

## Research Group Minutes

### Meeting Summary

**Date:** Tuesday 14<sup>th</sup> September 2021

**Time:** 11.00am – 1.30pm

**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
Prince Gyimah (PG)	Advisory	Advanced Practitioner	Manchester Royal Infirmary
Martine Harris (MH)	Advisory	Radiographer	Pinderfields Hospital
Emma Hyde (EH)	Advisory	Head of Diagnostic Imaging	University of Derby
Jacqueline Matthew (JM)	Advisory	Sonographer	St Thomas's Hospital
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
Daniela Ribeiro (DR)	Advisory	Nuclear Medicine Technologist	Hammersmith Hospital (Imanova Ltd)
Pamela Shuttleworth (PS)	Advisory	Research Radiographer	St James's University Hospital
Ian Simcock (IS)	Advisory	Radiographer	Great Ormond Street Hospital
Jenna Tugwell-Allsup (JTA)	Advisory	Radiographer	Betsi Cadwaladr University Health Board

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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
Michelle Tyler (MT)	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
Amy Taylor (AM)	Advisory	Principal Therapeutic Radiographer	Weston Park Cancer Centre
Julie Woodley (JW)	Advisory	Senior Lecturer	University West of England

### Review of Previous Minutes and Outstanding Actions:

Item No.	Description	Owner	Due Date	Status
5.1.1	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 were not at the meeting if they would like to volunteer to be on the CoRIPS panel.	VA		Completed
5.1.2	The Chair also requested that VA create a timeline and send on to the CoRIPS panel.	VA		Completed
6.	Student CoRIPS Update: Following discussion the Chair requested that VA will re-circulate the Student CoRIPS application form and regulations to the group.	VA		Completed
9.1	EFRS Research Hub Support Discussion: Following a discussion around webinars it was agreed that most webinars are recorded. It was agreed that RH, TO and RS get together to think about ideas for the group to participate in.	RH, TO & RS		Completed
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		Completed
12.	Artificial Intelligence Update: TO will send the AI document as a whole to the group for comment.	TO		Completed
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		Completed

## **1. WELCOME AND INTRODUCTION & MEETING HOUSEKEEPING**

- 1.1 The Chair warmly welcomed everyone to this virtual meeting and explained that this will be her last time as Chair as JW will be taking over as from the next meeting in March 2022.
- 1.2 Introductions were made for the benefit of new members; Daniela Ribeiro, Emma Hyde, Jenna Tugwell-Allsup, Joanne Mitchell, Prince Gyimah and Pamela Shuttleworth.
- 1.3 The meeting was recorded for minute taking purposes.

## **2. APOLOGIES FOR ABSENCE**

- 2.1 Apologies for absence were received from Marianne Hamer, Amy Taylor and Julie Woodley.

## **3. INDUCTION**

- 3.1 RH gave a brief induction to the new members informing them of the Synapse group where they can find anything they need to know about the group; the Terms of Reference for the group, workplan, previous agenda and minutes. She also outlined the meeting dates – there will be two official meetings a year (one virtual and one face to face) but sub-group meetings can be held throughout the year, and especially around the workplan. In regard to meeting attendance (virtual or in person) RH advised everyone to let VA know of their attendance or apologies. Travel expenses are paid and subsistence is provided. Any confidential information that is sent out to the group should be kept confidential until advised otherwise.
  - 3.1.1. RH also informed the group that there is an opening for Vice Chair and this process will be started by RH and VA early in the New Year.

***ACTION: RH & VA***

#### **4. MINUTES OF PREVIOUS MEETING**

4.1 The minutes of the meeting held on 11<sup>th</sup> March 2021 were agreed as a true and accurate record.

#### **5. MATTERS ARISING**

5.1 There were no matters arising.

#### **6. A REVIEW OF THE WORKPLAN**

6.1 There was a group discussion around the workplan on the work already completed and the objectives identified.

It was agreed that the members are doing all they can to promote research. RS is the Chair of her local CAPHR hub and helping to promote radiography. New members informed that they could join the CoRIPS panel if they want to be involved in assessing applications. It was mentioned that to date, there has been two rounds of FoRMM and hopefully a third cohort can be held.

