CULTURE, HERITAGE AND MUSEUMS COMMITTEE

Meeting to be held on

Monday 25 November, at 2.00pm

OVPR Meeting Room (GO1), 2 Taviton Street

AGENDA

Chair: ▮▮▮▮▮▮▮▮

Attendees: ▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮
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UCL Culture: ▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮

Note Taker: ▮▮▮▮▮▮▮▮

Apologies: ▮▮▮▮▮▮▮

Agenda:		Time
1. Chair's Welcome	▮	14.00 – 14.10
2. Minutes/review of the previous meeting	▮	
2.1 Minutes		
2.2 Matters Arising 1-01		

Items for information and discussion:

3. UCL Estates Strategy Review: Opportunities for culture	▮▮	14.10 – 14.30
4. ▮▮▮▮▮▮ Report 1-02	▮	14.30 – 14.40
5. ▮▮▮▮▮▮▮▮▮▮▮▮	▮	14:40 – 14:55
5.1 Report - Paper 1-03		

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6. ███████████████████████   ████   14:55 – 15:10

    6.1 Report - Paper <u>1-04</u>

7. ███████████████████████   ████   15:10 – 15:25

    7.1 Report – Paper <u>1-05</u>

8. AOB   ████   15.25 – 15.30

CULTURE, HERITAGE AND MUSEUMS COMMITTEE

Monday 1st July 2019

<u>DRAFT</u> MINUTES

PRESENT:

In attendance: ███████████████ (notes)

Apologies for absence were received from ████████████████████████████████████ ███████████████████

Key to abbreviations	
ACE	Arts Council England
CAM	Communications and Marketing
CESB	Central Estates Strategy Board
CHMC	Culture, Museums and Heritage Committee
EPSRC	Engineering and Physical Sciences Research Council
F&BA	Finance and Business Affairs
IAS	Institute of Advanced Studies (UCL)
LLDC	London Legacy Development Corporation
MoU	Memorandum of Understanding
OBL	Object Based Learning
OVPA	Office of the Vice Provost (Advancement)
PE	Public Engagement
PEU	Public Engagement Unit
SMT	Provost's Senior Managers Team

1. CHAIR'S WELCOME

1.1 The Committee welcomed ████████████, ██████████████████████████, to his first meeting.

1.2 ████████████ ████████████████████████████████, has stepped down from the committee.

2. MINUTES

Approved

The Minutes of the meeting of the CHMC held on 4 March 2019, circulated previously, were confirmed by the Committee and signed by the Chair.

3. MATTERS ARISING

3.1 The Public Engagement sub committee has 19 confirmed members with broad if not total faculty representation. The first meeting will take place on 5th November 2019.

3.2 ████will follow up with the convenors of the other committees, confirm membership and ensure meeting schedules are in place.

3. UCL COLLECTIONS ACQUISITION

3.1 Acquisition 008/19 Henry Holiday Pencil drawing of female sitter, identified as Hilda Urlin (Hilda Petrie) was approved.

3.2 Acquisition 009/19 Edward Allington *Aphrodite Debased* in Black was approved.

4. UCL CULTURE ENGAGEMENT

4.1 ██████████████████s Report

A <u>report</u> by ████████████. ████████████████, UCL Culture

Reported:

4.1.1 ███ presented her report [CHMC 3-04 (18/19)] to update the committee on the activity within the Engagement team for the period March to June 2019 against the four aims of the UCL Public Engagement Strategy.

4.2 **Aim 1: Enable UCL to become a global leader in listening to communities and engaging with public groups**

4.2.1 The ████████████████ hosted a visit from the ████████████████████ ████████████, University of Melbourne. The discussion was based on approaches to embedding public and community engagement across large and complex institutions.

4.2.2   Members of the Evaluation Team presented at the UK Evaluation Society Annual Evaluation Conference on their approach to embedding evaluation into strategic work.

4.3   Aim 2: Champion a culture of public engagement across UCL

4.3.1   The CHMC Public Engagement Sub-Committee has been established with broad cross-institutional representation. However nominations from the School of Life and Medical Sciences are still needed.

4.3.2   ████████████████ has agreed to chair the sub-committee initially wit ███████ as Deputy Chair.

4.3.3   ██ and ██ met with ███████████ and board member of the UKRI who has agreed to give a steer for the sub-committee and write a forward to the emerging UCL Public and Community Engagement strategy.

4.3.4   █████████ is also C████████████████████████████ ██████ with which UCL is already actively engaged.

4.3.5   The Provost's Public Engagement Awards were held on 15 May where seven awards were presented to people at various career stages, and drawn from across Schools and Faculties. Details of the winners can be found in paper CHMC 3-04 (18/19) Annex B.

4.3.6   At the request of █████████████, ██████████████████████p, ██ and █████████████ ████████████████████████████ ████████ presented at UCL SMT meeting on 19 June on the progress of the Centre and to ask SMT to act as advocates for the Centre's work and future business model.

4.3.7   There was recognition that the Centre could aid UCL in becoming a sector leader in co-production of research.

4.3.8   The Centre's funding from Wellcome Trust ISSF3 ends in September 2021.

4.3.9   It was stated that the applications for large grants are received with short deadlines. It was suggested that a generic statement of what co-production can offer is written so that it can be included in each grant.

ACTION: ████ to send ███two grant applications to give an idea of what is required in the generic statement on co-production.

4.3.10   ██ UCL Culture and UCL Arena, is working to support the development of the Community Engaged Learning Service (CEL) including a focus on UCL East curricula. She ran a workshop with UCL Volunteering to bring together students, teaching fellows and community groups to co-design curriculum content.

4.4   Aim 3: Update on Aim 3: Enable the UCL community to be effective in public engagement activity

4.4.1   ████████reported there has been good cross faculty representation in public engagement activities.

4.4.2   ████████████████████████████████worked with UCL Culture colleagues to host an Edinburgh International Film Festival – Wellcome Funded Ideas Lab to

encourage collaboration between UCL researchers and professional screenwriters. This was hosted at the Pathology Museum, Royal Free Hospital.

