Research Committee Minutes 19 January 2012

Summary
These are the unconfirmed minutes of the meeting of the Committee of 19 January 2012

Recommended Action
The Committee is asked to confirm the minutes.

Colin Higgins / Trevor Pearce
January 2012
MINUTES OF THE RESEARCH COMMITTEE
19 January 2012

Present:
Professor Andrew Jones, Dr John Kraniauskas, Professor Esther Leslie, Professor Patrick Hanafin, Dr Rick Cooper, Professor Alex Poulavassilis, Professor Li Wei [Chair],

Apologies:
Professor John Kelly, Dr Tracey Barrett, Dean Pateman

In attendance:
Robert Atkinson (Deputy Librarian), Liz Francis (Head, Research Grants & Contracts), Trevor Pearce (Deputy Academic Registrar), Colin Higgins (Research Student Unit), Andi Schmidt (Business, Economics and Informatics School Manager), Professor Laura Mulvey (for item 22), Professor Roger Luckhurst (for item 21)

17 MINUTES RC17 (2011/12)
Confirmed:
17.1 the Committee confirmed the minutes of the meeting of 4 October 2011

18 MATTERS ARISING FROM THE MINUTES RC18 (2011/2)
Received:
18.1 Details of matters arising from the minutes of the meeting of 4 October 2011 not featured elsewhere on the agenda.

Noted:
18.2 (i) that the Committee requested the bidding process to allocate funds from the Generic Skills funds be initiated in September each year.

ACTION: Trevor Pearce

(ii) that the proposer for the re-launched Centre for Religion & Contemporary Society would submit a complete proposal to the Committee at the next meeting.

(iii) that the former Business Relations department had closed and that the Research Grants & Contracts department would be offering a 0.5 fte position to advise on consultancy contract issues.

19 REPORT TO THE ACADEMIC BOARD RC19 (2011/12)
Received and noted:
19.1 the report to Academic Board of the meeting of 4 October 2011, including the recommendations which were endorsed by Academic Board.

20 RESEARCH CENTRES

COLLEGE GUIDELINES RC20 (2011/12)
Received and noted:
20.1 the criteria for the approval of new Research Centres within the College.
CENTRE FOR CONTEMPORARY LITERATURE RC21 (2011/12)
Received:
21.1 A proposal to establish a new Centre for Contemporary Literature as a research centre of the College.

Noted:
21.2 that the proposer highlighted the potential for this research centre to present a strong impact case for the Research Excellence Framework submission.

Agreed:
21.3 the Committee recommended approval of the proposal for the establishment of the Centre for Contemporary Literature to Academic Board.

BIRKBECK INSTITUTE OF FILM RC22 (2011/12)
Received:
22.1 A proposal to establish a new Birkbeck Institute of Film as a research centre of the College.

Noted:
22.2 that the Committee expressed some concern over the use of the word ‘Institute’ in the research centre title. Although there was no policy on the wording of research centre titles, it was noted that the use of this word may be too similar to other well established UK film institutes.

Agreed:
22.3 (i) the Committee approved the proposal for the establishment of the Birkbeck Institute of Film;

(ii) the Committee recommended that the centre consider adopting an alternative title, including the word “Centre” rather than “Institute”

23 RESEARCH CENTRE REVIEW RC23 (2011/12)
Received:
23.1 An activity report from research centres of the College.

Noted:
23.2 that the Centre for Iberian and Latin American Visual Studies had run a number of high profile conferences, series’ an workshops in the past academic year and planned a similar programme of events for 2011/12.

23.3 that the Centre for Law and the Humanities had run a number of conferences and produced various external outputs such as podcasts.

23.4 that the Centre for Multilingual & Multicultural Research was extremely active and had founded a new journal.

23.5 that the International Centre for Education for Democratic Citizenship was undergoing a period of change after Professor John Annette and Dina Kiwan had left the college. The College would need to monitor the activities of the Centre and consider in due course whether it continued to justify its accreditation as a Birkbeck research centre.
**ACTION:** The ICEDC to submit a report on activities in January 2013 updating the Committee on its continuing relationship with the College.

### RESEARCH EXCELLENCE FRAMEWORK RC24 (2011/12)

**Received:**

24.1 An update on developments at College and national level in relation to the Research Excellence Framework.

**Noted:**

24.2 that the Code of Practice on the Selection of Staff had been drafted and would shortly be circulated to staff unions and the wider College before submission to HEFCE. The College would also be circulating a disclosure form to all research-active staff at Birkbeck, inviting them to disclose any personal circumstances to be taken into account when making decisions on inclusion.

### COLLEGE RESEARCH STRATEGY RC25 (2011/12)

**Received:**

25.1 An update on the implementation of the College Research Strategy 2010-13.

**Noted:**

25.2 that the sample size from the survey of academic staff who declined job offers, intended to identify institutional barriers, was too small to indicate any trends.

**ACTION:** Trevor Pearce and Li Wei to meet with HR and discuss possible methods for identifying institutional barriers to recruitment and retention.

### SCHOOL RESEARCH COMMITTEES

### EFFECTIVITYNESS OF THE SCHOOL RESEARCH COMMITTES RC26 (2011/12)

**Received:**

26.1 A summary of responses from Schools on the effectiveness of the School Research Committees.

**Noted:**

26.2 that there was agreement amongst the majority of Committee members on the value of the School Research Committees for the day to day management of research matters and to formulate strategies within the Schools.

26.3 that the School of Science operated a more devolved structure than other schools, and research was generally considered at a departmental, rather than School, level.

**Agreed:**

26.4 that the School Research Committees would continue to meet and report to the Research Committee.

### SCHOOL RESEARCH COMMITTEE REPORTS RC27 (2011/12)

**Received and noted:**

27.1 the regular reports from the School Research Committees for Autumn 2011.
28  ESRC DEMAND MANAGEMENT POLICY RC28 (2011/12)
Received and noted:
28.1 the submission made by the College to the ESRC in response to the request from the ESRC for the College to outline its demand management process in respect of research grants.

29  RESEARCH STUDENT MATTERS RC29 (2011/12)
Received:
29.1 the report to the Research Committee of the meeting of 3 November 2011 of the Research Student Sub-Committee.
Agreed:
29.2 to endorse the recommendations:
   (i) that the College adopt the revised Code of Practice for Training and Research for Research Degrees;
   (ii) that the College adopt the revised Regulations for the Research Degrees of MPhil and PhD;
   (iii) that the College adopt the Policy on Write Up / Examination Only Research Students;
   (iv) that the Committee endorse the recommendations relating to the training of research students for teaching;
   (v) that the College adopt the Policy and Procedure for the Registration of Mixed Mode Students
Noted:
29.3 that the College had now received accreditation from the HEA for a Graduate Certificate programme for teaching; further clarification was needed as to a definition of teaching for the purposes of this recommendation.

ACTION: Trevor Pearce to circulate a draft definition of teaching to Assistant Deans (Research) to consider

30  EXTERNALLY FUNDED RESEARCH GRANTS AND CONTRACTS RC30i-iv (2011/12)
Received and Noted:
30.1 the regular statistical reports regarding research grant application numbers and the value of research grants held by the College.

31  FUTURE MEETINGS
Noted:
31.1 that the next meeting of the Committee would take place on 2 May 2012.

Signed __________________________________________________________
Date ____________________________________________________________