The group is halfway through a series of four Webinars.

The Education and Career Framework is still being finalised and in progress and will be finalised in the first quarter of 2022.

6.2 The Chair is yet to finalise her annual report.

6.3 Members of the group who worked on the Research Strategy were given thanks from the Chair, and the group as a whole were thanked for all their good work.

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

7.1 The Chair informed the group that the April round of CoRIPS comprised of a special round (which produced two applications). There were seven applications in total. The total amount awarded was £37,546.70.

7.1.1 The October round is coming soon and 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.

- Emma Hyde (will need mentoring)
- Jenna Allsup (will need mentoring)
- Pamela Shuttleworth
- Ian Simcock
- Amy Taylor
- Martine Harris
- Marianne Hamer
- Theo Akudjedu
- Jacqueline Matthew

RH will send out a message via Synapse to double check who would like to join the panel for the October round.

***ACTION: RH***

## **8. STUDENT CoRIPS UPDATE**

8.1 RH gave an update on the Student CoRIPS – There were no applications for the April round and this is most likely from students not being on placements and educators being overwhelmed with different types of workloads due to Covid. There was a discussion on whether we wait until next year to see if we get any applications or review now. It was noted that not one student CoRIPS was granted since Covid. It was queried whether there was a need for a review and if there was a way that students could be supported differently. It was agreed that Student CoRIPS should be promoted in the meantime. This will be reviewed at the next Research Group meeting, if no applications are received this round.

8.1.1 It was agreed that a small working party is needed to take Student CoRIPS forward, volunteers are needed including a lead. RS indicated that she would take the lead on this. Other interested members are:

- Pamela Shuttleworth
- Emma Hyde
- Philip Plant

- Jacqueline Matthew
- Daniela Ribeiro
- Ian Simcock

If anyone else is interested, they should let VA know.

***ACTION: GROUP***

8.1.2 Following discussion it was suggested co-opting Nichola Jameson (Student Officer) would be beneficial in getting an idea of how to target students.

***ACTION: TO***

8.1.3 JTA will disseminate information across North Wales.

***ACTION: JTA***

## **9. DOCTORAL FELLOWSHIPS**

9.1 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. The Doctoral Fellowships was partially impacted by Covid. Only one applicant applied this year but sadly did not receive an award. It was also agreed that this award needs more promotion.

## **10. OTHER CoR RESEARCH GRANTS**

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

10.2 RH informed the group that this is the first time that a proffered paper would be presented at UKIO. A late application was received which was approved. UKIO was virtual again this year.

10.3 LTWRAP had been cancelled but a virtual one is happening in November. RH informed the group that people who were given a grant to attend in person would have their registration paid for.

## 11. REVIEW OF WEBINAR SERIES

### 11.1 RS updated the group on the progress of the webinar series.

The first webinar was held in July and RS and TO spoke. The second one was held the following month, in August which AT and TA spoke. Next Monday GT and TW will be speaking at another one.

RS encouraged the members to catch up online as the webinars are well worth watching and this is a good opportunity to use online services. It is hoped that more webinars can be organised next year. The Chair thanked everyone who was involved.

## 12. REVIEW OF DOCTORAL DEN AT UKIO

### 12.1 The Chair gave an update on the last doctoral den and asked the group for their thoughts. AT, TA, MH1 and RH spoke on method and methodology and agreed that it went very well with good attendance. Ideas for the next one was discussed and the Chair asked the group to send any ideas they have to her, RH or VA. Ideas suggested so far were Dissemination, Funding for PhDs.