4.4.3   UCL Culture actively contributed to this year's UCL Festival of Culture.

4.5   **Aim 4: Put UCL at the centre of London conversations, creating London-wide impact and being a good neighbour**

4.5.1   The Evaluation Team is running a KEIF-funded one off Evaluation Exchange session to involve UCL researchers in the evaluation of Camden Council's pilot Community Champions Programme. The Evaluation Team are also looking at evaluating Camden Council's Citizen's Assembly on Sustainability taking place in autumn 2019 ███████████████ and other UCL academics are also part of this.

4.5.2   It was suggested ███ meet with ████████████████████ ███████████████ ████████ to discuss UCL public engagement and London activities.

ACTION: ████ to meet with ████████████████████████ in his capacity ████████████ ████████████████ to discuss public engagement activities in London.

4.5.3   ██ ████████████. The placement is part of the Newham STEP internship scheme.

4.5.4   The Schools Engagement Team are preparing for the UCL Museums Summer School which brings Year 12 students from outside London to UCL for a week of activities.

4.5.5   It was asked if there are any schemes to take children from London to see UCL activities that are taking place outside of London. This kind of activity is not within the remit of the Engagement team which focuses on schools engagement with UCL's museums and collections.

5.   UCL CULTURE OPERATIONS

5.1   ████████████████ Report

A report by ████████████, █████████████████ UCL Culture.

Reported:

5.1.1   ███ updated the committee on the day to day business of the operations team and thanked the team for their hard work and enthusiasm.

5.2   **Estates Strategy**

5.2.1   We have ensured that the relocation of the Petrie is included in the review of the Estates Strategy. This acknowledges that the current housing of the Petrie Museum is in inappropriate for this internationality significant collection.

5.2.2   ███ stated reported that many universities with less important collections and lower specification theatre spaces have their assets co-located in a single arts centre. Such an arrangement at UCL could many advantages for staff, students and publics. The concept of a UCL Arts and Culture Centre is currently being considered in the context of the Estates Strategy but there are numerous other pressing priorities also identified in the strategy.

5.3   Budget

5.3.1   ██ reported that UCL Culture had been told to make budget efficiencies over and above what had been previously agreed. This was compounded by the introduction of Unitemps which increases theatre casual worker costs by around £15k.

5.3.2   ██ stated that around 75% of UCL Culture's costs are staffing which means there is little room for manoeuvre as the revenue budgets are relatively small. This resulted in some difficult decisions having to be taken to meet the savings target.

5.3.3   ██ reported the decisions made by UCL Culture SMT to mitigate the reduction in funding:

5.3.4   Raising commercial income targets

5.3.5   Reducing various operational budgets across the department

5.3.6   Pausing the paid student engager scheme in the museums

5.3.7   Reducing the number of weeks allocated to research work (Performance Lab) in the theatre

5.3.8   Making non-staffing budgets flat-cash (i.e. no inflation adjustment) for the next three years.

5.4   OBL

5.4.1   ██ reported that the contractors are on site with a completion set for autumn and will come on line in term 2.

5.4.2   ██ and ██ have been working with ███████████ ███████████ ███████████████████, to agree the management and operation of the space.

5.5   Research Ethics Review Policy

5.5.1   The review of the policy is led by OVPR. UCL Collections Management are considering implications on Human Tissues in the college collections.

5.5.2   The UCL human tissues policy was discontinued in 2012. An updated human tissue policy could be included in the reviewed policy.

5.5.3   The committee will be updated as progress is made.

5.6   **NASA Archive and Regional Planetary Image Facility (RPIF)**

5.6.1   ██ reported on the size and importance of the collection from NASA.

5.6.2   The collection had been housed in Earth Sciences, then stored off-site at a cost.

5.6.3   The archive material will be housed in the OBL from October 2019 and will therefore be accessible to staff and students once that facility opens.

5.7   Collections Management Framework

5.7.1   ██ reported that due to two major projects and changes in personnel the work on the framework has not progressed as been hoped.

5.7.2   Once the OBL is open and functioning work on the framework will resume.

ACTION: ███ **to report progress on the Collections Management Framework to CHMC in the 2019/20 term two committee meeting.**

5.8 Current Projects

5.8.1 The Petrie Museum office refurbishment is completed.

5.8.2 The DCMS/Wolfson funded project to deliver and updated entrance to the Petrie Museum and the project timings is progressing as planned.

5.8.3 The Collections Online project is completed. ███ will confirm when it is due to be launched. It will be easily accessible from the UCL homepage under Museums and Collections.

ACTION: ███ **to ensure the launch date is announced in the UCL staff newsletter The Week@.**

5.8.4 There are proposals to redevelop Wilkins Garden Room which will require the relocation of Jeremy Bentham.

5.8.5 Location options will be put out to consultation with academics and students.

5.8.6 It was suggested that a study of the feasibility of selling collections reproductions and merchandise is carried out.

ACTION: ███ **to look at other university models of merchandise and the scope for UCL.**

6. MUSEUMS AND CULTURAL PROGRAMMES

6.1 ████████████████████████████████ Report

A report by ████████ ███████████ UCL Culture

Reported:

6.1.1 ███ continues to cover the interregnum until the ████████████████████ ████████ position is filled.

6.1.2 █████████ joins UCL Culture on 5th August as ███████████████

6.1.3 ████████████████, ████████████████████████y, assisted with this appointment and ███ expressed his thanks for ███████████ time.

6.1.4 The interviews for the Director of Museums and Cultural Programmes were held at the end of June.

6.1.5 The panel was made up of ████████████ ████████████████████ ██ ██████████████████████████████████

6.1.6 The post has been offered to one of the interviews and ███ is currently in contract negotiations

6.1.7 ███ reported that the Petrie Museum has been running smoothly while recruitment for the Head of Petrie Collections has been taking place and is happy with the team's work.

6.2   Public Programming

6.2.1   ████████ ████████████████████████, has been leading the newly constituted Programming team through a period of research as well as delivering significant programmes including the successful reopening of the Bloomsbury Theatre and the launch of Performance Lab, the new model for presenting research through performance which received a positive reception and requests for further collaboration from ████████████.

6.2.2   The Programming team are looking at how the campus can be animated working with academics and researchers.

6.2.3   ████████████ was appointed Head of ████████████ Collections.

6.2.4   ████████ ████████████████████████ is currently on research leave.

