

## Research Group Minutes

### Meeting Summary

**Date:** Tuesday 13<sup>th</sup> September 2022

**Time:** 11.00am – 13.00pm

**Venue:** Virtual by Teams

### In Attendance:

Members: (state names with initials in brackets)	Role	Job Title	Site
Julie Woodley (JW)	Chair	Senior Lecturer	University West of England
Theo Akudjedu (TA)	Advisory	Lecturer	Bournemouth University
Prince Gyimah (PG)	Advisory	Advanced Practitioner	Manchester Royal Infirmary
Martine Harris (MH1)	Advisory	Radiographer	Pinderfields Hospital
Emma Hyde (EH)	Advisory	Head of Diagnostic Imaging	University of Derby
Joanne Mitchell (JM)	Advisory	Research Radiographer	Edinburgh Cancer Centre
Philip Plant (PP)	Advisory	Lay Member	Patient Advisory Group
Aarthi Ramlaul (AR)	Advisory	Lecturer	University of Hertfordshire
Pamela Shuttleworth (PS)	Advisory	Research Radiographer	St James's University Hospital
Ruth Strudwick (RS)	Advisory	Associate Professor	University of Suffolk
Jenna Tugwell-Allsup (JTA)	Advisory	Radiographer	Betsi Cadwaladr University Health Board

Quartz House, 207 Providence Square, Mill Street, London SE1 2EW

T: 0207 740 7200 E: [info@sor.org](mailto:info@sor.org) W: [www.sor.org](http://www.sor.org)

The College of Radiographers is a limited company registered in England under No. 1287383 and a Registered Charity No. 272505 in England and Wales and SCO41867 in Scotland

Registered Office: 207 Providence Square, Mill Street, London SE1 2EW

<b>Observers:</b>			
Rachel Harris (RH)	Professional Officer	Professional Officer	Society & College of Radiographers
Clare Leeson (CL)	Admin		Society & College of Radiographers
Valerie Asemah (VA)	Minutes		Society & College of Radiographers

### Apologies:

Marianne Hamer (MH)	Advisory	Clinical Lead for Imaging	Liverpool Women's Hospital
Jacqueline Matthew (JM)	Advisory	Sonographer	St Thomas's Hospital
Tracy O'Regan (TO)	Professional Officer	Professional Officer	Society & College of Radiographers
Daniela Ribeiro (DR)	Advisory	Nuclear Medicine Technologist	Hammersmith Hospital (Imanova Ltd)
Ian Simcock (IS)	Advisory	Radiographer	Great Ormond Street Hospital
Tom Welton (TM)	UK Council	UK Council	Royal Preston Hospital
Amy Taylor (AT)	Advisory	Principal Therapeutic Radiographer	Weston Park Cancer Centre

### Review of Previous Minutes and Outstanding Actions:

Item No.	Description	Owner	Due Date	Status
5.	A Review of the last round of CoRIPS: Following a call for volunteers to join the April CoRIPS panel, it was agreed that VA would send out a reminder to the group and collate names.	VA		Completed
6.	Student CoRIPS Update: It was felt that any promotion of student CoRIPS be discussed until the October meeting, as it looks likely that there will be application in the April Student CoRIPS. Again, VA to double-check via synapse those who volunteered to be on the panel.	VA		Completed
6.1.2	CL will create and upload a timeline for both the main CoRIPS and Student CoRIPS to synapse.	CL		Completed
9.	Doctoral Den: RH informed the group that she had contacted the organisers and it a space has been granted. The event will be 'face to face.' A request for participants was requested. RH will follow up via synapse.	RH		Completed
11.	Departmental Research Strategy Guide: Following a discussion on this document the group was asked to send their comments to MH1 within the next ten days. VA to also distribute the document via synapse.	All & VA		Completed

12.	NIHR Imaging Incubator Proposal Update: Following an update from TOR it was noted that a webpage has been created and split into workstations. TOR is part of the AI scheme and will update the group after she attend a meeting on Thursday.	TOR		Completed
13.4	AOB: RH mentioned to the group that FoRMM is going ahead again this year and asked the group to encourage their colleagues to get involved. There will be a formal launch on 24 <sup>th</sup> June.	All		Completed
13.7	AOB: PP stated that the Patient Advisory Group (PAG) needed new members and asked for ways and opportunities on how this could be achieved. JW agreed to mention this issue when she is next at an NHS committee meeting. AT will ask at one of her patient groups.	JW & AT		Completed

## 1. WELCOME AND INTRODUCTION & MEETING HOUSEKEEPING

1.1 The Chair warmly welcomed everyone to this virtual meeting and explained the housekeeping rules.

1.2 The meeting was recorded for minute taking purposes.

## 2. APOLOGIES FOR ABSENCE

2.1 Apologies for absence received from Marianne Hamer, Tracy O'Regan, Daniela Ribeiro, Ian Simcock, Amy Taylor and Tom Welton.

