





Department of Earth and Environmental Sciences (DEES) Research Committee

Wednesday 15th December 2021

ACTION MINUTES

Attendees: Professor Gordon Mcfiggans (Director of Research and Chair)
Prof Ray Burgess (Geosciences)
Professor Mike Burton (Head of Department)
Professor Cathy Hollis (Petroleum and Basins)
Professor Jamie Gilmour (Planetary Sciences)
Cassandra Kenny (Research Support Manager)
Dr Jon Pittman (PGR Director)
Professor Sam Shaw (Molecular Environmental Sciences)
Professor Suzanne Shultz (Ecology and Evolution)
Prof Roy Wogelius (Ancient Life)
Prof Jon Lloyd (Williamson Research Centre)
Professor Mike Buckley (MIB representative)
Professor Dave Johnson (MERI Lead)

Reports:

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| DHoR_Report_Dec_2021.docx | ALG_Support_feedb ack_Dec_2021.docx | PGR report Research Comm | MERI - Research DecCommittee report fo |

Actions:

- 1) Future Research Committee format agreed to be maximum two hours, within core hours from now on. The PDRA reps were consulted and were happy not to attend as long as communication continued. GM will be attending PDRA meetings in future. Minute taking to be streamlined. Reports will be circulated ahead of time, but only questions or arising issues discussed in the research committee as standard. EDIA leads to be invited to Committees, but will only attend when EDIA issue need discussion. Research Committee minutes to be made available on the intranet **(Action GM and CK)**
- 2) For future Research Committee meetings, MIB and MERI representatives will attend alternate meetings. **(Action GM, CK, DJ and MBuckley)**
- 3) DEES is actively pursuing increased relationships with industry, but this has mainly been focused on student engagement and PGR. The DoR will contact a representative from FSE Business Engagement team to come speak to the Research Committee about improving industrial funding of research. **(Action GM and CK)**
- 4) DoR will include climate change and environmental biotech in Dept contribution to School strategy document ahead of the next School Research ½-awayday **(Action GM)**
- 5) GM will circulate the DEES Strategic Research Plan [GM1][CK2] to RGL's for input and comments. **This is due w/c 10th January. (Action GM and RGL's)**
- 6) It is anticipated that there may be funds for small capital items made available in late January. As these calls are often at short notice, a pre-emptive list will be drafted and evaluated in advance. JL to consult WRC on what kit is most needed, and RGL's to give a

rank ordered list to the DoR with the group strategic planning documents w/c 10th January.
(Action JL, RGL's and GM)

- 7) It was agreed that DKO Fellowship applications will be circulated to Research Group Leads (RGL's) in future for comments before responding. This has been difficult previously due to the short notice at which DEES receives candidate applications. Comments will likely need to be given with not much time to review. **(Action MB and RGL's)**
- 8) RSM to complete a 'who does what ' in research administration guide for PI's **(Action CK)**

Dates of next meetings:

- Wednesday 16th February 2022, 2-4pm
- Wednesday 25th May 2022, 2-4pm
- Wednesday 31st August 2022, 2-4pm
- Wednesday 30th November 2022, 2-4pm