6.2.5   The *Ed Allington: In pursuit of sculpture* exhibition in the UCL Art Museum was a great success and the team are now working on the next exhibition *Witnessing Terror.*

6.3 Public Art and Exhibitions

6.3.1   ███ reported that within the 18 months since her arrival, ████████████, ████████ ████████, has worked on three major commissions. The Rachel Whiteread and Craighead and Thompson pieces in the Student Centre and the Donor Wall by Sarah Fortais.

6.3.2   The Donor Wall involved working with OVPA, Slade and UCL Culture. It had a successful launch and is a good example of working with colleagues across UCL.

6.3.3   ████████████ is working with Slade and UCL East colleagues on a competitive poster campaign for construction hoardings.

6.3.4   ████████████ is also working with the UCL East office and academics looking at public art for Pool Street and Marshgate.

6.3.5   A budget for public art has been agreed from the capital programme at less than the originally .05% allocation but there are adequate funds to enble the continued development f public art as part of the ongoing capital programme.

6.3.6   A proforma business case needs to be created, incorporating Section 106, with a section at the beginning ensuring the work is consultative and collaborative.

6.3.7   ███ has been in negotiations with Arts Council England with regard to the loan The Eduardo Paolozzi sculpture *Piscator* that was previously sited outside Euston Station. The proposal is to site the work in the Quad adjacent to the Slade School. Paolozzi is a Slade alum and the loan period will for ten years.

6.3.9   UCL Culture is looking at the potential to engage UCL Conservation students in the preparatory work that will enable the sculptor to be moved.

ACTION: ███ to circulate the fly-through of the UCL East space.

6.4 **Marketing and Communications**

6.4.1 The UCL Culture e-newsletter, created at requested of the committee, is successfully delivered at regular intervals.

7. **AOB**

7.1 The Chair thanked the committee for their input into the meeting.

7.2 The committee will reconvene in term one, 2019/20.

CULTURE, HERITAGE AND MUSEUMS COMMITTEE

Monday 1 July 2019

SUMMARY OF ACTIONS ARISING FROM THE MINUTES

<u>DRAFT</u>

Minute	Action required	Person(s) responsible	Due date
3.2	██ to request the sub committees for the collections not managed by UCL Culture to submit a report to each CHMC meeting.	██	After the sub committees have met.
2.	██ and ██ meet to discuss OBL operations. Subcommittee for OBL to be formed.	████	Before T1 cttee
	██ to meet with ████████████ in his capacity of ████████████) to discuss public engagement activities in London.	██	
4.	██ to send ██ two grant applications to give an idea of what is required in the generic statement on co-production.	████	
5.	██ to report progress on the Collections Management Framework to CHMC in the 2019/20 term two committee meeting.	██	T2 committee meeting
6.	██ to ensure the launch date is announced in The Week@ UCL staff news.	██	TBC
7.	██ o look at other university models of merchandise and the scope for UCL.	██	
8.	██ o circulate the fly-through of the UCL East space.	██	

4. ███████████**s Report**

Summary: This report updates the Committee on the ███████████s activity July 2019 to October 2019.

Action proposed to the Committee: To note the report

Author/Proponent: ███████████████████████, UCL Culture

1. Personnel

   1.1. ████████████████████████
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   1.2. Secondment:████████████████

   Our ███████████████has taken on a short term secondment with █████. This creates significant short term pressures for the team and we have drafted in part time temporary cover so that we are able to deliver on the basics.

   1.3. ████████████████████████
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   ████████████████████████████████.

2. CHMC Sub Committees

   2.1. Two calls have gone out to invite membership of the various groups.

   2.2. The Public Engagement Committee had the most enthusiastic response and has met once. The ██████████████████ will feedback in her report.

   2.3. Nominations for the other proposed committees is patchy in terms of numbers and representation.

   2.4. The Committee convenors will work in the coming months to get their respective committees up and running and have been tasked to convene meetings before the end of term one in the New Year.

3. UCL Culture Strategy

3.1. We are putting the final touches to the UCL Culture 2020 – 2025 which has been signed off by the ███████████████████████████. It will be released in the New Year firstly to CHMC and UCL SMT and our stakeholder group before being circulated more widely.

4. Strategic Operating Plan

4.1. We have completed and submitted our Strategic Operations Plan 2019-2023 and our review meeting is scheduled for the 4th December.

5. External Stakeholder Engagement

5.1. Russell Group – Culture Network

5.1.2 Following a visit to Newcastle University the ███████████████ ███████████ asked th███████████████ to explore the potential of an RG Network for those leading on the delivery of culture and related activities.

5.1.3 The ███████████████ is working with ███████████████ Newcastle University to establish a RG network for those leading on the delivery of culture and related activities.

5.1.4 The ███████████████ co-chaired a meeting at Newcastle with ███████████████ to explore levels of interest for the network where attendees expressed their universal support.

5.2. Global Cultural Districts Network (GCDN) Meeting

5.2.1 The███████████████ attended a meeting of the GCDN in Singapore in September as a representative of the East Bank Partners Strategic Objectives Board.

5.3. Kings Cross Knowledge Quarter

5.3.1 The███████████████ has taken up the role of███████████████ ███████ for the Kings Cross Knowledge Quarter.

5.3.2 In this capacity he has met with a number key KQ/UCL stakeholders and chaired a Breakfast meeting where the Centre for London and London Metropolitan University spoke on the upcoming London 2020 report.

5.4. Global Consortium for the Preservation of Cultural Heritage meeting: Museum Communities and Equity

5.4.1 The ███████████████ represented the President and Provost at a meeting of the consortium in Washington D.C. that looked at the challenges of

museums relationships with communities of origin and between established museums in developed countries and those in developing countries.

5.4.2 The ███████████████led a session at AI and Art Futures symposium an event organised by UCL Innovation and Enterprise in collaboration with UCL academics.

5.4.3 The ████████████ is presenting a paper at the Art of the Lost Conference hosted by Canterbury Cathedral entitled '*Making, Breaking and Remaking: The role of the conservator in creating and losing value'*.

5. Report by the ████████████████████████████████**, UCL Culture**

Summary: This report updates the Committee on activity within the Museums and Cultural Programmes team July 2019 – October 2019

Action proposed to the Committee: To note the report

Author/Proponent: ████████, ██████, Museums and Cultural Programmes

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██ has a three stage plan of research, analysis and strategic planning and implementation to work through with the Museums and Cultural Programmes team. She has met with each member of her team to understand individual skill sets and expertise along with challenges and opportunities.

