



## **Inaugural Meeting of the Research, Innovation and Global Engagement Committee**

Wednesday 20<sup>th</sup> October 2021, 9:00am  
Video-conferencing meeting on MS Teams

### **Minutes**

#### **Present Members:**

Professor David Price (Chair); Professor Ibrahim Abubakar; Professor Lynn Ang; Dr Paul Ayris; Mr Jeremy Barraud; Professor David Bogle; Mr Simon Cane; Mr Andrew Cooper; Mr James Davis; Ms Claire Glen; Professor Stephen M. Hart; Professor Jennifer Hudson; Professor Kate Jeffery; Dr Jane Kinghorn; Ms Viktoria Makai; Mr Benjamin Meunier; Mr Martin Moyle; Mr Ciaran Moynihan; Professor James Phillips; Professor Deenan Pillay; Professor Geraint Rees; Professor Cheryl Thomas QC; Mr Nicholas Tyndale; Ms Kirsty Walker; Professor Andrew Wills

#### **Apologies:**

Professor Stephen Caddick  
Ms Sarah Chaytor  
Professor Carsten Gerner-Beuerle  
Professor Jacqui Glass  
Mr Alex Hall  
Professor Sam Janes  
Dr Nick McNally  
Dr Kathryn Walsh

#### **In attendance:**

Ms Megan Gerrie

#### **Officer:**

Ms Rachel Port

### **Part I: Preliminary Business**

#### **1. Welcome**

- 1.1. The Chair was pleased to welcome all members to the inaugural meeting of the new Research, Innovation and Global Engagement Committee (RIGEC). RIGEC had been formed to mirror the Chair's wider remit as Vice-Provost that now covered research, innovation and global engagement as well as Culture, Library Services and the Doctoral School with effect from April 2021.

- 1.2. RIGEC was created as a sub-committee of the new University Management Committee (UMC) that replaced the Provost's SMT with effect from October 2021. RIGEC also replaced the former Research Governance Committee (RGC) that had been disestablished and it would have a number of sub-committees/groups.
- 1.3. The Chair noted that a wide range of areas would need to be captured by RIGEC and the main purpose of this meeting was to look at its proposed terms of reference and constitution and membership and to clarify its ways of working in order to manage its business effectively. RIGEC would be supported by the former RGC Secretary.

## **2. Terms of Reference, Constitution and Membership 2021-22 (Paper 1-01)**

- 2.1. The Chair introduced the paper setting out the proposed terms of reference and constitution and membership of RIGEC. The following points were made during the presentation:
  - a. The terms of reference and constitution and membership had been developed by an external consultant employed over the summer to formulate them for all the new UMC committees, in consultation with the respective committee chairs and the Governance Team, and they were approved by the Provost's SMT in September 2021.
  - b. Both documents tried to capture all the areas to be covered by RIGEC and align with its eight sub-committees/groups.
  - c. Some further amendments to be made to the RIGEC constitution and membership, subsequent to SMT approval, were proposed by the Chair that included the addition of two constituencies and confirmation that the Innovation and Enterprise Committee would continue as a sub-committee of RIGEC.
  - d. Subject to RIGEC approval, the revised versions would be submitted to UMC for formal approval.
- 2.2. The following points were raised in discussion:
  - a. It was noted that culture and museums appeared to have been omitted in the proposed terms of reference and that a new point be added to cover those areas.
  - b. Both UCL Library Services and the Doctoral School would continue to report to Academic Committee for academic matters, but any proposals that involved expenditure requests would come to RIGEC for consideration. It was proposed that a new point be added to the terms of reference to indicate that RIGEC would receive appropriate matters from Library Committee (LC) and Research Degrees Committee (RDC) that related to UMC's oversight.
  - c. It was proposed that a further point be added to indicate that RIGEC would receive reports and recommendations from the Research and External Engagement Delivery (REED) Group.

