

**GOLDSMITHS
University of London**

ACADEMIC BOARD

**RESEARCH AND KNOWLEDGE TRANSFER COMMITTEE
9 May 2007**

Minutes of the meeting held on 9 May 2007

Present: Professor Simon McVeigh (in the Chair), Professor Howard Caygill, Professor Scott Lash, Professor Carrie Paechter, Dr Len Platt, Professor Maria Shevtsova, Professor Robert Zimmer, Ms Lynda Agili (Secretary)

Apologies: Professor Angela McRobbie, Professor Nirmala Rao, Mr Mike Metelits

In attendance: Academic Registrar, Research Office Secretary

OPEN BUSINESS

46 IDENTIFICATION OF ITEMS FOR DISCUSSION

that item 12 Business Development Office should be discussed

47 ANNOUNCEMENT

Noted:

- (i) that Mr David Kuper has been appointed as Intellectual Property Officer based in the Business Development Office and will be conducting an IP audit of the College

48 MINUTES

Resolved:

to approve the Minutes of the meeting held on 7 February 2007 and 1 March 2007 (enclosed).

49 MATTERS ARISING FROM THE MINUTES

Development of cross thematic research groupings

Noted:

that the cross thematic themes should provide focus externally and internally to particular areas of College research such as Gender Studies, Race, Health and Creative Arts Practice Groups

Resolved:

to consider development of the themes at the next full meeting

50 RAE 2008

Received:

an oral report from the Chair providing an update on the College submission and a timetable of work to be undertaken prior to the submission (A; 07-171)

Noted:

- (i) that the dry run RAE had run very smoothly and that all members of staff had now been informed of likely outcomes subject to any changes to anticipated outputs or additional items forthcoming
- (ii) that the Funding Councils CEO Professor David Eastwood had confirmed that RAE 2008 funding mechanisms would not be based on Grade Point Average (GPA) but weighted according to the volume of work in assessment bands
- (iii) that the level of funding that would be apportioned to each grade was still unknown and would quite likely be different for each UoA
- (iv) that it was anticipated that League Tables would show how many staff were not submitted to the RAE by a process of comparing the HESA figures published separately but simultaneously against numbers of staff entered
- (v) that to maximise Goldsmiths RA3 Student return, staff should ensure to complete all paperwork or amendments for PhD students currently being examined as soon as possible to ensure that Senate House was able to include them on their awarded list on July 31st
- (vi) that all external grant income to be returned in RA4 could only be included if the money had been spent and goods received by July 31st so it was vital to ensure that all grants were being spent according to plan
- (vii) that meetings to discuss the RA5 narrative writing had been arranged and that work was being undertaken to have as much data gathering completed as possible during the summer

51 FUTURE FRAMEWORK FOR RESEARCH ASSESSMENT AND FUNDING

Received:

the HEFCE Circular letter outlining plans for development and implementation of the new framework (B; 07-172)

Noted:

- (i) that consultation on revised assessment frameworks would run over the summer and that Goldsmiths academics must keep a close watch for developments in their subject groups
- (ii) that non science based subjects would retain income gained from the 2008 assessment for five years whilst income for STM disciplines would be reassessed in 2009

52 RESEARCH PROJECT ACCOUNTS

To receive and consider a report presented by Ms Lakshmi Sri-Murugan, Management Accountant (Academic) showing current Research Project balances **(to be tabled C; R07-173)**

Noted:

- (i) that Ms Lakshmi Sri-Murugan was unable to attend the meeting or provide the paper to be tabled due to a family emergency
- (ii) that each Head of Department received a monthly statement of accounts which needed to be checked with externally funded research project leaders to ensure the funds were being spent according to plan
- (iii) that in practice this system would be improved if the HoD and Principal Investigator had viewing rights to live project accounts
- (iv) that where possible project administrators should monitor research project accounts and report any areas of concern to the PI's but that there were very few departments or projects sufficiently resourced to make this common practice
- (v) that it was vital that a streamlined structure for monitoring of project accounts was put in place to ensure that projects did not under or over-spend, particularly since in the case of underspending, money had to be paid back to the funders and in the case of overspending there would be no recourse to gain extra funding

53 PROPOSAL TO ESTABLISH A CENTRE FOR GLOBAL MEDIA AND DEMOCRACY

Received:

the proposal submitted by the Department of Media and Communications **(D; R07-174)**

Noted:

- (i) that the centre might be more accurately named Centre for the Study of Global Media and Democracy
- (ii) that in order to consider the funding of the proposed budget for Year One more details regarding the academic content and value of the seminars to Goldsmiths were needed

Resolved:

to ask the Department of Media and Communications to resubmit the Year 1 budget to the next RKTC

Recommended:

to approve the establishment of a Centre for Global Media and Democracy with effect from 24 September 2007, attached to the Department of Media and Communications

54 COLLEGE RESEARCH FUNDS

Received:

the application form and guidelines for College Research Funds seedcorn funding competition for 2007/08 in the light of increased funding available (E; 07-175)

Noted:

- (i) that the College Research Funds had been increased to £40,000 consequently there would be approximately £35,000 available to distribute for seedcorn funding
- (ii) that applications should be encouraged from all disciplines and should lead to potential projects which might attract external funding or significant public output
- (ii) that applications would be considered at the RKTC special meeting on 10 July

