Research Policy Group
Note of Meeting
16 September 2013

Present: J Seckl (Chair), J Shaw, H Macandrew, M Frame, R Fisher, T Slaven

In attendance: M Buchan (Secretary), P McGuire (MVM)

1. **Note of Last Meeting**

The Group agreed the note of the previous meeting.

2. **Consultation on Open Access in the Post-2014 REF**

The Group discussed the draft response to the consultation on open access in the post-2014 REF.

It was **AGREED** to:

- Align our response with that of the Russell Group.
- Quote the House of Commons BIS Committee report on Open Access wherever relevant.

| Action          | M Buchan to incorporate the Group’s feedback into the draft response and re-distribute following the consultation events in early October. |

It was confirmed that the University’s position on the expectation that PURE continues to be populated with research output data should be communicated widely (if not already incorporated, this should be included in the University’s Publication Policy). GaSP will draft proposed business process(es) for ensuring PURE continues to be populated, both with research output metadata and full-text content. The proposed process(es) should:

- Be positive, ensuring that the aims of increasing visibility, access and citations are delivered
- Be written with compliance in mind

| Action          | M Buchan to coordinate the drafting of proposed process(es) for ensuring PURE continues to be populated, both with research output metadata and full-text content. To deliver to RPG following the REF2014 submission (early 2014). |

J Shaw reported that she will continue to chair the RPG Working Group on Open Access.

3. **Research Integrity**

H Macandrew reported on the expectation that Universities have robust policies and procedures in place in support of good research practice, in light of the publication of the *Concordat to Support Research Integrity*. By the end of 13/14, the University must be able to demonstrate that it is on the road to compliance, with full compliance required by the end of 14/15.

The following points were made:

- Existing structures should be employed, filling gaps wherever necessary to ensure compliance, and make these structures visible
- A formal University policy will be required
- Schools/Colleges must take ownership
- As all Schools and Colleges have ethics processes in place, research integrity should be integrated within these processes
- An ethics / governance lead in each School should be identified (if not already) – College Deans of Research / Heads of Colleges should be named contacts / leads as well
- Reporting and monitoring processes will need to be implemented
- Training and support should be offered by IAD
- There needs to be a connection with research misconduct policies and procedures
- Research integrity should be incorporated into the University’s risk assessment
- The University’s policy on authorship should be publicised more widely
- Academic staff should be contractually obligated to undertake good research practice – it should be confirmed whether this is already captured in the contract for academic and research support staff

4. **PURE: Research Activity and System Usage Report**

   The Group considered the PURE: Research Activity and System Usage Report. The following suggestions were made:
   - This report should focus on a small number of metrics
   - Perhaps the charts and tables are not both required
   - Produce one report per College, that includes comparator College-level metrics
   - GaSP to attend College / School Research Committees to discuss

5. **Research Awards: End of Year Report 2012/13**

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<td>J Seckl to attend MVM and Biological Sciences Research Committees to discuss Wellcome funding.</td>
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6. **SRDG 12/13 Reporting**

   M Buchan reported that the deadline for 12/13 SRDG reporting has been extended to 17 January, in light of the REF2014 submission deadline.

7. **University Research Support and Governance**

   J Seckl reported that he had initiated a review of the organisation of University research support and governance. This will begin after REF is submitted.