Present:

Jacques Fleuriot (Chair), Chris Williams, Jon Oberlander, Steve Renals, Alan Smaill, Julie Young, Stratis Viglas, Fiona Clark (for MD Secretary)

Absent: Sethu Vijayakumar, Jane Hillston, Mike O'Boyle,

AGENDA ITEMS

Item 1 – Minutes of previous meeting

The Minutes of the previous meeting were adopted without correction.

Item 2 – Matters arising

Discussion on remit and membership of Research Committee

Action

DR to find out about the availability of the information ERI compiles between schools, etc; ongoing

EPSRC Proposals: “National Importance” as a primary assessment criterion (Papers A & B)

PM’s have looked at proposals submitted but nothing specified re National Importance. In the absence of guidelines, examples may be useful. JY is meeting with Carolyn Brock, Impact Manager, Business Development and will ask how others are handling this.

Action

JF to contact Stephen Gilmore for feedback from EPSRC meeting.
JF to ask Bob Fisher about college level plans; ongoing

Discussion and agreement on process for peer reviewing of research proposals (Paper C)

JO has circulated document. CW advised some concerns were raised. It was agreed that the process should be characterised as a code of practice rather than “Policy”. May be referred to if necessary but PI is ultimately responsible. Feedback is encouraged and suggestions would be welcome.

Action

DR to add paper to website, JO to provide cover text; ongoing
Discussion and agreement on plans for workshops on writing for researchers (Paper D)

Final workshop is most relevant as it is associated with a publication.

Action

JO to send handouts to JF and provide info on publication; ongoing

Item 3 – REF update and discussion

Action

DR has discussed interface with Alastair Scobie, can use same software as before; complete

Action

DR to email staff for data gathering, selection criteria panel to be determined later. Institutes to discuss internally.

Not for this committee, no further action required

Action

Phil and Stephen to email HOIs with template and request feedback.

PW, SG to consult with Alastair Scobie re web interface requirements

Not for this committee, no further action required

Item 4 – Any other business

Chancellors Fellowships – school level decision making. Closing date 16 January. Numbers for Informatics not yet confirmed but in the region of 50. Selection panel can be broad; interview panel will follow normal procedure, candidates to give talks. May be problematic if there are several good candidates but this can be discussed with Nigel Brown once selection is known.

Item 3 – EPSRC commitment plan for grants over the Delivery Plan period 2011/12 – 2014/15

This appears to be ‘flat cash’ but there is a distortion as apportionment is different from previously. Text seems to imply ‘renewal’ of Doctoral Training Centres in 2103/14. DR is meeting with EPSRC.

Action

DR will ask for clarification

Item 4 – Informatics “Research Success” stories

Bob Fisher would like to exchange information through a College research committee. Agreed that JY will gather notable information monthly from PM’s to be relayed to the secretary of the research committee, therefore a recurring administrative task.

Action
JY to gather notable information for future meetings

**Item 5 – Update on Research Services website**

JF is working on this. Level of access to information was discussed. Agreed that most information is publicly available therefore no issues are foreseen. Managed database may be useful tool.

**Item 6 – AOB**

CW asked for clarification on BibTeX submissions to PURE. DR feels that is important to get people onto the system quickly and suggested that it would be acceptable to submit everything for now, should include 4 REF publications. All submissions will be verified and authorised by library staff at a later stage.

**Item 7 – Next Meeting Date**

Monday 6 February at 12pm, Turing Room.