

1 April 17 – 31 March 2018 Task Force Report - Research Management Task Force

Members of the Task Force

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Meetings 1 Apr 17 – 31 March 18 (dates and locations & any virtual meetings)

23rd/24th October 2017, first Task Force meeting held at Utrecht University
 19th January 2018, Skype meeting

Narrative report of activity

1. Approval to form the Research Management Task Force was achieved at the AGM on 27th April 2017;
2. Delivered the Research Management Workshop at the Masarykova University, Brno, on 20th / 22nd June;
3. Held the Task Force planning meeting on 22nd June (Masarykova University) and agreed initial group membership;
4. Strategy and Task Force ambitions drafted and discussed in preparation for first meeting;
5. First Task Force meeting held at Utrecht University on 23rd / 24th October where Chair was elected and the strategy agreed;
6. Work being undertaken to develop the network of UUN research managers and create a related LinkedIn group;
7. Work being undertaken to design, promote and administer the Research Management Workshop to be held at the University of Malta 8th to 10th May 2018.

Financial report

Research Management workshop account 2017 - €3,851.76.
 Research Management Task Force account 2017/18 - total spent €2,423.16

1 Apr 17 – 31 March 18 activities mapped against the Strategic Plan:

Goals from the Strategic Plan (FORCES)	Task Force Activities/Achievements 1 Jan 17 – 31 March 18
Foster internationalisation of education	
Open up to new forms of cooperation	<ul style="list-style-type: none"> • Reaching out to a new group of staff within UUN organisations and inviting their participation in the annual workshop and online network; • Raising awareness of the research expertise of UUN partners with the potential of new collaborations.

Respond actively to European HE policies	<ul style="list-style-type: none"> • Created a new forum for discussions at the Research Management workshops on European policies. • Developing new LinkedIn discussion group to enable ongoing comment and responses to such policies.
Collaborate effectively within the Network	<ul style="list-style-type: none"> • Created an expanding new network of professional staff working within research administration through the creation of a directory of key research contacts at each partners institution; • Regular communications between Task Force members on the activities and ambitions of the group; • Chair's attendance at Steering Committee and Task Force Chairs meeting and AGM.
Enhance internationalisation processes in member institutions	<ul style="list-style-type: none"> • The provision of our annual Research Management workshop has enabled a new group of staff to engage internationally, coming together to share best practice and learn about a wide range of new and developing issues in a European wide context.
Strengthen the profile and global outlook of the Network	<ul style="list-style-type: none"> • Strengthening the profile of the Network by catering for a new group of professional staff; • Providing new international opportunities for research managers to learn and work with international counterparts.

Please see the 2017 / 18 strategy and ambitions for the Task Force below:

The Research Management Task Force works to enhance academic research across partner universities by providing a professional network for staff working in research management and administration by sharing knowledge, expertise and information.

In its first year, 2017 – 2018, the ambitions of the Task Force are to:

1. Develop a network of research managers and administrators by creating a directory of key Research/Project Offices across UN member institutions. This will include the contact details of one key member of staff with an outline of their main expertise and areas of responsibility.
2. Share best practice and development opportunities in research management by:
 - 2.1 managing the 2018 annual Research Managers Workshop;
 - 2.2 sharing information on key developmental opportunities;
 - 2.3 offering capacity to member institutions to participate in 'in house' events;
 - 2.4 providing recommendations on excellent speakers to those planning events;
 - 2.5 developing a discussion forum for topical, ad hoc questions and subjects.
3. Promote research funding opportunities and recommend opportunities to prepare joint projects amongst UN member institutions by:
 - 3.1 Sharing information on the main research themes of member universities;
 - 3.2 Sharing relevant information about national calls requiring partners;
 - 3.3 Supporting partner searches by providing recommendations and contacts for internal and regional/national experts.

The use of the UN website and / or a new LinkedIn group will be explored to achieve some of these ambitions and to house key documentation.

1 April 2018 – 31 March 2019 Task Force Workplan – Research management

Planned meetings

11th May at the University of Malta (following the Research Managers Workshop);

November at the Universität Leipzig, actual date to be confirmed;

Further meetings / Skypes to be agreed.

Planned activity

The key event will be the provision of the 4th annual UUN Research Management workshop in May 2018 being hosted at the University of Malta.

The September Task Force meeting will review the strategy and ambitions of the Task Force, membership of the group and appoint a Chair for the new term of office.

Budget requested for 1 April 18 – 31 March 19

€8,000 to cover the cost of the workshop (€5,000) and the running of the Task Force (€3,000).

1 April 18 – 31 March 19 planned activities mapped against the Strategic Plan

Goals from the Strategic Plan (FORCES)	Planned Activities
Foster internationalisation of education	
Open up to new forms of cooperation	<ul style="list-style-type: none"> • Development, management and delivery of the 5th Research Management workshop for May 2019 • Develop the capacity for partners to offer places to other universities on 'in house' events
Respond actively to European HE policies	<ul style="list-style-type: none"> • Continue to develop the LinkedIn group to facilitate topical discussions
Collaborate effectively within the Network	<ul style="list-style-type: none"> • Develop the network of research managers to cover all UN partners. • Contribute to the continued development of the UN. • Facilitate the sharing of information about research calls requiring partners
Enhance internationalisation processes in member institutions	<ul style="list-style-type: none"> • Provide 5th annual Research Management workshop in May 2019 • Encourage access to events and pockets of expertise / good practice across partner universities
Strengthen the profile and global outlook of the Network	<ul style="list-style-type: none"> • Consider new opportunities to strengthen the Research Management network within UN.