

## Research Group Minutes

### Meeting Summary

**Date:** Thursday 11<sup>th</sup> March 2021

**Time:** 11.00am – 1.00pm

**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
Gareth Hill (GH)	Advisory	Head of Therapeutic Radiography	Ninewells Hospital & Medical School
Marius Mada (MM)	Advisory	Research Radiographer	Medical Research Council Cambridge
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
Aarthi Ramlaul (AR)	Advisory	Lecturer	University of Hertfordshire
Ian Simcock (IS)	Advisory	Radiographer	Great Ormond Street Hospital
Amy Taylor (AT)	Advisory	Principal Therapeutic Rad	Weston Park Cancer Centre

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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

#### Apologies:

Marianne Hamer (MH)	Advisory	Clinical Lead for Imaging	Liverpool Women's Hospital
Martine Harris (MH1)	Advisory	Radiographer	Pinderfields Hospital
Aarthi Ramlal (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 and being used.	Group		Completed
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		Completed
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		Completed
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		Ongoing
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	MH1 & Group		Ongoing

	Radiotherapy Advisory Group. MH1 will liaise with members via synapse for help with this. An update will be given at the next meeting.			
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		Completed
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		Ongoing
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		Completed
13.2	Any Other Business: There was a call for a Vice Chair and expressions of interest should be sent to VA. JW has taken this position on.	Group		Completed

## 1. WELCOME AND INTRODUCTION & MEETING HOUSEKEEPING

1.1 The Chair warmly welcomed everyone to this virtual meeting. The meeting was recorded for minute taking purposes.

## 2. APOLOGIES FOR ABSENCE

2.1 Apologies for absence were received from Marianne Hamer, Martine Harris and Julie Woodley.

## 3. MINUTES OF PREVIOUS MEETING

3.1 The minutes of the meeting held on 8<sup>th</sup> September 2020 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 and FUTURE PLANNING

5.1 RS was unable to chair the last CoRIPS round as she was one of the applicants so JW chaired it instead. RH thanked JW and the panel for their work. The Chair informed the group that the October round of CoRIPS comprised of a special Covid round (which produced 6 applications). There were 11 applications in total covering staff and students, issues affecting BAME to name a few of the topics. The total amount awarded was £63,574.41. It was mentioned that before Clare Leeson went on maternity leave she made sure that each application was reviewed by two assessors.

5.1.1 The April round is coming soon and RS will be back in the Chair role. Following the call of volunteers the following members indicated that they would be willing to join the panel again, but some of them may need mentoring, which will be provided.

- Jackie Matthew
- Helen McAlinney
- Aarthi Ramlal
- Ian Simcock
- Amy Taylor

VA to send email to members who were not here today to find out if they want to be on the panel for this round – MH, MH1 and JW.

***ACTION:*** VA

5.1.2 The Chair thanked the members who volunteered and also requested that VA create a timeline and send on to the panel.

***ACTION:*** VA

## **6. STUDENT CoRIPS UPDATE**

6.1 RH gave an update on the Student CoRIPS – There were no applications for the October round and this is most likely from students not being on placements and educators being overwhelmed with different types of workloads due to Covid. The group queried whether there was a need for a review and if there was a way that students could be supported differently. If no applications are received this round a subgroup will need to be set up to discuss a way forward.

6.1.1 VA was tasked with re-circulating the Student CoRIPS application form and regulations to the group.

***ACTION: VA***

6.1.2 JM mentioned the Kings Fellows award which is similar to Student CoRIPS and the group could have a look at this.

## **7. DOCTORAL FELLOWSHIPS**

7.1 RH updated the group that this is only one round of applications a year and 2 grants are normally awarded per year. A separate panel judge these awards and virtual interviews are usually held in June. Closing date for this year is Monday 5<sup>th</sup> April.

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

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

8.1.1 Overseas Conference Grant assessed by CBoT. Flyer has been circulated for a virtual conference in November this year.

8.1.2 UKIO will be online this year 7<sup>th</sup> – 25<sup>th</sup> June. The grant for attending this is also assessed by CBoT.