Summary

The programming team are focusing their energies on Lates to boost engagement figures; the first two Lates events were sold out clearly demonstrating demand amongst the target audience of 18-35yr olds. The team continues to deliver more in-depth experiences, such as the Plinth series that provided an introduction to contemporary sculpture for non-specialists and insights for Slade students.

The redevelopment of the Petrie entrance is progressing well and although there will be disruption in January the museum will reopen in February.

Exhibitions running during this reporting period include:

- Displays of Power: A Natural History of Empire
- Edward Allington: In pursuit of sculpture - Part II
- From Gurob to the Getty
- FLOP: 13 Stories of Failure

The Art Museum has been planning Witnessing Terror: French Revolutionary Prints, 1792-94 which will launch in early January. The Heads of Museums and curatorial staff would like to recognise the work of ████████████ the ██████████████ for his creativity and determination to deliver high quality exhibitions. Flopp the latest exhibition in the Octagon is testimony to this.

Teaching and research access continues to take priority for the museum staff time with over 500 students benefiting from the collections in the Grant Museum alone. The many research collaborations supported at UCL continue to shape the programme from exhibitions to public art.

Exhibitions & Loans

- The Zoology & Science team co-curated exhibition **'Displays of Power: A Natural History of Empire'** at the Grant Museum – includes a film of artist Yomi Sode performing a commissioned poem in response to the exhibition. Private views of ***Displays of Power*** included UCL researchers, the Knowledge Quarter, relevant subject specialist networks, the Art Fund and their Headley Fellows.
- **'FLOP 13 Stories of Failure'** in the Octagon Gallery' was co-created with Thomas Kador on the interpretation, includes a mini podcast series 'Flopcast' to tie in with the exhibition, along with a new family and school activities and a self-led trail.
- 'From Gurob to the Getty: the Voyages of an Ancient Egyptian Ship Model' about the conservation and interpretation of a previously stored wooden ship model which was displayed in the J Paul Getty Museum in early 2018
- Petrie collections featured in exhibition at the British Library, 'Making Your Mark' and in Freud Museum about Freud's interest in Egypt and Egyptomania – 'Freud and Egypt: Between Oedipus and the Sphinx', which is the result of a collaborative research project led by ▮▮▮▮▮▮▮▮▮▮▮, ▮▮▮▮▮▮▮▮▮▮▮▮▮▮ and its Reception at UCL, and contributes directly to REF targets.
- *Edward Allington* refreshed/extended. Movement of works up to Leeds HMI.
- ***Witnessing Terror: French Revolutionary Prints, 1792-94*** opens 14 Jan – collaborative exhibition across multi-HE focuses on the Terror (1792-94), a crucial moment during the French Revolution that provides context for the ways in which images influence how we comprehend acts of political violence
- Loans IN: For *Witnessing Terror,* Institute of Historical Studies and Victoria Miro Gallery
- Loans OUT: Wenceslaus Hollar to National Gallery Prague in November 2019. Dora Carrington (new approval) to IVAM (The Institut Valencià d'Art Modern) July 2020.

Public Programming: ▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮▮ in collaboration across UCL Culture

UCL Culture Lates: is a new strand of cross-disciplinary experiential evening events opening up a target audience of 18-35 year olds to UCL's research, our museums and collections. We have successfully delivered two Lates, both sold out, despite introducing ticket payment and this being a new brand. The first two *Lates* were:

Egyptomania – Petrie Museum of Egyptian Archaeology

- Explored the lure and fascination with ancient Egypt at the turn of the twentieth century referencing the characters of the both Freud and Petrie, their mutual influence, and the possibility that they may have met

F**k Up Night: A Whole World of Failure – Octagon Gallery

- Inspired by the opening of the exhibition *FLOP: Thirteen Stories of Failure* curated by Thomas Kador (Arts & Sciences BASC) which explores the history of failure at UCL across disciplines.
- Joined by ▮▮▮▮▮▮▮▮▮▮▮r of the UCL Biological Anthropology Collection▮▮▮▮▮▮▮▮▮▮ ▮▮▮▮▮ of the UCL Ethnographic Collections
- Hosted by artist Richard DeDomenici with his own take on failure in his art practice

Performance Lab: animates research through performance and turning the Bloomsbury Theatre into a creative laboratory bringing artists and academics together to explore the mutual benefit of collaboration. Through offering seed funds, creative producing expertise and providing professional rehearsal space, *Performance Lab* develops all stages of the process from supporting works-in-progress to artistic commissions that present in Bloomsbury and then beyond, in national tours on the performing arts circuit.

All of Me - Bloomsbury Studio June; July, Summerhall, Edinburgh; September, The Yard, London
- Performer Caroline Horton together with Dr Alexandra Pitman, MRCPsych PhD Senior Clinical Lecturer & Honorary Consultant Psychiatrist, UCL Division of Psychiatry
- Ideas around the care of people who feel suicidal and links to mental health and emotions
- Presented at the Edinburgh Fringe - it received 5 star reviews and sell out audiences
- Toured to The Yard Theatre in London, Norwich Playhouse and Cambridge Junction.

Trigger Warning – Bloomsbury Studio & Camden People's Theatre
- Collaboration to explore psychological and physiological effects of stress and trauma
- Artists Natasha Nixon and Marcello Dos Santos from Eurotrash Theatre explored politics and trigger warnings and "safe spaces" with Professor of Clinical Psychology Chris Brewin
- Presented as part of a three-week festival interrogating no-platforming and the culture of the so-called 'snowflake'.

Performing Health – Bloomsbury Theatre
- 65 delegates attended this symposium for artists and academics exploring methodologies for linking research, live performance and public engagement
- Involved Wellcome funded researchers in discussions on Research Enrichment activity

We, the Young Strong – Bloomsbury Theatre
- A theatre piece produced by Urban Lab in collaboration with Performance Lab, part of Bartlett 100 and written by Nicola Baldwin, UCL Creative Fellow
- Accompanied by a stimulating panel discussion with journalist Aditya Chakrabortty (Senior economics commentator, *The Guardian*), 20th Century British Political History, women's history, and British fascism expert Prof Julie Gottlieb (University of Sheffield) and East End expert historian David Rosenberg.

Other Programming: Activities aimed at a family audience were delivered to coincide with the *Bloomsbury Festival* and *It's All Academic;* both festivals of strategic importance to UCL with opportunities for researchers and students and for public audiences.