- d. In terms of the constitution, it was proposed that the constituencies of the Registrar and Head of Student and Registry Services and the Chief People Officer be added that used to also be on the former RGC.
- e. It was also suggested that a representative from the UCL Equality, Diversity and Inclusion (EDI) team, the Office of the Pro-Vice-Provost London and UCL Sustainability as well as an Early Career Researcher (ECR) be added to the membership. Consideration would need to be given to whether those officers should be ex officio or nominated members or be in attendance at RIGEC meetings.
- f. The quorum for the committee was currently set at 50% of its membership and it was intended that two meetings per term be scheduled in the first instance.
- g. It was commented that the current RIGEC sub-committee structure seemed very complicated and that with an increased number of sub-committees, the parent committee was likely to receive a higher number of minutes/reports from its sub-committees. It was queried whether the function of any of the RIGEC sub-committees could be better covered elsewhere.
- h. It was suggested that the sub-committees might be encouraged to incorporate some cross-cutting thinking on RIGE matters in their thinking although the RIGE-Operations Committee (RIGE-OC) tended to look at cross-cutting RIGE themes at a very detailed level.
- i. The way(s) that the various groups would report upwards to RIGEC required further consideration.

### 2.3. RIGEC:

- a. Approved its terms of reference subject to the addition of three new points covering Culture and Museums, LC and RDC and the REED Group respectively.
- b. Approved its constitution and membership, subject to the addition of the constituencies of the Registrar and Head of Student and Registry Services, Chief People Officer as well a representative from UCL EDI, the office of the Pro-Vice-Provost London, UCL Sustainability and an ECR representative.

## **Part II: Matters for Discussion**

### **3. RIGEC Governance (Paper 1-02)**

- 3.1. The Director of Research Operations Governance introduced the paper setting out the proposed ways of working for RIGEC. The following points were made during the presentation:
  - a. RIGEC was a very large committee with a very wide remit and a proposed way to manage its business and its relation to its sub-committees was set out at Paper 1-02.

- b. A proposed annual planner had also been developed for RIGEC to allow it to manage its business and it was very much a working document. It was hoped that it might be possible for meetings to be themed.
  - c. It was intended that the Director of Research Operations Governance and the Secretary would meet with the chairs of the sub-committees/groups individually to explain the way business was to be managed at RIGEC and to consider possible items that might require its consideration over the coming session.
- 3.2. The following points were raised in discussion:
- a. The Chair noted that RIGEC would need to be disciplined as a group to ensure there was clarity over items that were for its approval and those for information and that any papers submitted for its consideration made this clear.
  - b. It was proposed that any process changes that required additional resources be submitted to RIGEC for approval. However, it was noted that it was unclear at this stage whether UMC sub-committees would be granted approval to approve expenditure requests on behalf of UMC.
  - c. Currently, RIGEC would be unable to approve expenditure requests as it had no budget and the Chair suggested that the possibility of it having a minor initiatives budget be explored. Otherwise, such requests would need to be escalated upwards by RIGEC to UMC for formal approval.
  - d. In terms of RIGEC's next meeting it was proposed that officers from the Research Strategy Implementation Group give a report on the implications from the recent Budget and Spending Review announcement.
  - e. It was commented that the officers for the Global Group would map out areas from global engagement that should come to RIGEC this session.
  - f. The issue of cultural assets which was a cross-UCL initiative would need to come to RIGEC in 2022-23.
  - g. The Chair considered that a standing discussion item on evolving issues, and their possible impact on areas covered by RIGEC, be included on its meeting agendas henceforward.
  - h. It was suggested that an item on relations with the EU and funding agencies might be useful in the future.
  - i. It was hoped that matters could be covered locally or at sub-committee level as far as possible but members were invited to let the Director of Research Operations Governance and the Secretary know if items needed to come to RIGEC.
- 3.3. RIGEC:
- a. Agreed that the idea of RIGEC having a minor initiatives budget be explored.
  - b. Agreed that an item on implications arising from the government's recent Budget and Spending Review announcement be included on the agenda for its December meeting.

- c. Agreed that a standing discussion item around evolving issues, and their impact on areas covered by RIGEC, be included on RIGEC agendas henceforward.
- d. Noted that members should inform the Director of Research Operations Governance and the Secretary of any items that they felt needed to be considered by RIGEC.

### **Part III: Other Business for Approval or Information**

#### **4. Date of the next meeting**

- 4.1. The next meeting of RIGEC would take place on Wednesday 15<sup>th</sup> December 2021<sup>1</sup> at 2:00pm on MS Teams.

Ms Rachel Port, Governance Manager: Research Integrity, Secretariat  
November 2021

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<sup>1</sup> This meeting was subsequently postponed and it was rescheduled to take place on Thursday 20<sup>th</sup> January 2022 at 10:00am.