

Innovation and Enterprise Committee

Thursday 8th October 2020 at 3:00pm

Minutes

Present members:

Dr Celia Caulcott (Chair); Professor Bas Aarts; Mr Jerry Allen; Dr Mark Altaweel; Ms Karen Barnard; Mr Ileyas Benmouna; Professor David Bogle; Ms Jane Butler; Professor Rachel Chambers; Dr Martin Davies; Dr Jane Kinghorn; Ms Natasha Lewis; Mr Roger de Montfort; Mr Jim Onyemenam; Dr Anne Lane;

- d. It was considered that Innovation and Enterprise was an exciting area of work as it allowed for research findings to translate into change for the good of both the economy and society.
- e. The committee had been set up with a wide membership given the broadness of the areas.

2. Declarations of interest

- 2.1. No interests were declared.

3. Innovation and Enterprise Committee Terms of Reference, Constitution and Membership (Paper 1-01)

- 3.1. Innovation and Enterprise Committee (IEC) approved its terms of reference and constitution and membership for 2020-21 session.

Part II: Items for Discussion

4. Update on arrangements for KEF and review of narratives (Paper 1-02)

- 4.1. Dr Kathryn Walsh, Director of Knowledge Exchange Policy and Practice, introduced the update on the arrangements for the Knowledge Exchange Framework (KEF). The key points made were:
 - a. The first edition of the KEF was due to be published later in 2020. It was largely metrics based, using a variety of existing data returns. There was the option to submit narrative material to provide additional context.
 - b. The metrics involved seven differe

6. Innovation and Enterprise development programme – the I&E Toolkit

6.1. Dr Kathryn Walsh gave an oral report on the development of the Innovation and Enterprise (I&E) Toolkit. The key points made were:

- a. The Toolkit had been developed at the request of the Faculty Vice-Deans (Enterprise).
- b. The high take up of the Toolkit, even throughout development, showed that there was real demand for training in the areas of innovation and enterprise amongst staff.
- c. The Toolkit landing page links to various other policies and procedures but also revealed where gaps in training existed. Feedback on the Toolkit from participants would also be used to help identify training needs.

6.2. The following points were made in discussion:

- a. There was high demand from academics for the Toolkit and that it be made available online.
- b. It was suggested that this work could be supported by UCL Organisational Development to align with their existing training programmes.
- c. Training should be targeted to specific audiences. It was felt that more advice was required for research students as well as for new academic staff.
- d. New staff would not be required to undertake the training as part of their mandatory training requirements.

7. UCL Policy updates (Paper 1-04)

7.1. Dr Kathryn Walsh gave an update report on a range of UCL policy changes and associated supporting activities. The key points made were:

- a. It would be a requirement of the KEC that UCL could demonstrate that it had appropriate policies in place to support one of its key strategic

- e. The shifting pattern of demand for UCL expertise was likely to present UCL with specific challenges around demand management, capacity, efficiency, intellectual property and income.
- f. In recognition of interest across UCL in the meetings and the effectiveness of the process, Innovation and Enterprise would continue to hold meetings under the title 'Challenge-Orientated Innovation Network' (COIN).

8.2. The following points were raised in discussion:

- a. UCL Careers would be interested to link with the COIN group. Any other IEC members were welcome to join COIN meetings if they wished.

8.3 IEC:

- a. Endorsed the next phase of COIN meetings.

9. Update on implementation of Research and Innovation support transformer (Paper 1-09)

9.1. Guy Van Koetsveld, Design Lead, introduced the update on the implementation of the Research and Innovation Support Transformer (RIST). The key points made were:

- a. The core team now consisted of the Design Lead alone and this lack of resources was being addressed with the RIST co-sponsors and UCL's TOPS team to identify support for the development of the RIST from November onwards. In the meantime, an Executive Director was being recruited.
- b. It was intended that the Business Partner pilot be extended into 2021.
- c. The intention behind the operating model for the RIST was to provide seamless support for academic projects across research and innovation.
- d. In terms of business requirements, some 68 individual requirements had been identified and a significant number of those were "must" or "should" for the development of the RIST.
- e. In light of the above, it was noted that the costing and pricing for all activity types was required and that all projects needed to be accounted for in external reporting.
- f. The development of online training for the RIST was being considered by UCL's Research Operations Group.
- g. The focus was currently on working through the technical requirements to develop solutions.

9.2. The following points were made in discussion:

- a. In relation to the costing and pricing for the RIST, it was considered that the intellectual assets and property needed to be considered.

10.3. IEC:

- a. Proposed that student requirements in the updated Innovation and Enterprise strategy be discussed with its sabbatical officer members.

Part III: Other Business for Approval or Information

11. Update from UCL Innovation and Enterprise Funding Committee 2019-20 (Paper 1-07)

- 11.1. IEC received the update report from UCL Innovation and Enterprise Funding Committee