Over the Moon: Scientists at UCL's Mullard Space Science Laboratory and interactive theatre company gobbledegook, produced an audio family trail inspired by moon references in our collections

Research Smorgasbord: Public Programming and Public Engagement worked collaboratively to develop 10 early career researchers across disciplines who were trained in engagement and given an opportunity to practice in *It's All Academic festival*.

Plinth 3: this was third in a year-long series of UCL Culture events at the Slade School of Art exploring contemporary sculpture in all its manifestations, coinciding with a number of new public art

commissions on site at UCL. Contemporary artists Gary Stevens (Slade) and Helen Carnac (UCL Artist in Residence) discussed the process and materiality of their diverse respective practices.

International Gibbon Day – Grant Museum of Zoology, was a family-friendly half term celebration with Gibbonologists UCL academics Dr Carolyn Thompson and Professor Helen Chatterjee and Dr Susan Cheyne from Oxford Brooks University, this was an interactive afternoon of talks, gibbon sounds, art activities and storytelling.

Highlights from the Petrie Collection: ████████████████████

As no substantial report was included for the Petrie in the previous session while appointing the Head of Collection, this report contains information for the period February to October 2019.

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████████.

In the absence of a Head of Collection, ████████████ worked hard to successfully maintain the curatorial programme outlined below.

Award: a national sector award given to the Museum for the 2017/18 project 'Papyrus for the People' by the Society for Museum Archaeology. The Judges stated 'great to see a project that incorporated cutting edge research methods using non-destructive analysis.'

DCMS Wolfson 'Petrie Gateway' project: Work to redevelop the Petrie entrance routes and areas including redisplay of the main entrance gallery is well underway.

- Access audit completed to inform the project and our thinking going forward
- Critical friends group with a spectrum of expertise from Eugenics Commission, VocalEyes, Friends of the Petrie, and Egyptian nationals, amongst others.
- Museum closes January to reopen February 2020

Collections Access & Research

- Nature article on research led by ████████████ and associates, using Petrie collections of emmer wheat chaff as a source of genetic data to uncover the history and diversity of ancient cereals
- Term-time loan to PhD student, ████████████ - IoA of Chinese ceramics to research trade relations between Africa, the Middle East and South East Asia 700 years ago
- ██████ responded to nearly 700 curatorial enquiries, leading to 93 research site visits
- Students of the IoA selected items for their exhibition in the AG Levantis Gallery

Collaborations

- ████████████ represented UCL Culture at a number of national and international conferences including ICOM in Japan
- Expert consultation for Sheffield Museum for their Egypt galleries redisplay and for UCL Centre for Integrative Anatomy launch on heritage imaging led by ████████████████
- Supported Arts Emergency placement student
- Representation at UCL conferences highlighting research potential within Petrie collections
- ████████████ presented at the Museums Association conference in Brighton in September as well as the British Museums National Programme conference in November on the subject of Fair Museum Jobs
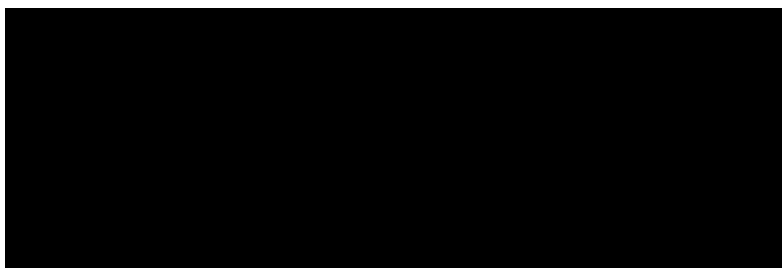
███████████████████████████ Egyptomania drew on the research of █████ ██████ (UCL ██████████ ████████

Zoology and Science Collections: ████████████████████████████████ ████████

Collections Access & Research

- *Millerosteus* fossils were studied for a paper in draft for the *Journal of Vertebrate Palaeontology*
- University of Hong Kong researcher made multiple visits to study Lesotho sauropod material that is unidentified and may be significant type material.
- Research and raising the profile of the Noel heads has been carried out by ████████████ who has also accessioned, catalogued and written several Object of the Week blogs on them – the heads were filmed by Channel 5 and for the work of the poet ████████████
- Summer 2019 ████████████ led an initiative to clean and redisplay all middle and top level cabinets and create new displays in empty cabinets. In total, **700 specimens were cleaned and relocated and 54 specimen were remounted** with commissioned mounts.
- ████████████ took over as the ████████████████████████████████████ ████████████e. She has reviewed requirements and attended the HTA 2019 conference. She has organised a half-day of training for visitor facing colleagues on the HTA, responses to Displays of Power and other sensitive topics.

Teaching Highlights

- Curators ████████████ and ████████████ led sessions at Summer Schools and Induction Weeks
- + Introductory tours for 45 year 10 students from the Reach Out for Healthcare Science work experience summer school in the Pathology Museum – a widening participation scheme
- + 22 HE practicals for 501 students using 411 specimens have been delivered this term

Research, publications and conferences

The team's activity has led to publications and a number of conference attendances. These include:

Meehitiya, L., Sanders, D. & Hohenstein, J. (2019). Life, living and lifelessness in taxidermy in Scheersoi, A. & Tunniclffe, S.L. Natural History Dioramas: Traditional Exhibits for Current Educational Themes - Sociocultural Aspects. Dordrecht:Springer – presented in August by another of the co-authors (Dawn Sanders) at the 13th Conference of the European Science Education Research Association (ESERA).

- Bryant, H., The First Great British Protozoologist – Revisiting Edward Alfred Minchin *The Quekett Journal of Microscopy* Volume 43 Part 5.

- The results of ████████s research into the history of science teaching at UCL as part of a Headley Fellowship sponsored by Art Fund UK will feed into a long-term view of better interpreting the UCL Science Collections with a decolonising approach in mind
- ████████ organised the University Museums Group 'Future of University Museums Workshop Day' at UCL
- ██████ was the conference host for the Museums Association Conference 2019 at Brighton Conference Centre 3-4 October
- ████████ continued to contribute to the Commission of Inquiry into the History of Eugenics at UCL and the UCL Building Naming and Re-naming Committee.

