

# Research

## UPR RE03 version 04.0

### Policies superseded by this document

This document replaces version 03.0 of UPR RE03 with effect from 1 September 2020.

### Summary of significant changes to the previous version

References to the Higher Education Funding Council for England (HEFCE) have been updated.

### Glossary

A glossary of approved University terminology can be found in [UPR GV08](#).

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## 1 Introduction

- 1.1 This document has been approved by the Secretary and Registrar, on behalf of the Vice-Chancellor, with effect from 1 June 2016<sup>1</sup>.
- 1.2 The research policy of the University of Hertfordshire is formulated in recognition of its the academic role, its position within the UK Higher Education sector and its relationship with society as a whole. The policy is also intended as a guide to University management in instances where priorities must be set for allocating resources.
- 1.3 This document deals with research, scholarship and creative work, each of which has the aim of expanding the boundaries of knowledge and underpinning the dissemination of knowledge through publication and teaching.

## 2 Definitions

### 2.1 'Research'

Research is defined as any aspect of a broad range of intellectual and scholarly activity and includes the acquisition, dissemination and application of knowledge, skills and techniques.

- 2.2 Research activity can be distinguished as follows although none is mutually exclusive:

#### 2.2.1 'basic research'

experimental or theoretical work undertaken primarily to acquire new knowledge without any particular application or use in view;

#### 2.2.2 'scholarship'

work which is intended to expand the boundaries of knowledge and understanding within and across the disciplines by the analysis, synthesis and interpretation of ideas and information, making use of rigorous and documented methodology;

#### 2.2.3 'creative work'

the invention and generation of ideas, hypotheses, images, performances or artefacts, including design, in any field of knowledge, leading to the development of new knowledge, understanding or expertise;

#### 2.2.4 'strategic research'

work which is intended to generate new knowledge in an area which has not yet advanced sufficiently to enable specific applications to be identified;

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<sup>1</sup> **Academic Board Minutes** 339, 22 June 94 and 579, 1 October 97.

#### 2.2.5 'applied research'

work which develops or tests existing knowledge and is directed primarily either towards specific practical objectives or towards the evaluation of policies and practices. Work which involves the routine application of established techniques on routine problems is unlikely to constitute research.

### 3 Policy

3.1 The University encourages the active pursuit of excellence in research not only for the advancement of knowledge and understanding but also because of the considerable benefits which such activity has for learning and teaching and the promotion of innovation and creativity

3.2 The University considers that a research culture embodying high academic, ethical and professional standards is essential to maintain a healthy, innovative intellectual environment.

3.3 The University will encourage and facilitate research in a broad range of categories and will encourage interdisciplinary research activity.

3.4 The University requires that the ethical aspects of research be considered wherever research activity is initiated and conducted (see section 4).

#### 3.5 Research staff and students

3.5.1 To encourage the organisation and development of research, the University has established Readerships and Professorships to provide the necessary leadership and has appointed a Pro Vice-Chancellor with specific responsibility for research to lead research activity within the institution. The success of research activity within the University is also dependent upon the enthusiastic participation of a large proportion of the academic staff through the initiation, undertaking and supervision of research work. Consequently, research is one of a range of important criteria for promotion within the University. The titles and functions of research workers are fully described in UPR HR01<sup>2</sup> which is approved by the Academic Board.

3.5.2 The University recognises the importance and value of research study and training at postgraduate level and will seek to recruit postgraduate students in areas of research strength. A healthy research training environment is essential to a research culture and experience of research supervision and training vital to the development of researchers.

#### 3.6 Resources

3.6.1 The University is strongly committed to securing external funding for the support of research (additional to that received from Research England) and will encourage staff to apply for research grants and contracts.

3.6.2 The University will seek to maximise the benefits of resources invested in research.

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<sup>2</sup> HR01 'Approved Titles'

## 4 Research Grant Applications

To ensure that prior to the submission of an application to a funding body, appropriate full costing is undertaken and that the correct approvals are obtained, it is a requirement that all research funding applications are processed via the Research Information System Award Management module within the Research Information System.

## 5 Post-Award Management of Research

- 5.1 In their capacity as Head of Strategic Business Unit (**SBU**), the Dean of School is responsible for providing overall management oversight in relation to any research project for which the School receives research income and is ultimately responsible to the funding body for the delivery of research outputs.
- 5.2 The Principal Investigator is responsible to the Dean of School for the delivery of research outputs and for managing the associated project.
- 5.3 In terms of the financial management of a research project, the Dean of School and the Principal Investigator will be advised, as necessary, by the relevant Finance Manager.

## 6 Research Committee

The Research Committee of the Academic Board is responsible to the Board for the promotion of research. The Committee also has responsibility for the oversight of research activity within the University and will monitor such activity against investment.

## 7 Ethics

- 7.1 Any student or member of the University's staff who initiates or conducts research or is involved in the approval of a research programme is required to consider, from an ethical point of view, the methods and objectives of what is proposed or, where appropriate, the ethical propriety of any proposed contract or agreement involving research.
- 7.2 Should the propriety of accepting certain sources of funding be questioned then the Research Committee of the Academic Board will consider the matter and make recommendations to the Academic Board. In such cases, the decision of the Academic Board will be final.
- 7.3 Where research activity involves the use of human participants, the prior approval of the Ethics Committee for Studies Involving Human Participants of the Academic Board must be sought in accordance with the provisions of UPR RE01<sup>3</sup>.

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<sup>3</sup> UPR RE01 'Studies Involving the Use of Human Participants'

- 7.4 No student or member of staff will be required to become involved in a research project to which they legitimately object on the grounds of conscience.

Sharon Harrison-Barker  
Secretary and Registrar  
Signed: **1 August 2020**

**Alternative format**

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