

**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 COMMITTEE**

Held on Thursday, 31<sup>st</sup> January 2008 at 1:15pm in Room 116

#### **MINUTES**

**Members:** Professor P Robb (Chair)  
Dr M Bentham  
Professor I Brown  
Dr P Cullet  
Professor R Fardon  
Professor MJ Hutt  
Professor U Kratz  
Dr C Lapavitsas  
Dr D Martinez  
Ms K Oatey (Secretary)  
Mrs S Yates

**In attendance:** Professor G Furniss  
Mr R Whiteing

**Apologies:** Mr A Abreu  
Professor M Craven  
Professor A Karlsson

#### **1. Minutes of the Previous Meeting**

1.1 The minutes of the meeting held on 1<sup>st</sup> November were **APPROVED**.

1.2 There were no matters arising.

#### **2. RAE 2008 & the Research Excellence Framework (REF)**

2.1 The Chair reported that the School's submission to RAE 2008 had been completed and submitted and thanked the RAE Director and his team for all their efforts.

2.2 The RAE Director reported that hard copies of the School's submission had been printed and bound and sent to Deans, Associate Deans for Research and Heads of Department.

2.3 The School's response to the policy development consultation document on the REF, a new research assessment and funding framework to replace the

RAE ([www.hefce.ac.uk/pubs/hefce/2007/07\\_34/](http://www.hefce.ac.uk/pubs/hefce/2007/07_34/)), was available from the Chair on request.

- 2.4 The Committee noted that the School's publications database had been replaced by the e-prints repository, "SOAS Research Online" - <https://eprints.soas.ac.uk/>.
- 2.5 Because of the need to record the details of staff publications for future assessments of research activity it was recommended that checking mechanisms should be put in place by Faculties to ensure that individual academics were entering their own data on to the system as a matter of routine.
- 2.6 The Committee discussed the need for a more rigorous and ongoing process of research management and appraisal, the compilation of individual staff research profiles comprising bibliographic, student and research grant data, the correct allocation of all research related income and additional administrative support for international research collaboration.
- 2.7 It was **AGREED** that the RAE Director would prepare a paper outlining his recommendations for the future in the light of lessons learned during the process of preparing the RAE 2008 submission.

### **3. Internal Research Funds – Awards Advisory Panel**

- 3.1 The Committee noted that the Awards Advisory Panel would meet to consider applications for internal research funds on Monday, 25<sup>th</sup> February.

### **4. Allocation of Funds From fEC Grants**

- 4.1 The Committee noted a revised paper from the Director of Finance on the allocation of funds from fEC (full economic costing) grants.
- 4.2 It was **AGREED** that the Research Manager would prepare a step by step guide to the new formula with illustrative examples.

### **5. Research Strategy**

- 5.1 The Chair presented the latest version of the Research Strategy document.
- 5.2 The Research Manager asked Committee members, particularly Deans, to encourage colleagues to forward feedback on research proposals (both successful and unsuccessful) to the Research Office.
- 5.3 The Director of Business Development confirmed that discussions were ongoing between Interface and the Research Office regarding the handling of consultancy contracts within the School.

### **6. Any Other Business**

6.1 There was no other business.

## **ACTION POINTS**

### **Minute 2.7**

**RAE Director to prepare a paper outlining recommendations for the future in the light of lessons learned during the process of preparing the RAE 2008 submission – for the next meeting of Research Committee.**

### **Minute 3.2**

**Research Manager to prepare a step by step guide to the new formula for allocating funds from fEC grants – following a meeting with the Director of Finance.**

**The next meeting of Research Committee is at 1:15pm on Thursday, 8<sup>th</sup> May, 2008.**