Public Engagement: in September the ████████ worked with the visitor services team to open the Pathology Museum as part of London *Open House* Weekend, welcoming over 300 visitors.

UCL Art Museum Highlights: ████████████████████████

Access & research with the collections - highlights:

- Works by 19th century printmaker CJ Grant, Bindman Collection – ████████████████, for a Tate Britain rehang to include under-represented British artists. Potential loan.
- ████████Korea), documentary film artist – research Charlotte Jennings, Slade alumni, who appears in a photograph with Park's father in Paris from the 1950s.
- ███████████████████████████████) – John Flaxman's artistic legacy. Hermitage holds Flaxman works. Potential loan.
- Artist and researcher ██████████████████████████ for a conference paper, Henry Moore Foundation Allington/Moore Sense and Perception 29 November 2019 at HMI Leeds.

Student experience:

- The project by four **UCL MA students** – ████████████████████████████ and █████ – who researched the **Slade Sculpture Prize**, a 'phantom collection' – as works were not retained by the School, and produced new knowledge about artists, many of them women – is featured in the **North Cloisters**.
- Two students a **placement** History of Art – ████████and former ████████████████ ████████████████ are **assisting with cataloguing** the Bindman Collection – in preparation for the Witnessing Terror exhibition (see below).

Teaching highlights T1:

- Time, Media, Revolution: Art and Politics in France, 1789-1871, History of Art
- Discourses and Practices of International Development, School of Public Policy
- Collections Care and Management: environment, Museum Studies
- Historical Bibliography, Information Studies

Research collaborations:

A bid has submitted by the Slade to **Paul Mellon Centre for Studies in British Art** for curatorial research grant for an in-depth study and digitisation of William Townsend material at UCL, including Townsend material with **UCL Art Museum** that features works by Townsend and fellow Slade students from the late 1920s including tours through Egypt and elsewhere.

Edward Allington Exhibition in UCL Art Museum

Public Art Highlights:

Bouke De Vries - highly respected ceramic artist and conservator
- *A Healing Through Beauty* - permanent artwork, due for completion during 2019, to be installed in the Japanese Garden
- Continued collaboration with Epicentre research group led to his proposal, particularly   whose research explores the Cultural barriers to earthquake preparedness.
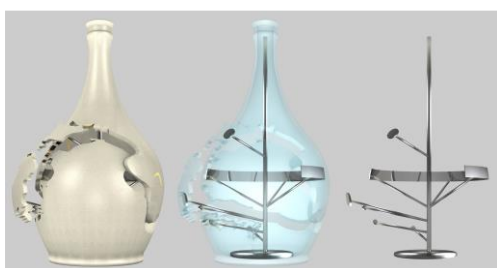
Bouke is exploring the fault lines that ran through society and the tectonic faults that run through the Japanese archipelago responsible for earthquakes and tsunamis

Institute of Neurology / Dementia Research Institute
- Art Group to oversee the development of a commissioning programme has been established
- The first commission – artist (to be appointed 2020) working in collaboration with the architects Hawkins Brown Architects – has been prepared and approved
- Public Art Budget is contributing to Performance Lab to run a programme during 2020

UCL East
- Two Slade students appointed as Artists in Residence to the UCL East Project Team
- Artist appointment to develop an artwork for the main atrium area of Pool Street underway
- City Mill Skate, Research project - cultural engagement through skateboarding - to be part of next Urban Lab Pamphleteer- ongoing development with   and   .

Trellis 2018/2019 (Thanks to   for delivering a fantastic project)
- The Trellis programme was launched 22 October with a well-received exhibition on the QEOP
- Forum with East Bank partners was well attended and the discussion was exceptionally valuable
- Over 1500 visitors saw the exhibition and 120 people attended the launch a highly successful
- Work will continue with funding secured for 2019/2020 from EPSRC and Public Art UCL East.

Communications & Marketing

    is on a secondment to CAM   . Activity in the reporting period included:

- Key campaigns for the Displays of Power, Edward Allington and FLOP:13 stories of Failure exhibitions, and the autumn Lates programme (October event sold out)
- Developing new brand guidelines for UCL Culture

- Continuing work with the Audience Agency to better understand our museum visitors
- Developing the January – March 2020 What's On

The curatorial team have made a wide range of media appearances. ▮▮▮▮▮▮▮ identified a seal skull in The Independent newspaper and talked about the Grant Museum Quagga on 'QI' on BBC2. ▮▮▮▮▮▮ appeared on BBC4 in 'Eugenics: Science's Greatest Scandal'.

▮▮▮▮ and ▮▮▮▮ were also interviewed for the article: 'In London, Natural History Museums Confront Their Colonial Histories': https://www.atlasobscura.com/articles/decolonizing-natural-history-museum

The *Flopp: 13 Stories of Failure* exhibition received an excellent review in *New Scientist*.

6. Report from the ███████████████**, UCL Culture**

Summary: This report updates the committee on activity within the Operations area of UCL Culture.

Action proposed to the Committee: To note the report

Author/Proponent: ████████, ███████████████, UCL Culture

1   **Directorate update**

1.1 The period since the last CHMC report has been a busy one within the operations area. Below I have laid out a simple report from each team as well as additional detail on key projects.

1.2 Together, the Operations staff are considering how we develop as a provider of services to UCL Culture colleagues, academics, students and the wider public. As part of this we are considering how we ensure that we are a responsive service-orientated team delivering professional and high quality services.

1.3 Since the last meeting we have welcomed ███████ to the senior team within Operations (the Operations Management Group). ███████████████████████████████ ██ ██ █████████████████████

2   **Visitor Services**

2.1 The Visitor Services team provide customer facing services in the museums and theatres as well as operating our ticketing service.

2.2 Since the last meeting they have instigated cross-team customer service training for staff and museum volunteers.

2.3 As mentioned in the previous meeting, all casual staff have now been moved to the new Unitemps service. Following our concerns (and no doubt many others) the 8% fee for this service has been reviewed and reduced to 3%. This is obviously an improvement, but still represents a new cost to UCL Culture.

2.4 The team are working closely with colleagues in Finance Division to resolve issues around taking card payments across our venues.

2.5 Museums:

2.5.1   The museum volunteer scheme has been developed (including provision of travel expenses) with further improvements in the pipeline.

