

## Research Group Minutes

### Meeting Summary

**Date:** Tuesday 8<sup>th</sup> September 2020

**Time:** 1.00pm – 3.00pm

**Venue:** Virtual by GoTo

### In Attendance:

Members: (state names with initials in brackets)	Role	Job Title	Site
Ruth Strudwick (RS)	Chair	Associate Professor	University of Suffolk
Tom Welton (TW)	UK Council	UK Council	Royal Preston Hospital
Theo Akudjedu (TA)	Advisory	Lecturer	Bournemouth University
Marianne Hamer (MH)	Advisory	Clinical Lead for Imaging	Liverpool Women's Hospital
Martine Harris (MH1)	Advisory	Radiographer	Pinderfields Hospital
Gareth Hill (GH)	Advisory	Head of Therapeutic Radiography	Ninewells Hospital & Medical School
Christina Malamateniou (CM)	Advisory	Programme Director	City, University of London
Jacqueline Matthew (JM)	Advisory	Sonographer	St Thomas's Hospital
Helen McAlinney (HMA)	Advisory	Manager	University of Leeds
Philip Plant (PP)	Advisory	Lay Member	Patient Advisory Group
Ian Simcock (IS)	Advisory	Radiographer	Great Ormond Street Hospital
Amy Taylor (AT)	Advisory	Principal Therapeutic Rad	Weston Park Cancer Centre

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)

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

### Apologies:

Marius Mada (MM)	Advisory	Research Radiographer	Medical Research Council Cambridge
Julie Nightingale (JN)	Advisory	Prof of Diagnostic Imaging Ed	Sheffield Hallam University (D)
Aarthi Ramlaul (AR)	Advisory	Lecturer	University of Hertfordshire
Julie Woodley (JW)	Advisory	Senior Lecturer	University West of England

### Review of Previous Minutes and Outstanding Actions:

Item No.	Description	Owner	Due Date	Status
5.1	Glasscubes: TO informed the group that all committees, boards etc. on glasscubes have moved onto Synapse. Christian Ellwood (Membership department) has sent out an email to those members who have not as yet moved onto Synapse. TO welcomed any feedback.	Group		Ongoing
6.	Student CoRIPS update: No applicants in October 2019. Next round is April 2020. RM queried what can be done to promote this. Following a discussion it was agreed that TO would ask Michele Landau (Education Administrator) to contact all Heads of HEIs asking them to help to get the message out to their students.	TO		Completed
7.	Main CoRIPS: Following a discussion around the non-anonymisation of the CoRIPS application forms for the October round the Chair agreed that this will be evaluated at the next meeting, as some members felt it would take some getting used to.	RS		Completed
9.	Research Strategy: We need to make a start on the strategy this year and volunteers are needed to help review it, anyone who is interested should let VA know.	Group		Completed
13.1	CAHPR: Chair encouraged the group members to join their local CAHPR hubs, look out for event. It was also suggested that an article could be published in Synergy News to highlight	RS & TO		Completed

	the hubs. Also give students the opportunity to become involved – information could be sent to the Heads of HEIs for inward distribution.			
13.2	Any Other Business: There was a call for a Vice Chair and expressions of interest should be sent to VA.	Group		Ongoing

## 1. WELCOME AND APOLOGIES

- 1.1 The Chair welcomed everyone to the meeting and round table introductions were made.
- 1.2 New members Theo Akudjedu, Marianne Hamer and Amy Taylor were welcomed to the group.

## 2. APOLOGIES FOR ABSENCE

- 2.1 Apologies for absence were received from Marius Mada, Julie Nightingale, Arthi Ramlal and Julie Woodley.

## 3. MINUTES OF PREVIOUS MEETING

- 3.1 The minutes of the meeting held on 27<sup>th</sup> February 2020 were as a true and accurate record.

## 4. MATTERS ARISING

- 4.1 There were no matters arising.