2.2 To note that Jacqueline Matthew has resigned from the group.

## 3. MINUTES OF PREVIOUS MEETING

3.1 The minutes of the meeting held on 3<sup>rd</sup> March 2022 were agreed as a true and accurate record.

## 4. MATTERS ARISING

4.1 There were no matters arising.

## **5. A REVIEW OF THE LAST ROUND OF CoRIPS**

- 5.1 JW informed the group that the April round of CoRIPS comprised of a special AI round (which produced six applications) and five normal applications. There were eleven applications in total. Seven applications were funded in total. The total amount awarded was £62,362.09. The Chair asked the group to spread the news about these College awards to everyone.
- 5.1.1 Thanks was given to all those members who reviewed the April CoRIPS round.

## **6. STUDENT CoRIPS UPDATE**

- 6.1 RH gave an update on the Student CoRIPS – this award took a hit during COVID but appears to be picking up again. There were five applications for the April round and four of these were awarded. Following discussion, it was agreed that they group is happy with this position for the moment but will monitor the October round. RS indicated that she promoted the Student CoRIPS at the HEIs meeting and two of her students applied. Doing well so no changes to be made at this time.

## **7. DOCTORAL FELLOWSHIPS**

- 7.1 RH informed the group that CBoT had agreed to fund four Doctoral Fellowships this year but there was only one application which did not qualify. It will be back to the usual of funding up to two awards. RH reported that she recently had a meeting with Heidi Probst and Karen Knapp to discuss ways in making this award more competitive, such as doing a series of webinars, or offering one award of £50,000 instead of two at £25,000. Following discussion, it was thought that more promotion is needed before a concrete decision can be made moving forward. RH agreed to speak with Charlotte Beardmore (Executive Director of Professional Policy) to plan on promotion. It was suggested that RH and CL arrange to speak with Jessica Reid to find ways to promote this more heavily. It was further suggested that it would be a good for the panel members to record a webinar to say what they are looking for in a CoRIPS, Doctoral application; RH will speak with Karen and Heidi.

***ACTION: RH & CL***

- 7.1.1 RH reminded the group that there is an article in this month's Synergy to promote the main CoRIPS, Student CoRIPS, Overseas conference and again this October there will be a special round for AI.

**Post meeting note:**

**RH informed the group that the April 2023 will continue as it stands with 2 grants being offered. Promotion for this round will be made. Karen and Heidi have agreed to do a webinar of what funders are seeking. Rob Meertens and Carolyn Costigan (previous winners) have also agreed to do something on what it is like applying for the grant.**

## **8. OTHER CoR RESEARCH GRANTS**

RH gave an update on the other Research Grants.

- 8.1 The UKIO attendance grant, for people presenting a proffered paper is usually assessed by the College Board of Trustees (CBoT). There were five applications, which CL sent on to CBoT for assessment. This grant is for people attending for the first time with a proffered paper. These were all funded.
- 8.2 The Overseas Conference attendance grant (legacy fund) this is open again for this October. It was noted that this was quite well applied for in the past. The last significant application for this was LTWRAP and five were funded. There was a question of whether the £1000 award would be enough going forward. It was agreed to watch this October round and then reassess.
- 8.2 RH informed the group that UCLH is currently running a doctoral scheme which is endorsed by the CoR.
- 8.3 RH informed the group that the jointly funded partnership doctoral fellowship with Leeds Beckett University is progressing well. RH is one of the supervisors.
- 8.4 In conclusion it was agreed that RH will pull a paper together to present to CBoT to outline the various awards and ways of promoting and supporting radiographers to achieve a doctorate.

***ACTION: RH***

## 9. CoRIPS PANEL REVIEWERS REQUEST

9.1 Following a call for more volunteers to be reviewers on the CoRIPS panel the following members volunteered to being involved.

- Julie Woodley (Chair)
- Amy Taylor
- Ruth Strudwick
- Jenna Tugwell-Allsup
- Daniela Ribeiro
- Aarthi Ramlaul
- Pam Shuttleworth
- Ian Simcock
- Theo Akudjedu
- Emma Hyde
- Martine Harris

9.2 It was also agreed that CL would email volunteers when applications are received to get their commitment before allocations are made.

***ACTION: CL***

9.3 To note that CL has previously circulated a timeline for October CoRIPS and Student CoRIPS.

## 10. A REVIEW OF THE WORKPLAN

10.1 The group went through the workplan to review what had been completed and what was still outstanding. Just a few items below:

- Inputting into the new ECF
- FORMM 3 is now ongoing, CL and Corrine Thomas (Professional & Education Administrator) were thanked for their excellent administrative work
- Fellowship by Portfolio is ongoing

- Research activities/strategies is ongoing as evidenced by ‘Implementing a Department Research Strategy’ guidance
- Updates on Webinars, Doctoral Den, UKIO were given
- TO is maintaining the Doctoral log and will continue to do so annually

10.1.1 Exploring the potential of a CoR sponsored Chair was discussed and it was stated that Charlotte Beardmore is waiting on contact from Mark Griffiths.

