



Senate

Paper Title	Vice-Principal's (Research) Advisory Group Executive Summary of the meetings held on 6 July and 21 September 2015 & 2015/16 Terms of Reference
Outcome requested	Senate is asked to note the paper and approve its Terms of Reference.
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 and research support in QMUL. • The members of the Group are the VP-Research (Chair), the Faculty Deans and Deputy Deans for Research (one of the Deputy Deans is the Director of the Doctoral College), and the Director of Research Services and Business Development. Heads and representatives of relevant Professional Services departments are invited to attend the meetings as appropriate.
Questions for Senate to consider	<p>The paper is provided for information.</p> <p>This report provides an update on:</p> <ul style="list-style-type: none"> • the annual review of the Advisory Group's Terms of Reference and Membership (section 2); • monitoring the recovery of research overheads (section 3); • preparing for the next REF(section 4); • open access policy on journal articles and conference proceedings (section 5); • changes to the organisational arrangements for the Doctoral College (section 6).
Regulatory/statutory reference points	Under the Queen Mary Delegation Framework, the VP-Research has responsibility for the leadership of cross-QMUL research and research degree matters, including academic standards and the development and delivery of the QMUL Research Strategy.
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)

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VICE-PRINCIPAL RESEARCH ADVISORY GROUP EXECUTIVE SUMMARY

Summary of the meetings held on 6 July and 21 September 2015

For a full set of notes please contact the Secretary: Mary Childs
m.childs@qmul.ac.uk

An update from the Vice-Principal (Research) on current projects is also available on the agenda.

1. Summary

This report summarises the main areas of discussion of the Research Advisory Group to the Vice-Principal (Research) at the meetings held on 6 July and 21 September 2015.

2. Annual Review of Terms of Reference and Membership

The Group's terms of reference and membership for 2015-16 is annexed at A. The membership and remit of the group was reviewed last year. There are no changes for 2015-16.

The core members are the VP (Research), the Faculty Deans and Deputy Deans for Research, and the Director of Research Services and Business Development.

The new Professional Services Research Advisory Group, chaired by the Director of Research Services and Business Development, has been established. The group will co-ordinate the research support provided by Professional Services, with widespread attendance from across all PS departments.

3. Monitoring the recovery of research overheads

Arising from the recent internal audit report from KPMG on overhead recovery rates within QMUL, VPRAG will have oversight of overhead recovery rates through quarterly reports produced by JRMO. The report format has been agreed and VPRAG will now receive reports.

4. Preparing for the next REF

The VP-Research has circulated a consultation paper to schools and institutes for comment on proposals for the co-ordination and oversight of preparations for the next REF, which could have a deadline in 2019 or later, with a draft timetable for dry-runs.

5. Open Access policy on journal articles and conference proceedings

The Research Support Team, Library and Archives Services, provided an update on action being taken to meet the post-2014 REF Open Access policy on research

publications. This requires that from 1 April 2016 journal articles and conference papers (in proceedings with an ISSN) submitted for a future REF assessment, must be openly accessible. The accepted manuscript and bibliographic record must be placed in a repository no later than three months after publication. From 1 April 2017 the deadline becomes no later than three months after acceptance for publication. Discussions are being held at Faculty Research Advisory Groups and briefing sessions with schools and institutes are taking place across QMUL.

6. Doctoral College

The Group received an update on the position of the Doctoral College in the organisational structures following a review and approval by the Queen Mary Senior Executive.

The Doctoral College was established in 2012 to provide training and support for research degree students and postdoctoral researchers. Academic leadership is provided by the Faculty Deputy Deans for Research, one of whom is the Director of the Doctoral College. The Doctoral College Management Group oversees and coordinates college-wide provision for research students, under the chairmanship of the Director of the Doctoral College and working closely with the faculty Deputy Deans for Research, and the Research Degrees Office.

In response to changes to the remit and responsibilities of the Doctoral College since its establishment, and expansion in its activities and support role across QMUL, it has been agreed that the Doctoral College should become an independent unit under the VP-Research, with its own separate budget and 1.5 FTE administrative staff (formerly managed under the Centre for Academic and Professional Development - CAPD).

The CAPD will take on from the Doctoral College formal responsibilities for training and staff development for Early Career Researchers and postdoctoral researchers, reflecting the actual arrangements for these staff.

7. Monitoring major interdisciplinary research grants

The Advisory Group receives twice-yearly reports on major grants held at College level, such as interdisciplinary and interfaculty grants, in order to assess and monitor progress on these grants. In July reports were received on:

- (a) the EPSRC Impact Accelerator Account; and
- (b) London Creative Works.

8. Reports

The Advisory Group receives oral reports at each meeting from the Faculty Deans for Research and the Director of the Doctoral College.

Oral and written updates were received from the following other groups:

- Professional Services Research Advisory Group
- Doctoral College Management Group
- Research Data Management Group.

9. Date of next meeting

9 November 2015



Vice-Principal's Research Advisory Group

Terms of Reference and Membership, 2015-16

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
- 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 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
- 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
Deputy Dean for Research, Humanities and Social Sciences
Dean for Research, Medicine and Dentistry
Deputy Dean for Research, Medicine and Dentistry
Dean for Research, Science & Engineering
Deputy Dean for Research, Science & Engineering

Director of the Doctoral College
Director of Research Services and Business Development

In attendance

Executive Officer (Research)
Secretariat: ARCS

Secretary
Mary Childs, ARCS
m.childs@qmul.ac.uk
Ext. 5859

Approved by the Vice-Principal's Research Advisory Group on 21 September 2015

For information

VPRAG receives meeting notes / reports from the following groups

- HSS Research Advisory Group
- S&E Research Advisory Group
- Doctoral College Management Group
- EU Advisory Group
- Research Data Management Group
- Research Facilities Group
- Research Enterprise Group
- Open Access Task and Finish Group
- Impact Group
- IP Committee
- Professional Services Research Advisory Group