## 5. GLASSCUBES UPDATE

- 5.1 TO gave an update to the group. Most groups on glasscubes have now moved onto Synapse and the Research Network is using the new style synapse and TO will get this group updated to the new style. A few is still outstanding but TO will liaise with Christian Ellwood from the SCoR IT team to remind those who are still outstanding to join. People are reading and engaging and they especially like getting information through by email. TO will put new topics/news every 2 weeks. Any feedback you have is welcomed.

***ACTION: TO & GROUP***

## 6. A REVIEW OF THE LAST ROUND OF CoRIPS and FUTURE PLANNING

- 6.1 The Chair informed the group that the April round of CoRIPS only had 3 panel members which presented quite a challenge when marking. So she asked group members if they can step forward to join the panel. The next round in October is likely to be huge as it will comprise of a special Covid round and it would be good to have a larger panel. Following the call for volunteers the following members indicated that they would be willing to join the panel.

- Theo Akudjedu
- Marianne Hamer
- Martine Harris
- Christina Malamateniou
- Jackie Matthew
- Helen McAlinney
- Ian Simcock
- Amy Taylor

- 6.1.1 The recruited assessors will be mentored. The group were informed that if by chance they got an application to review and there was a conflict of interest then they would not review that particular application.

6.1.2 As for the last round it was agreed that a cap of 10 applications would be accepted. The group was informed that unlike CoRIPS which is funded mainly by the Industry Partners, the Covid round would be funded wholly by CBoT. Especially for note was that anyone who has had a previous CoRIPS award can apply for a Covid one. The deadline for applications is Monday 5<sup>th</sup> October and it was agreed that CL would send further information especially the timeline of this so the panel can adjust their diaries appropriately. It was agreed that application forms will remain non-anonymised for this round also. The PI of all applications must be in membership of SCoR, and should be in continuous membership for 1 year for awards of less than £5000 and 2 years for awards of up to £10,000.

***ACTION: CL***

## **7. STUDENT CoRIPS UPDATE**

7.1 RH gave an update on the Student CoRIPS – There were no applications for the April round due to Covid. The whole point of student CoRIPS is for the student to work with a researcher face to face. It was felt that there may not be any for the October round, as universities are still trying to get back to normality. Following discussion it was felt that we may need to rethink this award for 2021.

***ACTION: RH***

## **8. DOCTORAL FELLOWSHIPS**

8.1 RH updated the group that this is only one round of applications a year and we normally grant 2 awards per year. This year there were 2 applications but only one was funded - a radiographer at the very start of her doctoral journey.

## **9. OTHER CoR RESEARCH GRANTS**

9.1 RH informed the group that all other research grants suffered this year due to Covid 19.

9.1.1 UKIO attendance went virtual this year so this grant was not awarded.

9.1.2 Overseas Conference Grant were received to attend LTWRAP in Australia but the event has now been cancelled this year due to covid-19. However it is hoped the event will go ahead in 2021 when the applications can hopefully be supported.

## **10. UPDATE ON PROGRESSION OF RESEARCH STRATEGY**

10.1 The Chair updated the group on the progress of the research strategy informing them that 3 meetings have been held to date and the strategy is currently being reviewed. It is a very large document and this time rather than leaving it for 5 years, instead it will be a live document which will be updated on a regular basis. The objective is for this document to have a positive outcome on research in the profession. The document must be visually appealing to people and consist of user friendly material. We are looking at producing some form of leaflets/booklets. When the document is ready it will be sent to the groups and members for comment. But all ideas and suggestions are welcomed. Working party consisted of RS, TO, RH, PP, MH and HMA. Pam Shuttleworth is also part of the Research Strategy group.

***ACTION: GROUP***

## **11. ARTIFICIAL INTELLIGENCE UPDATE**

11.1 TO updated the group on AI. A working party including TO, RH, CM and JM is being set up with good representation from across the 4 countries and across modalities. Statement from UK Council and asked to take this work forward. TO will convene first meeting and report back to the group at the next meeting.

