to Senate.
Authors	Mary Childs, ARCS, secretary to the Advisory Group
Sponsor	Professor Bill Spence, Vice-Principal (Research)

SENATE

VICE-PRINCIPAL RESEARCH ADVISORY GROUP

EXECUTIVE SUMMARY OF MEETING HELD ON 14 OCTOBER 2013

For a full set of notes please contact the Secretary: Mary Childs
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1. Summary

This report summarises the main areas of discussion of the Research Advisory Group to the Vice-Principal (Research) at the first meeting of 2013-14 held on 14 October 2013. The next meeting will be held on 9 December.

2. VPRAG Terms of Reference and Membership

The Group has conducted the annual review of its Terms of Reference and agreed the changes highlighted in annexe A. The two main changes are:

- (i) *To consider research ideas and proposals raised through other research forums*

This addition takes into account the introduction of the Research Consultation Group and Research Development Group.

- (ii) *To monitor allegations of fraud and misconduct in research through an annual report on allegations and outcomes*

This replaces "To investigate allegations of fraud and misconduct in research" as it is not the role of the Advisory Group to investigate allegations.

3. Vice-Principal Research discussion groups

The Group noted the remit and membership of the new Research Development Group and Research Consultation Group. Both groups will refer proposals and suggestions to VPRAG to consider. All three groups are chaired by the Vice-Principal.

VPRAG will focus on research policy development and review and consider reports from Professional Services on service development in support of research activity.

The Research Development Group is an academic group to discuss research issues, to develop solutions and strategy, to foster the development of research ideas and proposals that could be taken forward at an interdisciplinary, interfaculty or college level, and to identify areas that might benefit from policy development or a strategic approach.

The Research Consultation Group will provide a less structured forum to enable individual academic staff to directly voice issues of concern and propose initiatives.

4. **Monitoring Research Performance**

The Advisory Group monitors research-related performance indicators, the research components of the College and Faculty risk registers, and other research activity data. At this meeting the Group considered:

- the Knowledge Creation KPIs section of the annual stocktake submission to Council;
- the development of reporting on grant application and success rate data at school/institute level. Information on school/institute internal grant review processes is being collected by the Vice-Principal to inform the development of guidance on peer review processes. This guidance and the grant success data will be circulated to schools and institutes to enhance school/institute internal peer review processes;
- recording the contribution of Co-PIs to research grants. This is important in relation to developing incentives to encourage collaborative research activity, and to recognise the input of Co-PIs to research activity. The Joint Research Management Office is looking into this.

5. **Research policy work**

- **Citation Policy**
The Group has reviewed the section of the policy concerning monitoring and follow-up, and has approved changes to reduce the emphasis on enforcement. A paper about the changes is on the agenda for this meeting of Senate.
- **Research Data Access and Management Policy**
The Group approved the draft revised policy prepared by the Research Data Access and Management Task and Finish Group. It also approved the proposal to set up a Research Data Management Group for 2013-14, initially to oversee implementation of the policy and the guidance to be provided to QM staff. A paper about these changes is on the agenda for this meeting of Senate.
- **HEFCE consultation on Open Access in the post-2014 REF**
The Group noted that HEFCE had invited comments on proposed criteria for open access in the post-2014 REF, the definition of the research outputs to which the criteria would apply, and the proposed approaches to allowing exceptions from the open access requirement. QM has supported the joint submission from the Russell Group.

Other research policy work underway includes:

- **The Research Facilities Task and Finish Group** is auditing facilities and will consider issues relating to facilities organisation and management, overhead recovery, and IT support;
- **The QM IP Policy Task and Finish Group** is reviewing the QM Intellectual Property Policy;
- **Compliance with the UK Research Integrity Concordat** A new Task and Finish Group has been approved to review the concordat against QM practice, and to make recommendations on any action that may be required to ensure compliance.

6. **Vice-Principal for Research update November 2013**

Professor Spence's latest update is available on the web at <http://www.qmul.ac.uk/images/ebulletin/2012/vpresearchNovember2013.html>

Vice-Principal's Research Advisory Group

Terms of Reference and Membership, 2013-14

Terms of Reference

To develop and monitor strategies for research, including:

- To develop and monitor the delivery of internal and external KPIs for research at College level, including the Research Excellence Framework 2014
- To make recommendations regarding policy on relations with external funding organisations and collaborators
- To make recommendations regarding the exploitation of research to the benefit of the College and staff
- To develop and monitor research support management systems within the College, including costing and pricing, research grants management, business development, IP and commercialisation activities
- To develop, promote and support interdisciplinary and multi-disciplinary research in the College, including identifying College level research themes and priorities
- To develop the College's strategic approach to internally and externally funded interdisciplinary College Research Centres and Institutes and to monitor the success of these structures.
- To develop and monitor high ethical standards in research in all College research activities
- **DELETE** To investigate allegations of fraud and misconduct in research INSERT "To monitor allegations of fraud and misconduct in research through an annual report on allegations and outcomes"
- To be responsible for the oversight of risk management arrangements and the assessment of risk relating to research activity.
- To be responsible for the oversight of the Queen Mary Doctoral College, including the recruitment, funding and training of doctoral students and postdoctoral researchers, and other strategic matters concerning these groups. The Research Advisory Group shall receive regular reports from the Doctoral College Management Group.
- To consider research ideas and proposals raised through other research forums.

Membership

Core members

Vice-Principal for Research (Chair)
Dean for Research, Humanities and Social Sciences
Dean for Research, Medicine and Dentistry
Dean for Research, Science & Engineering
Director of the Doctoral College

By invitation / in attendance

Deputy Dean for Research (Research Students), Humanities and Social Sciences
Dean for Postgraduate and Postdoctoral Studies, Medicine and Dentistry
Deputy Dean for Research (Research Students), Science & Engineering

Representatives from:

Students' Union and Research Student Representative
IT Services
Student Services Directorate (includes Library Research Support Services and Employability)
Marketing and Communications
QMI
Research Degrees Office
Joint Research Management Office
Business Development Office
Centre for Academic and Professional Development
Strategic Planning
Executive Officer (Research)
Academic Registry and Council Secretariat

Secretariat: ARCS

Secretary
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