



Research and Ethics Committee

Minutes

Date of meeting: 3rd February 2020

Duration of meeting: 16:00 – 17:00

Location: Mont Rose House Lecture Room 11

Agenda:

| No | Items |
|----|--|
| 01 | Minutes of the Previous Meeting |
| 02 | Matters Arising |
| 03 | Journal of Academic Reviews |
| 04 | Feedback on GuildHE Research meeting dated 28 th January 2020 |
| 05 | Replacement for Mr. Thomas Gomes |
| 06 | CHEME Representation |
| 07 | EBSCO Subscription |
| 08 | Linkedin Blogs/ Case Studies |

Attendance:

| Names | Occupation/ Directorate | Category of membership |
|-----------------------|---|------------------------|
| Mrs. Sayeda Zain | Dean of Studies | Chairperson |
| Mr. Sarkis Nehme | Lecturer Hospitality Management | Member |
| Mr. Kwaku Adjepong | Lecturer Teacher Training | Member |
| Mr. Yannick Fansi | Lecturer Business Marketing | Member |
| Mrs. Tabassum Ferdous | Lecturer/ Research Co-ordinator Teacher Training | Secretary |
| Mr. Thomas Gomes | Lecturer/ Research Co-ordinator Hospitality Management | Member |
| Mr. Muhammar Sameer | Lecturer/ Research Co-ordinator Business Marketing | Member |
| Dr. Maria Iyekekolor | Lecturer Health & Social Care | Member |
| Dr. Samson Ojo | Lecturer/ Research Co-ordinator Health & Social Care | Member |

Apologies:

| Names | Occupation/ Directorate | Category of membership |
|-------|-------------------------|------------------------|
| None | | |
| | | |

Minutes of the previous meeting:

None

Matters Arising:

None

Journal of Academic Reviews:

Dean of Studies mentioned that the new edition of the Journal of Academic Reviews is due in June 2020.

She instructed all the Research Co-ordinators to forward the following deadlines to all teaching staff:

Article abstract (150 words) and key words submission by 5th February 2020

The article submission deadline for JAR is 2nd March 2020.

Deadline for providing the feedback is 30th March 2020

Final submission deadline after the feedback is 8th May 2020

Publishing deadline is 30th June 2020

Action: Feedback concerning the submission of articles by 18th March 2020

Feedback on GuildHE Research meeting dated 28th January 2020

Dr. Samson mentioned that Mrs. Tabasum and he attended the GuildHE meeting on 28th January 2020.

The details are as follows:

Guild HE Research Leads Meeting took place at Woburn House, Tavistock Square. John Strathan chaired the meeting.

The majority of the representatives mentioned that they are preparing towards the deadline for REF submission, which is the 27th of November 2020. Most people also identified research culture has one thing that has gone well for them in their respective institutions.

The next three meetings will be held on the following dates:

18th March 2020.

23rd June 2020

There is an event taking place on the 7th-8th September 2020.

There was a guest speaker (Maise England) from the Engineering and Physical Sciences Research Council (EPSRC). She talked about their vision of making the UK a place where the most creative researchers can deliver world-leading cutting edge engineering and physical sciences research.

She talked about their priority framework, which looks at four different areas:

- Productive – Catalysing growth
- Connected – Enhancing future digital
- Healthy – Transforming healthcare technologies
- Resilient – Ensuring an adaptable solution.

They are also talked about EPSRC funding, which is now looking at new horizons. A call will soon be made to ask people, individual researchers, to submit a grant proposal which can be mono/multi-disciplinary. However, applications should only be about healthcare technologies, big data and rethinking computer power. Emphasis was made that people should not write about investment in building J Proposal could be about a page to two pages

People reacted that there is always a problem for smaller institutions to compete with institutions that are very research-focused and that it's like a waste of time to submit a grant proposal.

They talked about the importance of support provision for the academics who are research active. Long-term, we may need to have a department that will be able to answer all research-related questions that academics might have.

Matthew Guest will share slides.

There was another presentation by a guest speaker (Clare Viney, the CEO of CRAC- Career Research and Advisory Centre) from VITAE.

They work with funders and UKRI to support researchers. Mainly focus on Ph.D. to enable students to complete their studies within a four-year time frame.

They work with the community to identify common challenges in areas that include:

- Research in a connected world
- Future of researcher development as a profession
- Improving the research culture
- Research careers

Things to NOTE

Concordant principles

Environment and culture

Excellent research requires a supportive and inclusive research culture

Employment

Researchers should be recruited, employed and managed under conditions that recognize and value their vital contributions

Profession

Vitae should be used as an institutional tool rather than an individual tool

Matthew Guest to share/ circulate slides

There is a question that everyone should be able to ask oneself:

WHAT KEEPS YOU AWAKE AT NIGHT? This should be addressed in the context of research.

Dr. Samson reported that the experience was good, in fact, very good. I felt the information shared at the meeting was centered on institutions that offer postgraduate research and that are already established. We will get there someday, and I believe not too long. I spoke with Matthew Guest afterward, as I felt we were a little bit left out in the discussion. I asked what we can benefit and request that they consider institutions like ours that are just starting. He agreed with me that the discussion wasn't inclusive and that he will find a way in which we can benefit more. He stated that there are four other institutions like us in the group. He gave me his card and said he is happy to come over whenever we need help with anything.

Replacement for Mr. Thomas Gomes:

The Dean of Studies reported that Mr. Thomas Gomes is migrating to Canada; he is with us till the end of March 2020. In his place, Mr. Sarkis Nehme will be joining the Research and Ethics Committee as Research Co-ordinator Hospitality Management.

CHEME Representation:

Mr. Thomas Gomes reported that College had renewed the membership of CHEME and the College will be attending the annual conference.

EBSCO Subscription:

Dr. Samson reported that he had received the quotes from EBSCO, and to get an online library for all four subject areas; the cost is coming us around £15,000/- per annum.

Dean of Studies reported that it would be better to have a meeting with EBSCO people to negotiate the price. She instructed Dr. Samson to arrange the meeting with EBSCO.

Action: Feedback on EBSCO meeting by 18th March 2020

Linkedin Blogs/ Case Studies:

Mr. Sameer mentioned that it would be better if we will invite all teaching staff to write the Blog for MRC Research Center which can be published on our Linkedin page. He also suggested attracting teachers to start writing case studies that can be published later on.

The members liked the idea and the Dean of Studies mentioned to all Research Coordinators to forward email regarding blog writing and case studies to all their relevant departments and encourage them.

Action: Feedback on writing blog and case studies by 18th March 2020

Next Meeting:

The next meeting date is 18th March 2020

| Person responsible | Actions to be taken |
|--|---|
| Dean of Studies | Feedback concerning the submission of articles by 18 th March 2020 |
| Research co-ordinator Health & Social Care | Feedback on EBSCO meeting by 18 th March 2020 |
| Research Co-ordinator Business Marketing | Feedback on writing blog and case studies by 18 th March 2020 |