

SCHOOL OF ORIENTAL AND AFRICAN STUDIES

RESEARCH COMMITTEE

To be held on Thursday, 6th November, 2008 at 1:15pm in room 116

AGENDA

- | | | |
|-------------|---|---------------------|
| I | Standing orders
To note | Appendix A |
| II | Terms of reference
To note | Appendix B |
| III | Minutes of the last meeting
To approve | Appendix C |
| IV | Matters arising
To discuss | |
| V | Research ethics policy and code of practice on using personal data in research
To discuss | Appendices D, E & F |
| VI | Advisory groups for knowledge transfer & ethics
To discuss | |
| VII | Postgraduate Research Experience Survey (PRES)
To note | Appendix G |
| VIII | Internal research grants
To discuss the call for proposals for 2008/9 | |
| IX | Bloomsbury PhD studentships
To note the SOAS led proposals | |
| X | Research strategy revision
To discuss | |
| XI | Any other business | |

SCHOOL OF ORIENTAL AND AFRICAN STUDIES

RESEARCH COMMITTEE

Held on Thursday 6th November, at 1:15pm in Room 116

MINUTES

Members: Professor G Furniss (Chair)
Mr A Abreu
Dr M Bentham
Professor H Bernstein
Professor I Brown
Professor M Craven
Professor R Fardon
Professor MJ Hutt
Dr C Lapavitsas
Ms K Oatey (Secretary)
Dr I Standish
Mrs S Yates

In attendance: Mr P Garrod
Dr D Thomas
Mr R Whiteing

Apologies: Professor A Gerstle
Professor U Kratz
Mr D Perrow
Professor N Rao

1. Standing orders & terms of reference

- 1.1 The Committee's standing orders and terms of reference were **NOTED**.
- 1.2 The Chair requested that annex XIV of the School's standing orders, "procedures for the conduct of meetings" be included on the agenda of the next meeting.

2. Minutes of the previous meeting

- 2.1 The minutes of the previous meeting were **APPROVED**.

3. Matters arising

- 3.1 *Minute 2.2* – The Chair reported that he, the Research Information Officer and the Repository Support Officer had attended departmental meetings to promote and explain the e-prints repository, SOAS Research Online, to colleagues.

- 3.2 *Minute 4.2* – The Chair requested that Deans provided an explanation of how their Faculty’s share of funds from full economic costing (fEC) grants was allocated.
- 3.3 *Minute 6.2* – The Chair reported that Executive Board had approved the Oakleigh Consulting Ltd report, “Developing Third Stream Activity at SOAS”. The Committee **AGREED** that committee structures and functions could not be reviewed until the implications of implementing the report’s findings had been properly assessed.

4. Research ethics policy and code of practice on using personal data in research

- 4.1 The Information Compliance Manager presented the working draft of the research ethics policy and the code of practice for staff and students on using personal data in research. He explained that they were a first step to aligning School procedure with the standards set out by Research Councils UK (RCUK).
- 4.2 The Committee **AGREED** that it would be helpful if it was emphasised that the policy and code of practice applied to both staff and students.
- 4.3 The Committee endorsed the draft documents and thanked the Information Compliance Manager for his work.
- 4.4 The Chair asked members of the Committee to forward any further comments to the Information Compliance Manager. It was **AGREED** that the documents should also be presented to the Faculty Research Committees and published on the SOAS web site, on the understanding that a procedure document would follow.
- 4.5 The Information Compliance Manager confirmed that a draft version of the procedure document would be ready for the next meeting of Research Committee.

5. Advisory groups for knowledge transfer & ethics

- 5.1 The Chair’s proposal that the advisory groups on ethics and knowledge transfer be abolished was **AGREED**. In future, matters relating to ethics and knowledge transfer would be discussed by Research Committee.

6. Postgraduate Research Experience Survey (PRES)

- 6.1 The Research Student Advisor presented an executive summary of the results of the Postgraduate Research Experience Survey (PRES). The survey had already been presented to Faculty Research Committees where it was agreed that the School wide Committee should also see the results.
- 6.2 The Committee **NOTED** the recommendations set out in section C of the document.

- 6.3 The Research Student Advisor reported that he had spoken to Research Tutors to assess the extent of training available for research students and establish how best to share resources and would report his findings to Faculty Research Committees and Research Committee.

7. Internal research grants

- 7.1 The Chair confirmed that the budget available for 2008/9 was £20,000.
- 7.2 The Committee discussed the possibility of only awarding funds in support of conference organisation as the competition for the equivalent British Academy awards was so intense. However, the Committee **AGREED** that the terms and conditions of the 2008/9 competition would remain unchanged from previous years.
- 7.3 It was **AGREED** that the Research Office would announce the scheme and manage the application process.
- 7.4 The Chair confirmed that a Strategic Initiative Fund was also available and that he would approach Executive Board to identify their funding priorities.

8. Bloomsbury PhD studentships

The Research Manager reported that:

- 8.1 A sub-committee of Research Committee met on Friday 24th October to consider the SOAS submissions to the Bloomsbury PhD Studentships Competition.
- 8.2 The four applications chosen to be submitted to the Bloomsbury Research Committee meeting on 13th November were:

Professor Lynn Welchman	Law
Dr Deborah Johnston	Economics
Dr Matthew Nelson	Politics & International Studies
Dr Michael Jennings	Development Studies

The following SOAS academic staff were also partners in bids led by other colleges:

Dr Cosimo Zene	Study of Religions
Professor Liaxiang Sun	DeFiMS

- 8.3 The Bloomsbury Colleges Research Committee would meet on 13th November to choose twelve successful proposals, two for each college. These would then be advertised on the Bloomsbury website and, in the case of the SOAS studentships, on the SOAS website for potential PhD students to apply for.

9 Research strategy revision

- 9.1 The Chair reported that the research strategy needed to be revised, strengthened and expanded into a Research and Knowledge Transfer Strategy in order to increase both research income and third stream income. The Committee **AGREED** that the review of the strategy would be best done in the light of the RAE results, due for publication in December 2008, and the findings of the Oakleigh Consulting Ltd report.

10 Any other business

- 10.1 There was no other business.

The next meeting will be held on Thursday, 29th January 2009, at 1:15pm in room 116

ACTION POINTS

Minute 1.2

Secretary to include annex XIV of the School's standing orders, "procedures for the conduct of meetings" on the agenda of the next meeting.

Minute 3.2

Deans to provide an explanation of how their Faculty's share of funds from full economic costing (fEC) grants are allocated.

Minute 4.4

Research Manager to publish the research ethics policy and code of practice on using personal data in research on the Research Office web pages.

Minute 4.5

Information Compliance Manager to prepare a draft procedure document on the research ethics policy and code of practice on using personal data in research for the next meeting of Research Committee.

Minute 6.3

Research Student Advisor to report to the next meeting of Research Committee.

Minute 7.3

Research Office to announce internal research grants scheme.