***ACTION: TO***

## **12. ANY OTHER BUSINESS**

12.1 During the research strategy meeting it was felt that it would be useful to create a departmental research strategy template to be used. There was a discussion around the departmental research strategy template where it was felt that managers and research leaders should have their own objectives. One suggestion was to send out a message to departments to create their own strategy using a template. A template was sent out to group. RH put forward the idea of using some of our other advisory group such as the Diagnostic Imaging Advisory Group (DIAG) and the Radiotherapy Advisory Group (RAG) to get overlap and input. This group needs to be more proactive and make sure we find different ways of getting this message out. It

was agreed that MH1 will update this document by creating a 'how to guide' instead of a template. MH1 will use synapse to liaise with group members who would like to assist with this. MH1 was thanked for producing this template.

***ACTION: MH1 & GROUP***

- 12.2 CAHPR Update – RH informed the group that her term as chair of CAHPR after 4 years will come to an end at tomorrow's steering group meeting. She also gave an overview on how it all started. CSP was responsible for providing 2 admin staff and putting up most of the money to set up CAHPR and keep it running, but they have decided to take money out and we are not sure if CAHPR will be able to carry on doing the good work they have been doing such as funding different research awards. RH will keep the group updated.

***ACTION: RH***

- 12.4 Vice Chair – The group is still without a vice chair so it was agreed that following this meeting VA would put out a call for anyone who is interested in taking up this position to please let her know. It was recommended that 2 vice chairs would be needed.

***ACTION: VA & GROUP***

### **13. DATE OF FUTURE MEETINGS**

- 13.1 The dates of future meetings have been confirmed as:
- Thursday 11<sup>th</sup> March 2021 (changed from 4<sup>th</sup> March)
  - Tuesday 14<sup>th</sup> September 2021
  - Thursday 3<sup>rd</sup> March 2022

## Meeting Actions Log

Item No.	Description	Owner	Due Date	Status
5.1	Glasscubes Update: TO informed the group that almost all groups from Glasscubes have now moved onto Synapse and those members who are still outstanding will be contacted by Christina Ellwood from the SCoR IT team to do so. The new style Synapse is being used.	Group		
6.1	Main CoRIPS: The Chair invited members to volunteer to join the CoRIPS panel as there were only 3 people on the panel for the April round of CoRIPS. Several members volunteered including TA, MH, MH1, CM, JM, HMA, IS and AT. These members will be mentored. This round will also include a special Covid round. CL to send update information around the timeline of receiving the applications and reviewing them.	CL		
10.1	Update on Research Strategy: The Chair informed the group that this will be a live document which will be updated on a regular basis. When draft of the research strategy is ready it will be sent to the group and members for comment.	RS & Group		
11.1	Artificial Intelligence Update: TO updated the group on AI. A working party with representation from all 4 countries and cross modalities has been set up and following the first meeting TO will update the group. TO, RH, CM and JM is part of the working group.	TO		
12.1	Any Other Business: Department research strategy template: MH1 designed a template for managers and this was discussed and following discussion it was suggested that maybe instead of a template a 'how to guide' would be more beneficial. RH indicated that advice could be had from other advisory groups such as the Diagnostic Imaging Advisory Group and the Radiotherapy Advisory Group. MH1 will liaise with members via synapse for help with this. An update will be given at the next meeting.	MH1 & Group		
12.2	CAHPR Update: RH updated the group on CAHPR. She will be stepping down as Chair after 4 years, following the meeting tomorrow. Will need to be more streamlined following changes due to the CSP not providing the usual level of support that they were giving. RH will keep the group updated.	RH		
12.3	NIHR Imaging Incubator Proposal: TO updated the group. It appears that they are going forward to try and develop people as researcher. Rob Milne and TO have been invited to one of the strands – workflow. Carol Burnet is the chair of the other strands. To note that not much has happened due to Covid. Group will be updated.	TO		
12.4	Vice Chairs: The group still need a vice chair so it was agreed that we should have 2 vice chairs. VA will send out a notice via synapse and those who are who are interested in this position should please let VA know.	VA & Group		



**Date of Next Meeting:**

- Thursday 11<sup>th</sup> March 2021

**Future Meetings:**

- Tuesday 14<sup>th</sup> September 2021
- Thursday 3<sup>rd</sup> March 2022

**Conferences & Events Dates for the diary:**

No dates at present.