## 9. EFRS RESEARCH HUB SUPPORT DISCUSSION (<https://efrs.eu/cpd>)

- 9.1 RH informed the group that she was approached by Charlotte Beardmore (Director of Professional Policy) who informed her that the EFRS is running a hub and wondered if the group wanted to do something similar. A discussion followed in which the group explored different options, such as participating in a 'Doctoral Den' at UKIO which was held last year and was very beneficial. RS agreed to contact UKIO with the group's proposals. TO will liaise with GH and the conference teams to find out more
- 9.1.1 PP informed the group that he attended a webinar recently that was organised by the Kings Fund. The webinar was pre-recorded so the speakers did not deal with any of the questions that came up. It was agreed that a lot of webinars are pre-recorded so there are no social intervention or informal chats. TO and RS agreed to have a discussion outside this meeting to think about:
- methodologies
  - sharing book groups
  - priorities of research
  - service evaluation
  - support to publish
- 9.1.2 GH and AT did a conference with CTRAD and they felt that the pre-prepared list of questions worked quite well. It was agreed that RH, RS and TO will discuss more offline and come back to the group with more information.

***ACTION: RH, RS & TO***

## 10. RESEARCH STRATEGY UPDATE

- 10.1 The Chair updated the group on the progress of the research strategy informing them that a few amendments are all that is needed to complete it before it is launched in the next few weeks. She thanked the working party (which consisted of TO, RH, PP, MH1, PS, JW and HMA) for their work on the document. It is currently being reviewed by CBoT. It was suggested that RS should be interviewed and a Q&A session be held for the rest of the group upon the launch of the strategy. A PowerPoint presentation was also suggested. TO will email some information out to the group.

***ACTION: TO***

## 11. DEPARTMENTAL RESEARCH STRATEGY

- 11.1 MH1 was unable to attend the meeting today. VA to contact her to find out how she is getting on with the strategy and if she needs any assistance.

***ACTION: VA***

**Post meeting note:** MH1 indicated that she was hoping to gather some people to help with the guide for developing a departmental research strategy and had put out a message on the research group chat asking for volunteers but got no responses. There was nothing further to update at present.

## 12. ARTIFICIAL INTELLIGENCE UPDATE

- 12.1 TO updated the group on AI. Lots of meetings. TO will send the document as a whole to this group for comment.

***ACTION: TO***

## 13. ANY OTHER BUSINESS

- 13.1 VA to send a note to those members whose tenure is up this year that they can re-apply for another term by sending her an updated CV.

***ACTION: VA***

- 13.2 TW informed the group that he was approached by James Marcus about running a national journal club for student's awareness. The pilot will be running in April/May and it will be on Communication with pain.

- 13.4 NIHR Imaging Incubator Proposal: TO updated the group. Little progress has been made. Group will be kept updated.

- 13.5 A big thank you the Chair for all her hard work

- 13.6 AR mentioned that this is her first meeting which she enjoyed.

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

13.1 The dates of future meetings have been confirmed as:

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

### Meeting Actions Log

Item No.	Description	Owner	Due Date	Status
5.1.1	A Review of the last round of CoRIPS and future planning: Following discussion it was agreed that VA would send out a note to the group to see if those members who was not at the meeting if they would like to volunteer to be on the CoRIPS panel.	VA		
5.1.2	The Chair also requested that VA create a timeline and send on to the CoRIPS panel.	VA		
6.	Student CoRIPS Update: Following discussion the Chair requested that VA with re-circulate the Student CoRIPS application form and regulations to the group.	VA		
9.1	EFRS Research Hub Support Discussion: Following a discussion around webinars it was agreed that most webinars are recorded and the questions prepared list of questions leaving no room for spontaneity. It was agreed that RH, TO and RS get together to think about ideas for the group to participate in.	RH, TO & RS		
10.	Research Strategy Update: The Chair updated the group on the research strategy progress to let them know that a few amendments are still needed before the launch in the next few weeks. The working party was thanked for their work on the document. TO will email the group with further information.	TO		
12.	Artificial Intelligence Update: TO will send the AI document as a whole to the group for comment.	TO		
13.	Any Other Business: VA to send reminder to the members whose tenure is up this year to let them know if they wish to apply for another term that they can do so by sending her an updated CV.	VA		

### Date of Next Meeting:

- Tuesday 14<sup>th</sup> September 2021

### Future Meetings:

- Thursday 3<sup>rd</sup> March 2022

### Conferences & Events Dates for the diary:

No dates at present.