Resolved:

to approve the application form and guidelines with minor amendments

55 RESEARCH ETHICS SUB-COMMITTEE

Received:

an oral report from the Chair of Research Ethics Sub-Committee and the minutes of the Research Ethics Sub-Committee meeting held on 20 February 2007 (F; 07-176)

Noted:

- Sub-
- (i) that Dr David Oswell had been appointed as Chair of Goldsmiths Research Ethics Committee (RESC) in February 2006
 - (ii) that the Research Councils had widely accepted the need for a robust research ethics code of practice and that it was intended that there would be an auditing of research ethics governance within HEIs in due course
 - (iii) that Goldsmiths RESC had kept up with the pace of the changes by establishing a formal code of practice, revising ethical approval forms and practices and developing a new web site to provide staff with effective support
 - (iv) that the current committee comprised six academic members of staff as well as two lay members in keeping with good practice outlined by the Research Councils
 - (v) that the RESC's responsibility was to assess ethics relating to staff research whilst student research should be assessed at departmental ethics committees and referred to RESC if necessary
 - (vi) that it was important that all College departments came to understand that research ethics was a reflexive practice and should be entirely integrated with all research undertaken rather than seen as an adjunct activity
 - (vii) that future plans for the development of RESC activities included streamlining practices to ensure that all departments had effective structures in place for monitoring the ethical conduct of research taking place and that staff should consider a full awareness of research ethics a key part of their career development
 - (viii) that providing sufficient funding and resources were available it was intended that seminars for staff would be run which would cover practical issues such as data protection, CRB clearance, security matters, health and safety issues
 - (ix) that ESRC were leading the agenda for the Research Councils and now required that all funded research including ethical issues had been cleared by the HEI's research ethical committee before funding would be released

- (x) that the development of the Code of Practice for research ethics was a living document and that more advice was needed across the sector on legal aspects of research data collection
- (xi) that an important issue to be considered at Goldsmiths was the personal security of College staff and students whilst engaging in research – particularly in Departments such as Anthropology and Sociology

Resolved:

to investigate personal security structures at other HEIs and to explore the issues raised with Human Resources Department and the Health and Safety Officer

56 EUROPEAN FUNDING OPTIONS

Received:

an outline of European funding opportunities (G; 07-177)

Noted:

- (i) that the EU Framework Programme 7 and European Research Council (ERC) were now providing many potential opportunities for large scale funding of Goldsmiths disciplines, particularly under Theme 8 Socio-Economic Sciences and the Humanities and the ERC frontier research individual projects
- (ii) that it was very important that academic staff understood that proposals for European Funding required extensive preparatory work and that those intending to take part in Framework 7 must discuss proposals with the Research Office and Finance Department well in advance of the deadlines

57 BUSINESS DEVELOPMENT OFFICE

Received:

the minutes of the Business Advisory Sub Committee held on 27 February 2007 and 24 April 2007 (H; 07-178)

Noted:

that Professor William Latham had been appointed within the Computing Department following recommendation by the Business Development Office

58 RESEARCH OPPORTUNITY HORIZON SCANNING

Received:

a report of major research initiatives currently open for application (I; 07-179)

59 LEAVE OF ABSENCE

Reported:

- i the following periods of paid leave approved by Chair's action:
 - (a) Dr K Campbell, Dept of Sociology (24/9/07 – 14/12/07)
 - (b) Dr M Fraser, Dept of Sociology (24/9/07 – 14/12/07)

- (c) Dr B Levitas, Dept of Drama (1/9/07 – 30/4/08) 2nd term subject to funding by AHRC Research Leave Scheme
- (d) Dr M Rosengarten, Dept of Sociology (24/9/07 – 14/12/07)
- (e) Dr B St Louis, Dept of Sociology (24/9/07 – 14/12/07)
- (f) Dr S Wastell, Dept of Anthropology (14/5/07 – 31/8/07)

ii the following period of unpaid leave approved by Chair's action:

- (a) Dr S Wastell, Dept of Anthropology (1/9/07 – 30/6/08)

Received and approved

iii reports following leave of absence: **(J; 07-180)**

- (a) Dr J Cohen, Dept of English and Comparative Literature
- (b) Prof A Downie, Dept of English and Comparative Literature
- (c) Prof N Couldry, Dept of Media and Communications
- (d) Dr F Krause, Dept of English and Comparative Literature

60 NEXT MEETINGS

Noted:

- (i) that a special meeting to consider updates on the RAE will be held on Tuesday 10 July 2007 2.00 pm to 5.00 pm in the Council Room, Laurie Grove Baths. Only Committee Members who have advised on dry-run panels need to attend.
- (ii) that a special meeting to consider the final RAE submission will be held on Wednesday 3 October 2007 10.00 pm to 5.00 pm in DTHB 110. Only Committee Members who have advised on dry-run panels need to attend.
- (iii) Dates for full meetings of Research and Knowledge Transfer Committee in 2007/8 will be
 - Wednesday 21 November at 2.00pm
 - Wednesday 30 January at 2.00pm
 - Wednesday 7 May at 2.00pm

LA
June 2007