

The University of Dublin
Trinity College

Minutes of Research Committee Meeting, 19th April 2011

Present: Dr David Lloyd (*Dean of Research and Chair*)
Dr James Callaghan (*Associate Director of Trinity Research & Innovation, ADTRI, and Secretary*)
Professor Veronica Campbell (*Dean of Graduate Studies*)
Professor Frank Barry (*Director of Research, School of Business*)
Professor Kevin Rockett (*Director of Research, School of Drama, Film & Music*)
Dr Aidan Seery (*Director of Research, School of Education*)
Dr Crawford Gribben (*Director of Research, School of English*)
Dr Caoimhin MacMaolain (*Director of Research, School of Law*)
Dr Clemens Ruthner (*Director of Research, School of Languages, Literatures & Cultural Studies*)
Professor Ailbhe Ni Chasaide (*Director of Research, School of Linguistic, Speech and Communication Sciences*)
Professor Malcolm MacLachlan (*Director of Research, School of Psychology*)
Dr Andrew Finlay (*Director of Research, School of Social Sciences and Philosophy*)
Dr Suzanne Cahill (*Director of Research, School of Social Work and Social Policy*)
Dr Norbert Hintersteiner (*Director of Research, School of Religions, Theology and Ecumenics*)
Dr Carl Vogel (*Director of Research, School of Computer Science and Statistics*)
Professor Anil Kokaram (*Director of Research, School of Engineering*)
Dr Conor Houghton (*Director of Research, School of Mathematics*)
Professor Celia Holland (*Director of Research, School of Natural Sciences*)
Professor Catherine Comiskey (*Director of Research, School of Nursing and Midwifery*)
Dr Carsten Ehrhardt (*Director of Research, School of Pharmacy and Pharmaceutical Sciences*)
Professor John Boland (*Director of Research, CRANN*)
Prof. Shane O'Mara (*Director of Research, TCIN*)
Professor Poul Holm (*Director of Research, Trinity Long Room Hub*)
Dr John Walsh (*Chair, Trinity Research Staff Association*)

In attendance: Dr Patrick Geoghegan (*Associate Dean of Research, ADoR*)
Ms Doris Alexander (*Research Development Officer*)
Ms Deirdre Savage (*Nominee of Treasurer*)
Dr Camilla Kelly (*Research Development Office & Minute Secretary to the Committee*)
Mary Maxwell (*Business Analyst, RPAMS*) for item RS/10-11/45
Sheila Dunphy (*RPAMS Project Manager, IS Services*) for item RS/10-11/45

Apologies: Professor Derek Sullivan (*Director of Research, School of Dental Science*)
Professor Padraic Fallon (*Director of Research, School of Medicine*)
Dr Ed Lavelle (*Director of Research, School of Biochemistry and Immunology*)
Professor Louis Brennan (*Director of Research, IIS*)

Not present: Professor Jane Professor Ohlmeyer (*Director of Research, School of Histories and Humanities*)
Professor Yurii G'ouunko (*Director of Research, School of Chemistry*)
Professor Igor Shvets (*Director of Research, School of Physics*)
Professor Seamus Martin (*Director of Research, School of Genetics and Microbiology*)
Dearbhail Lawless (*President of the Graduate Students' Union*)

Section A

RS/10-11/42 Minutes of 1st Mar 2011

The Dean of Graduate Studies noted on behalf of Council that the minutes of the Research Committee were sometimes difficult to contextualise. The comment was noted.

The minutes of the meeting were approved and signed subject to the following amendment.

Item RS/10-11/35: Change "The Committee noted the revised Terms of Reference provided by the ADoR" to "The Committee noted the revised Terms of Reference provided by the ADTRI"

RS/10-11/43 Matters Arising from the Minutes

Item RS/10-11/25: Research Committee subgroup meeting to free up time in the Research Office. The ADoR circulated a paper copy of the report from the subgroup meeting that took place on January 25th 2011. It was agreed that an electronic version of this report should be circulated to the Committee, together with a copy of the Sian Thomas report and the updated response to it. The recommendations from the subgroup report will be tabled at the next meeting.

Action: ADoR & ADTRI to circulate an electronic version of the subgroup report to the Committee, together with a copy of the Sian Thomas report and the updated response to it, before the next Research Committee meeting.

Item RS/10-11/26: Trinity Research Centres. The ADoR circulated the summary document on existing centres to the Committee after the last meeting, as requested.

