

**SOAS, UNIVERSITY OF LONDON  
RESEARCH AND ENTERPRISE COMMITTEE**

**To be held on Wednesday, 21<sup>st</sup> October 2015 at 10:00am in Room 116**

**AGENDA**

Item	Appendix
I Welcomes	
II Terms of Reference	
III Minutes	
IV Matters arising	
V REF Steering Group Terms of Reference (RB – to approve)	A
VI Framework for academic publications (JR - to approve)	B
VII Journals review (SB - to recommend to AB)	C
VIII Centenary Research Themes (RB – to discuss)	D
IX Doctoral School Paper (RB – to discuss)	E
X Review of Enterprise (LR - to discuss)	F
XI ESRC DTC commissioning (oral Steve Hopgood/Richard Fardon)	
XII DSMG report (MC - to receive)	G
XIII REO annual report (AL - to receive)	H
XIV REP report (AL - to receive)	I
XV Summer School (VdR - to receive)	J

# DRAFT

These minutes are for information only. Any corrections to the minutes will be recorded in the minutes of the subsequent meeting of the committee.

## SCHOOL OF ORIENTAL AND AFRICAN STUDIES

### RESEARCH & ENTERPRISE COMMITTEE

Held on Wednesday, 21<sup>st</sup> October 2015 at 10.00am in Room 115

#### MINUTES

**Members:** Professor Richard Black (Chair)

Dr Lori Allen  
Professor Matt Craven  
Professor Rosaleen Duffy  
Professor Richard Fardon  
Professor Andrew Gertsle  
Professor Stephen Hopgood  
Professor Lutz Marten  
Mr John Robinson  
Dr Mandy Sadan  
Dr Tian Yuan Tan

**In Attendance:** Mr Marcus Cerny  
Ms Valerie De Ruyter  
Mr Robert Whiteing

**Apologies:** Ms Silke Blohm  
Dr Alex Lewis (Secretary)  
Professor Nirmala Rao  
Professor Gurharpal Singh  
Mr Mohamed Taha

#### 1 Welcomes

The Chair welcomed the Committee to its first meeting of SOAS' centenary year.

#### 2 Terms of Reference

The Committee **noted** the terms of reference.

#### 3 Minutes

The minutes of the previous meeting, held on 20<sup>th</sup> May 2015, were **approved**.

# DRAFT

## 4 Action taken

The Chair reported that:

- i) He needed to check with the Staff Development Manager whether the working party to ensure implementation of the HR Excellence in Research action plan had been convened.
- ii) The Human Resources Department ran a formal mentoring system but that it did not have the capacity to offer colleagues individual advice on the status of their REF submissions.
- iii) The opt-out clause in relation to School wide peer review in the REF Action Plan had been deleted.
- iv) A steering group had been convened to provide comment on Departmental Research Plans.
- v) The Head of the Doctoral School has passed details of the Research Students Association Journal to the Research Manager.

## 5 Matters Arising

The Chair reported that external reviews of the History, Development Studies and Area Studies REF submissions had been conducted and that their recommendations had been provided in meetings with key staff from relevant departments. Key points crossing all three the reviews were that there was insufficient strategy and that the environment narratives were overly defensive.

## 6 REF Steering Group Terms of Reference

The Chair presented a paper on the formation of the REF Steering Group which had derived from the agreed REF Action Plan – Planning and Monitoring for REF 2020. The main purpose of the steering group was to provide a strategic oversight of the internal SOAS preparation for the REF 2020 submission with a remit to ensure that all processes concerned with the REF 2020 submission were transparent and consistent across all disciplines in the School.

The Committee **approved** the terms of reference and **recommended** them to Academic Board.

## 6 Framework for Open Access Academic Publication

The Committee noted the reworking of the Framework for Academic Publication to fully reflect HEFCE policy for Open Access in addition to up to date support arrangements within SOAS.

The Committee **approved** the new Framework (including its new title to reflect the importance of Open Access) and noted that the Framework would be further amended in the

# DRAFT

coming year as procedures at SOAS developed upon recommendations by the Academic Outputs working group.

The Chair emphasised the need to encourage and instil the habit amongst colleagues, of acting to deposit their articles in the School's online repository, SOAS Research Online, immediately on receipt of acceptance from the publisher, to ensure that they would be eligible for possible submission to REF 2020.

## 7 Journals review

The Chair presented a paper from the Director of Research & Enterprise on the review of SOAS-owned journals, which proposed a new set of governance structures for The China Quarterly, The Bulletin of SOAS and the Journal of African Law.

The Committee considered the paper and **agreed to recommend** it to Academic Board.

## 8 Centenary Research Themes

The Chair presented a paper on the Centenary Research Themes that had been developed by a series of working groups and asked the Committee to comment on the academic priorities.

Following discussion it was **agreed** that the high level themes needed to be reflected in a series of discrete activities around which fundraising and collaborative activity could be promoted. It was **agreed** that the Chair would prepare a briefing note for Faculties about the Centenary Research Themes to guide their decision making in the award of seed corn research funding to colleagues. It was not anticipated that all seed corn funded activity would be aligned to the themes but that some would be and these would feed into wider fundraising discussions with the Research & Enterprise Office and Development, Alumni & External Engagement.

It was **agreed** that each Committee member would suggest ways in which one or more of the Centenary Research Theme discussions could be taken forward with leadership from individual "champions" within the Faculties.

## 9 Doctoral School paper

The Committee considered the report on the Doctoral School which set out some issues that would need to be addressed by the successor to the current Head from summer 2016.

The Chair reported that Executive Board had approved the release of an advertisement to recruit the next Head of the Doctoral School and that the incumbent was helping to write the job description.

It was **agreed** that the recruitment of research students would be one of the strategic responsibilities of the next Head of the Doctoral School and that they should work closely with Research Tutors in this regard.

It was **agreed** that the implementation of the new research ethics policy and procedures should be included in the report.

# DRAFT

## 10 Review of Enterprise

The Committee noted the paper on the approach to review of enterprise activities at SOAS. The Chair reported that he would chair a review panel and that its members had been appointed.

## 11 ESRC DTC commissioning

The Chair reported that discussions were on-going with UCL, however there was insufficient time for discussion at the meeting.

## 12 DSMG report

The Committee **noted** the report on the work of the Doctoral School Management Group.

## 13 REO annual report

The Committee **noted** the report on the financial outcome for 2014-15 Research & Enterprise.

## 14 REP report

The Committee **noted** the report on the work of the Research Ethics Panel.

## 15 Summer School

The Committee **noted** the report on the SOAS Summer School 2015.

## 16 ESRC demand management report: 1<sup>st</sup> June, 2015 – 30<sup>th</sup> September, 2015

The Committee **noted** the ESRC demand management report.

The Chair stressed the importance of submitting only those research proposals we are confident will be scored 5 and above by the ESRC review panels.

## DRAFT

Minute	Item	Action	Deadline	By	Comment
4	Action taken	Check with Staff Development Manager whether HR Excellence in Research action plan working party had been convened	30/11/15	RB	
6	REF Steering Group Terms of Reference	Pass paper to Academic Board	23/10/15	AL	Done
7	Journals Review	Pass paper to Academic Board	23/10/15	AL	Done
8	Centenary Research Themes	Prepare a briefing note for Faculties about the Centenary Research Themes to guide their decision making in the award of seed corn research funding to colleagues	22/10/15	RB	Done
8	Centenary Research Themes	Suggest ways in which one or more of the Centenary Research Theme discussions could be taken forward with leadership from individual "champions" within the Faculties	30/11/15	All	
9	Doctoral School paper	Include new research ethics policy and procedures should in the report	23/10/15	RB	Done