***ACTION: GROUP***

## 13. DEPARTMENTAL RESEARCH STRATEGY GUIDE

### 13.1 MH1 took on this work to look at producing a departmental research strategy. MH1 had put out a call for others to assist via Synapse but no response so far as this was during Covid. She will put out another call, as she really need input from the group. Members interested in being part of this is:

- Jenna Tugwell-Allsup
- Daniela Ribeiro
- Prince Gyimah
- Pamela Shuttleworth
- Tracy O'Regan

#### **14. NIHR IMAGING (INCUBATOR) PROPOSAL UPDATE**

- 14.1 TO gave an update to the group. This is an ongoing topic and the group has changed its name to 'NIHR Imaging Proposal'. TO has joined Robert Milner on the workstream. Work is ongoing but slow.

#### **15. CAREERS PROMOTION AND OUTREACH**

- 15.1 Michelle Tyler (MT) was invited to today's meeting to give an update on careers and her role at the SCoR. MT shared slides and asked the group what they know of careers promotion and outreach. She also wanted to know how they got into radiography. Following the presentation MT encouraged the group to share their radiography stories when talking to people. MT will send out slides to be distributed to the group.

***ACTION: MT***

#### **16. ANY OTHER BUSINESS**

- 16.1 TW gave an update on the journal club for students which he worked on with James Marcus. This was very successful and he hopes another one will run this year.
- 16.2 TO encouraged the group to have a look at the live research log on the website, where they can share with other people who want to share their research.
- 16.3 TO updated the group on the AI guidance – The guidance publication has been published. There are only minor updates to the guidance overall, following consultation with various groups. The section that includes suggestions for research remains the same as the draft that was shared with this group.
- 16.4 PP queried the idea that was discussed pre-Covid of looking outside of CoRIPS and felt that it was time to revisit this. RH informed him that SCoR has started some partnership work with Leeds Beckett University for a PhD. SCoR is putting a proportion of the funds. It is hoped that Bournemouth University will be liaising with us soon and more enquiries are coming in. SCoR is open to anyone wanting to partner with them.

16.5 RS was thanked for her time as Chair of the group. She will continue to be Chair of the CoRIPS panel and invited to join the Doctoral Fellowship panel.

## 17. DATE OF FUTURE MEETINGS

17.1 The dates of future meetings have been confirmed as:

- Thursday 3<sup>rd</sup> March 2022
- Tuesday 13<sup>th</sup> September 2022

### Meeting Actions Log

Item No.	Description	Owner	Due Date	Status
3.1	Induction: Following a brief induction to the new member of the group and seeking volunteers for a Vice Chair it was agreed that RH and VA would start this process in the New Year.	RH & VA		
7.1	CoRIPS: A call was made for volunteers to join the CoRIPS panel. Many members interested but RH will put out a message via Synapse to confirm.	RH		
8.1	Student CoRIPS: Following discussion, it was felt that Student CoRIPS needs promotion and an update to get this award back on track for the April round. It was also felt that a working party is needed to move this forward and RS agreed to take the lead on this. RH will also put a message out via Synapse to confirm volunteers.	RH		
8.1.2	It was agreed that TO would invite Nichola Jameson (Student officer) to work alongside us on how we can target students to take up the student award.	TO		
8.1.3	JTA agreed to disseminate the student CoRIPS across North Wales.	JTA		
12	Review of Doctoral Den at UKIO: Following an update on the last doctoral den it was agreed that it went really well with good attendance. RS asked the group to send any ideas they may have for the next one to RH or VA.	Group		
13.	Departmental Research Strategy Guide: MHI reiterated that she needed input and support from the group to assist with this departmental guide. Many members of the group are interested, but she will put out another call.	MHI		
15.	Careers Outreach and Promotion: Michelle Tyler – Outreach officer was invited to the group to give an update on her role at SCoR, which is careers promotion, and outreach, she agreed to distribute the slides she used to the group. She encouraged the group to share their radiography stories when talking to people.	MT		

**Date of Next Meeting:**

- Thursday 3<sup>rd</sup> March 2022 (face to face at SCoR HQ)

**Future Meetings:**

- Tuesday 13<sup>th</sup> September 2022 (virtual)

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

No dates at present.