2.5.2   We have reviewed the museum opening hours and are planning to make the changes either at Easter or the new academic year. This will see more Saturday opening and changes at the beginning of the week which will

2.5.3   We engaged well with the Open House weekend including activity at the Pathology Museum at the Royal Free Hospital.

2.6 Theatre:

2.6.1   In the theatre a new till system has been installed incorporating more modern sales and stock control and cloud-based data warehousing.

2.6.2   The theatre outer foyer, café and box office have been renovated by Estates over the summer and now provide a significantly more welcoming space for our visitors. All lighting is now more energy efficient. This was a partnership project with the Students' Union.

2.7 Ticketing:

2.7.1   The ticketing service continues to manage all UCL Culture ticketing and other UCL ticketing. In October we also provided (again) the ticketing service to Bloomsbury Festival.

2.7.2   We are working closely with colleagues in legal services around the broader needs of ticketing at UCL. One issue here is the potential weakness of UCL's relationship with services such as Eventbrite, as compared to the service we provide.

3   **Collections Management**

3.1 The Collections Management team includes conservators who work with all our collections and collections management professionals who ensure that we care for our collections to a high standard. The team also facilitates teaching and research particularly from the perspective of physical access to objects.

3.2 Much of the work of this team has been concentrated on preparedness around the OBL lab.

3.3 The team have supported 4 acquisitions and 4 loans (2 international) with 2 more international loans in the pipeline.

3.4 Collections Online (online collections catalogue) continues to be developed following a short delay.

3.5 A number of new policies for supporting the OBL work have been drafted.

3.6 A number of Petrie objects have been rehoused and metal objects have been condition surveyed

3.7 We have hosted an IoA MSc Conservation student placement and the inaugural IoA Conservation bursary student.

3.8 UCL Culture conservators have supported IoA teaching.

3.9 The heavy rain has resulted in a number of leaks and other issues across our various collections facilities. I am pleased to confirm that no damage to collections has occurred, but this is serves a reminder of the problematic estate which UCL Culture occupies.

3.10 ██████████ (████████████████████) presented a paper on *Decolonising Documentation – Reclassifying the Classifying* at the ICOM-CIDOC conference in Japan.

4   **Venue Hire and Bookings**

4.1 The Venue Hire and Bookings team drive our commercial income in terms of both theatre and museum hire. They also manage Student Union activity in our theatres and other internal bookings that are not teaching, research or public programme related.

4.2 Given the financial constraints put upon UCL Culture in the current year this area is key to ensure that we can continue to support UCL activity. The financial targets around hire are challenging. Early indicators suggest that we are on-target in this area.

4.3 Theatre:

4.3.1   Having restarted the theatre business in November 2018 it is pleasing to note that we are experiencing a number of return bookers indicating that we have landed both the provision and fees appropriately in the market.

4.3.2   We supported (for the first time) a week of induction lectures in September.

4.3.3   UCL usage slots in the theatres for the current year are all now full.

4.3.4   Student productions are going well.

4.4 Museums:

4.4.1   We have hosted over 20 events since June. This area of business has benefitted from new policies to ensure the care of the collections.

4.4.2   We are investigating opportunities to further grow income in this area.

5   **Administration and Finance**

5.1 The Administration and Finance team support UCL Culture in terms of HR, administration and Finance, working closely with HR and Finance Divisions. In addition they provide Executive support.

5.2 Finance:

5.2.1   The budgeting and forecasting processes are continuously underway. As part of the process this year the reports being used by budget managers have been updated to provide greater efficiency and richness of data.

5.2.2   Given the tight budgets, an analysis of budgets has been carried out identifying potential savings that can be used strategically, or towards in-year saving requirements from Finance Division.

5.2.3   Finance Division have now required a further saving (in-year) which is proving challenging to meet without further reducing our service provision.

5.3 HR:

5.3.1   Support has been provided to colleagues across UCL Culture relating to HR policies and procedures. Support is also being provided for the transition to Unitemps and the future transition to MyHR.

5.3.2   Our induction processes are being reviewed.

6   Technical Theatre

6.1 The Technical Theatre team ensure that theatre users are safe and that they receive the services they need to put on their events in our theatre spaces. This includes a broad range of skills including lighting, sound, projection, stage management, carpentry, stage engineering systems etc.

6.2 As a result of the outer foyer works, the team had a longer closure period over the summer, this was used to resolve many issues around the building that were still apparent after the significantly reduced period to reoccupy the space in 2018.

6.3 In addition to resolving issues, all equipment was tested and cleaned.

6.4 Despite a number of attempts, the forestage lifts have still not been fully commissioned following their replacement. Estates and the main contractor are working to resolve this – hopefully in early 2020.

6.5 In November, the team provided a week of theatre skills training to the student Stage Crew Society as preparation for the season of student productions.

6.6 The team are also piloting providing some services to the UCL Culture Public Programmes team in venues outside the theatre.

7   Object Based Learning laboratory

7.1 This space was originally scheduled to be handed over in September 2019. However, a delay relating to the visible storage units (for museum objects) pushed this to late October.

7.2 At handover, it became apparent that the storage units had not been installed to the specification. This has further delayed handover – likely to late November.

7.3 At time of writing, we are still waiting on key information to confirm our schedule for getting into the space and installing objects.

7.4 Despite these issues UCL Culture staff are working hard to (at least partially) mitigate the delay:

7.4.1 We have recruited to a new role of Collections Manager (Care and Teaching Facilitation) – this role will manage the OBL lab and the broader team that facilitate teaching in our other collections spaces.

7.4.2 The UCL Science Collection has been returned to the main campus and is being processed in readiness for installation.

7.4.3 The Galton Collection, Support Collection and NASA Archive are also scheduled to be installed in the OBL.

7.4.4 Objects to be moved to OBL from the Petrie Collection, Grant Collection, UCL Art Collection and Pathology Collections have been identified.

7.4.5 Culture colleagues are working with academic colleagues to understand what issues a delay may cause.

7.4.6 We are still hoping to host pilot teaching in term 2, with the service evaluated with academic users by the summer in order to support a full programme from September 2020.

7.4.7 The CHMC Sub-Committee will be formed during the Spring to guide the use of this facility.

8   Venue Management Software

8.1 In the autumn we launched a new system for managing activities across all UCL Culture Spaces. For the first time this single system controls all information relating to events, teaching, research and other uses.