Item RS/10-11/27: Research Prioritization (RP). The DoR circulated the background information to the Committee after the last meeting, as requested. The DoR updated the Committee with the

status of the RP Exercise, informing them that he has recently met with the RP subgroups.

RS/10-11/44 Annual Review of Research Committee

The Committee noted a document from the ADTRI, featuring questions designed to evaluate the effectiveness of the Research Committee, which was circulated to members in advance of the meeting. ADTRI asked for responses to the survey by May 10th, which will be tabled at the next meeting. It was requested by the Committee that the survey be re-circulated via Survey Monkey.

Action: ADTRI to prepare the survey via Survey Monkey and re-circulate to the Committee.

RS/10-11/45 RPAMS - Overview of Functionality and Development Status

Mary Maxwell (RPAMS Business Analyst) and Sheila Dunphy (ISS project manager) gave a brief presentation to the Committee outlining the Research Proposal and Awards Management Solution (RPAMS) and its current status.

Prior to the presentation, the ADTRI and DoR outlined current situation with respect to research proposal submission and contract handling in Trinity Research and Innovation (TR&I). The system is currently very inefficient, mostly paper based, and there is no efficient electronic capture of the research grant application process, making it extremely difficult, for example, to identify where resources should be focused in order to improve success rates.

Ms Dunphy and Ms Maxwell explained the current situation with RPAMS: the TR&I 'as-is' processes have been mapped, documented and base lined; a feasibility study completed on the use of Sharepoint 2010 as the development and deployment environment; TR&I terminology standardized across sections; pilot system (SERF) developed (this pilot will account for up to 60% of the functionality of RPAMS). It was noted that key features of the solution will include centralized data store; generation of ad-hoc reports; workflow; and electronic signoff.

One of the Committee pointed out that it would be important to include an end-user requirement analysis in the development process. Another member noted that the value-add for the PI should also be kept in mind.

RS/10-11/46 Broadening of Participation in Research Funding

John Walsh (TRSA) gave a brief presentation to the Committee outlining the Association's suggestions for broadening participation in research funding.

The following policy change was proposed: any member of staff can apply for/hold grants where the funding of salary is included and grants are cost neutral to College.

The Committee supported the policy, noting that capacity issues (space etc) must be borne in mind and that excellence must be maintained in recruiting staff. There may also be Fixed Term Workers Act consequences to be taken into account.

Action: Proposed Policy to go forward to Staff Office and Finance Committee for comment on implementation implications

RS/10-11/47 Review of Good Research Practice policy

The Committee noted the policy document (approved by Board 11/11/2009), circulated in advance of the meeting, from the DoR.

The DoR invited Committee members to send comments on the document before the next meeting.

Action: Committee to provide comments on the policy to the DoR before the next meeting.

RS/10-11/48 Update on Implementation of Research Elements of College Strategy

The Committee noted a memo, circulated in advance of the meeting, from the DoR. Members of the Committee noted their support for the document.

RS/10-11/49 Any Other Urgent Business

One of the Committee highlighted the problems that College researchers are having with obtaining Garda Clearance. The DoR agreed to look into the matter.

Action: DoR to look into the issue of Garda Clearance for College researchers

Section B

RS/10-11/50 Dean of Research Annual Report

The Committee noted the report, circulated in advance of the meeting, from the ADTRI. The ADTRI spoke to the document, explaining that he was seeking approval for the document to go forward to Council.

It was noted that an upfront summary of recommendations would be better and that perhaps next year the report could be compacted and results presented more graphically. These reports should highlight facts such as that 18% of patents nationally come from TCD and that 25% of spinouts nationally come from TCD.

The DoR concluded by thanking the ADTRI and the staff in TR&I for their efforts.

RS/10-11/51 Campus Company Policy

The Committee noted the revised policy, dated August 2009, circulated in advance of the meeting.

RS/10-11/52 Subcommittees of Research Committee

The Committee noted a document outlining the subcommittees to the Research Committee, which was circulated in advance of the meeting.

Action: The ADoR to convene Research Ethics Policy Group before the end of this academic year, contacting all School ethics boards in advance to check compliance.

Section C

RS/10-11/53 Items for Discussion at Future Meetings

- (i) Commitments against the Research Committee Budget
- (ii) Research metrics
- (iii) Trinity Research Institutes - formation and oversight

Signed:

Date: