

University of Cambridge Open Access Project Board

Minutes - 22 November 2017

Meeting held at 14:00-15:40 on Wednesday 22 November 2017
General Board Office, The Old Schools

Present:

- Professor Chris Abell, Pro-Vice-Chancellor for Research (Chair)
- Professor Alan Blackwell, School of Technology (User Needs Committee representative)
- Dr Mark Ferrar, Chief Architect UIS, representing Professor Ian Leslie
- Professor Abby Fowden, Head of the School of the Biological Sciences
- Dr Jessica Gardner, University Librarian and Director of Library Services
- Professor Lindsay Greer, Head of the School of the Physical Sciences
- Dr Peter Hedges, Head of University Research Office
- Dr Danny Kingsley, Head of Scholarly Communication
- Professor Peter Mandler, School of the Humanities and Social Sciences
- Professor Richard Prager, Head of the School of Technology
- Dr Juergen Wastl, Head of Research Information, Research Strategy Office
- Dr Nicholas White, School of Arts and Humanities
- Helen Jones, Research Strategy Analyst, Research Strategy Office (joint Secretary)
- Dr André Sartori, Open Access Finance Adviser, University Library (joint Secretary)

Apologies:

Professor John Danesh, School of Clinical Medicine

Dr Matthew Day, Head of Open and Data Publishing, Cambridge University Press

Professor Duncan Maskell, Senior Pro Vice Chancellor

Declarations of Interest: No new declarations were made.

1. Minutes of previous meeting (7 March 2017) and matters arising – OAPB-78

The draft minutes of the meeting held on 7 March 2017 were approved (OAPB-78). Actions from that meeting were complete or to be discussed during the meeting.

2. Matters arising – report on actions from the last meeting (7 March 2017)

- a) Item 3. Secretary to forward to RPC revised Open Access Publications Policy Framework. RPC noted this paper at the 27 April 2017 meeting. Action complete.
- b) Item 4b. RCUK block grant update addressed in Open Access report (paper OAPB-79). Action complete.
- c) Item 5b. Proposal with various options for research data management training, discussed below at item 5 (paper OAPB-81). Action complete.
- d) Item 5b. Dr Martin Bellamy to share details of the large data storage facility offering with the Office of Scholarly Communication (OSC). The following link with information on the “research cold store” was sent to OSC <http://help.uis.cam.ac.uk/supporting-research/servers-data-storage-and-backup/data-storage/rcs>. Action complete.
- e) Item 6. Secretary to forward to RPC Annual Report of the Project Board. RPC noted this paper at the 27 April 2017 meeting. Action complete.
- f) Item 7. Secretary to forward to RPC updated Project Board Terms of Reference. RPC approved at the 27 April 2017 meeting. Action complete.

3. Open Access Report – OAPB-79

Dr Danny Kingsley highlighted the key points from the Open Access report (OAPB-79).

- a) The Chair noted that by June 2018 lists of items that each Unit of Assessment intend to submit to the next REF will have been compiled. This will allow the establishment of precise figures of compliance to the HEFCE open access policy for these outputs.
- b) The University Librarian noted that now REF decisions on staff and outputs were known, Units of Assessment would need to set their discipline-based strategy for Open Access and REF.
- c) Dr Danny Kingsley explained that a data match between items in the repository and Symplectic Elements has now been completed, allowing Schools and Departments to have more reliable data to generate their own compliance reports.
- d) It was noted that RCUK confirmed payment of part two of the 2017/2018 block grant, totalling £991,209.
- e) The 'unmediated deposits' trial is now in phase two, involving testing a system requiring minimal human intervention, rather than full checks of every paper. 'Unmediated deposits' means taking a managed risk approach to embargo compliance.

4. Research Data Report – OAPB-80

Dr Peter Hedges highlighted the key points of the Research Data Report (OAPB-80).

- a) Dr Marta Busse-Wicher was appointed as the new Research Data Co-ordinator and has been working part time in the role since May with a full time start date of January 2018. Dr Lauren Cadwallader is acting as the Research Data Facility Manager and has been covering the Co-ordinator role in the interim.
- b) The pilot projects of Overleaf and electronic lab notebooks were discussed. It was noted that both tools were viewed differently by different disciplines and therefore it would not be appropriate for a University-level recommendation in either area. It was noted that the discussion of electronic lab notebooks by the OAPB did not imply a position on or intent to make the contents of lab notebooks openly accessible.
- c) Data submissions have increased, with variation across the disciplines/Schools reflecting varying data demands and availability of subject repositories.

5. Proposal for research data management training – OAPB-81

Dr Danny Kingsley highlighted the key points from the proposal for research data management training (OAPB-81). The proposal set out four options for training with varying resource implications. The Board agreed some kind of training was desirable. There was no consensus on the method of delivery, though it was clear that online information would need to be part of the solution. It was agreed that Dr Danny Kingsley should consult with the three co-ordinators of PhD student training programmes and representatives of research degree committees to explore how the training might fit with their current provision.

Action: Dr Danny Kingsley to explore data management training which would fit with training already available and consult with representatives of research degree committees.

6. Risks associated with poor Research Data Management (RDM) – OAPB-82

Dr Peter Hedges highlighted the key points on risks associated with poor RDM from the report prepared by Dr Lauren Cadwallader (OAPB-82). It was noted that risks associated with poor RDM is now on the University Risk Register. The Board agreed that the OSC should bring to the attention of Schools, through appropriate governance bodies, the issue of risks associated with poor RDM.

Action: OSC to draw to the attention of the Schools risks associated with poor research data management.

7. The Office of Scholarly Communication Review and Recommendations – OAPB-83

Dr Jessica Gardner highlighted the key points from the OSC Review (OAPB-83). Particularly relevant was Recommendation 1 – the substitution of the Project Board by an Open Research Working Party. There was a consensus view that there should be College representation on the proposed Working Group.

In response to a request for clarification, Dr Danny Kingsley confirmed that although she was on the UK Scholarly Communications Licence Steering Group there were no plans for Cambridge to sign up.

It was noted that the Project Board would continue in conjunction with the Working Party. The progress of the Working Party would be reported to the next meeting of the Project Board in March 2018 before a decision would be made on the continuation of the Project Board.

8. Report on the progress of requirement to deposit a digital version of PhD theses – OAPB-84

Dr Danny Kingsley highlighted the key points from the report on progress on the requirement to deposit a digital version of PhD theses (OAPB 84). The Project Board noted that appropriate governance was needed to decide if and when theses would be made openly available. The decision to permit open access to a thesis should not be conflated with the requirement to hand in an electronic copy.

9. Items to be referred to Research Policy Committee

The Project Board was asked to confirm whether any items would be taken forward to the Research Policy Committee.

The Chair to feed into RPC the Project Board response to the Office of Scholarly Communication Review and Recommendations.

10. Date of Next Meeting

The next meeting of the Project Board would be 11:00-12:30 Monday 5 March 2018 in The Syndicate Room, The Old Schools.