10.1.2 Research grants are ongoing with a specific AI research grant for this year. Everything sounds positive and the workplan is looking good with excellent progress being made.

13.2 Following a brief discussion RH asked CL to change the dates on the workplan to reflect two years instead of a one-year plan and circulate to the group. CL agreed.

***ACTION: CL***

## **11. DEPARTMENTAL RESEARCH STRATEGY GUIDE**

11.1 MH1 updated the group on this guide, reminding them that this was a piece of work that came out of the research strategy and one of the main aims of this guidance was for every department to have their own guide. To note that this document has been presented at UKIO. Once this document is completed it must be promoted and be accessible to everyone. It was suggested that a baseline survey on departments around their own local research strategy should be done – to note that this is also on the group workplan. JA, IS, AT and MHI was the group who worked on this guidance, and they will update and send to RH for a final look. To note that AT and MHI wrote some articles in Imaging and Oncology around this issue. Comments from CBoT will be addressed and then promotion starts. MHI and the others who worked on this guidance was thanked. MHI to conduct a baseline survey. JA suggested AHP colleagues would benefit from this guidance as it is quite transferable. To note that a statement should be added to let others know to acknowledge where this document comes from.

***ACTION: MHI***

## **12. OFFER OF A REF WEBINAR FROM PETER**

- 12.1 JW informed the group that Professor Peter Hogg (PH) has suggested. ways that the research group support admissions to the REF. JW further indicated that PH offered to make a webinar to show what makes a good application. Following discussion, the group agreed that this was a good offer, and we will promote and use as a resource. It was queried as to whether there could be a series of webinars instead of just one. It was agreed that JW will go back to PH and take forward from there.

***ACTION: JW***

## **13. ANY OTHER BUSINESS**

- 13.1 Collaboration with the Consultant Radiographers Advisory Group – The Chair of CRAG (Yat Tsang) queried whether this group and CRAG could have better links and work together as these two groups (Research and CRAG) need to be very interlinked. It was also noted that CRAG will be taking responsibility for consultant accreditation and the research element will need to be met. One way of moving forward is for the Chair of CRAG to become a member of the Research group and vice versa also the professional officers. RH informed the group that Yat has taken up a new role as Head of Department in Toronto, a massive opportunity for him. Yat will soon have to give up the position of Chair so this will be taken up with the new Chair moving forward.
- 13.3 It was mentioned that ECR for next year is being held the week is which the next Research Group meeting is to be held. VA was tasked with sourcing a new date, most likely the following week.

***ACTION: VA***

**Post meeting note: meeting date has been changed to Thursday 9<sup>th</sup> March 2023.**

- 13.4 VA informed the group that this will be the last time that she will be taking minutes for this group as she will be retiring early in the New Year.

## **14. DATE OF FUTURE MEETINGS**

- 14.1 The dates of future meetings have been confirmed as:



- Thursday 9<sup>th</sup> March 2023 (virtual) changed from 3<sup>rd</sup> March
- Tuesday 12<sup>th</sup> September 2023 (in person with the option to join virtually)

### Meeting Actions Log

Item No.	Description	Owner	Due Date	Status
7.	Doctoral Fellowships: Following a discussion on how best to promote this fellowship it was agreed that RH would consult with Heidi Probst and Karen Knapp to find ways of making this award more competitive. Also, RH and CL with work with CL and Jessica Reid on more robust promotion.	RH & CL		
8.3	Other CoR Research Grants: Following a discussion RH agreed to draft a paper outlining different doctoral fellowship opportunities to present to CBoT.	RH		
9.4	CoRIPS Panel Reviewers Request: CL was tasked with emailing volunteers to get their availability before any allocations are made.	CL		
11.	Departmental Research Strategy Guide: MHI to conduct a baseline survey once document is ready.	MH1		
12.	Offer of a REF Webinar from Peter: It was agreed that JW will go back to Peter and ask him to make a series of webinars to outline the process. These can then be promoted and used as a resource.	JW		
13.2	Any Other Business: CL was tasked with changing the dates on the workplan to reflect that this is a two-year plan going forward and circulate to the group.	CL		
13.3	VA was asked to find an alternative date for the 3 <sup>rd</sup> March 2023 meeting as it appears there might be a clash with the ECR.	VA		

### Date of Next Meeting:

- Thursday 9<sup>th</sup> March 2023 (virtual) changed from 3<sup>rd</sup> March

### Future Meetings:

- Tuesday 12<sup>th</sup> September 2023 (in person with the option to join virtually)

### Conferences & Events Dates for the diary:

No dates at present.