8.2 Now that our schedules have been moved to this system, we are considering other efficiencies and improvements that it could support. For example, the theatre hire contracts will be generated by the system from the new year.

8.3 This system was identified in the TOPS process as a key system for UCL Culture to have.

8.4 Particular thanks to ▮▮▮▮▮▮ ▮▮▮▮▮▮▮▮▮▮▮▮) who has project managed to procurement and deployment of this system.

▮▮▮▮▮▮▮**November 2019**

7. Report by the ███████████████**, UCL Culture**

Summary: This report updates the Committee on activity within the Engagement team Jul 2019 – Oct 2019

Action proposed to the Committee: To note the report

Author/Proponent: ███████████, ███████████████████

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1.   Update on Aim 1: Enable UCL to become a global leader in listening to communities and engaging with public groups

1.1 UCL Culture's Engagement team has co-commissioned with the National Coordinating Centre for Public Engagement (NCCPE) a piece of research designed to deliver a snapshot of national and international HEI sectoral public engagement practice and strategy. The research is structured around three areas examining how national and international HEIs are:

- developing a strong institutional narrative for public and community engagement?
- embedding and transforming engagement practice
- resourcing engagement activity (both staffing and programme delivery)

Thus far we have had 30 respondents (23 national and 7 international to date) and our intention is to use the report findings as an additional tool to ensure that UCL's senior leadership and the CHMC PE subcommittee draw on sectoral insight and up to date knowledge. The ████████████████████ will host a Roundtable event with a subset of respondents at the NCCPE's Engage Conference in Bristol in December, followed by a wider webinar event in December. We aim to circulate the final report by end of January 2020.

2   Update on Aim 2: Champion a culture of public engagement across UCL

2.1 Work is now underway in earnest on the development of the UCL Public and Community Engagement Strategy 2020-2027 in close collaboration with the members of the CHMC Public Engagement Subcommittee. The committee has full Faculty and multiple PS divisions representation. The first meeting was held on 11 November, chaired by ██████████ and was used to a) set the context of the strategy development thus far and clarify the current role and structure of the Engagement team; and b) consult committee members on the roadmap to strategy development and their role within it. Please see separate Minutes (actions only as agreed with Chair) of the CHMC Public and Community Engagement subcommittee meeting (*still in draft format until Chair approval given*). The ████████████████ has committed to circulating a revised draft strategy to subcommittee members pre Christmas alongside specific questions for Faculty consultation and

response by end Jan 2020. The subcommittee will then meet on 25 February for a half day workshop to further refine draft strategy and explore how Faculty and PS colleagues can contribute to its implementation. Committee members were also consulted on draft format of a pilot Annual Faculty Engagement report (see Annex 1) and asked to feedback on its usefulness from a Faculty perspective.

2.2   The UCL Centre for Co-production in Health Research: The Centre is continuing to develop, now in the fourth of five years of Wellcome Trust ISSF3 funding (ending in September 2021). ████ l ████████ has been appointed as ██ ████████████ and will be in post until February 2020. We have also secured commitment from the ████████████████ of the UCLH Biomedical Research Centre for the creation of a Project Coordinator role co-funded by the Engagement Team and ████████████████████████ ████████████ at University College London Hospitals. In July we awarded the second phase of Round 2 Pilot Project Funds (July 2019 to February 2020 - £15K per project):

- Autism Access – Improving access to mental health services
- BAME Voices in Maternity – Strengthening influence in maternity services
- Bridging Gaps – Using peer advocacy to improve access to primary healthcare for women with complex needs
- Hearing Birdsong – A case study in co-production about mild to moderate hearing loss

2.3 The Centre is continuing with its commitment to coproduced working in all areas of its development and we have run in collaboration with our growing internal and external coproducers network three key events: Pilot projects kick off co-creation session, Co-creation and evaluation, Co-creation and learning and development session.

2.4 The Community Engaged Learning Service (CELS): CELS has been bringing together expertise from teams that engage with external partners across the university in order to develop a concrete cross-institutional offering around embedding community engagement into the curriculum, and develop a more detailed understanding of how to work with specific external partners. As an example, the ████████████████████████████████████ working across the Engagement Team, UCL Arena and UCL East teams) ████████████ co-delivered a UCL Arena session with the Schools Engagement Team and also supported with the development of a "How To" Guidance on how to work with schools that complements existing CELS resources (Community Engaged Learning Toolkit and Partnership Development Guidance).

2.5 CELS has now received £8,450k from the Higher Education Innovation Fund. The funding will be used to enable university-community partnerships for curriculum projects (UCL EAST focus) and for curriculum co-design sessions where community partners, students and academic staff will design the key principles on how they want to collaborate on curriculum projects (teaching and assessment).

3   Update on Aim 3: Enable the UCL community to be effective in public engagement activity

3.1 In October 2019, we awarded 8 Beacon Bursary awards details of which can be found below. We awarded a total of £15,524.30, maximum £2k per project▬▬▬▬▬▬▬ ▬▬▬▬▬▬▬▬▬▬ ▬▬▬▬▬▬▬▬▬▬ Bartlett, represented the East Programme Delivery Group on the Beacon Bursary Panel and with her input the panel approved funding for three projects with an East London focus. We will write to East PDG colleagues and East Academic Leads with full details of all fundees once all project leads have satisfied the panel chair with regards to the conditions set. A member of the East PDG/Academic leads or associated colleagues will continue to be represented on our internal funding panels going forwards:

Faculty/area	Applied	Awarded
BEAMS	5	1
SLASH	6	2
IOE	4	1
SLMS	11	4
Total	**26**	**8**
East	7	3

- Series of events promoting and exploring Contraception Choice with hard to reach groups - SLMS, Research Department of Primary Care and Population Health - **EAST**
- Event building collaborations and celebrating neurodiverse artists and researchers in the IoE' – IoE, Centre for Research in Autism and Education (CRAE) part of Psychology and Human Development
- Creation of a patient and public advisory group to feed into departmental strategy – SLMS, Primary Care and Population Health (part of Population Health Sciences)
- Co design of a children's manifesto for spaces – BEAMS, Bartlett School of Planning – **EAST**
- Trans Lives symposium bringing together aspiring trans/non binary writers – SLASH, English Language and Literature
- Visible Vulvas – Artistic Explorations of Living with Vulval Disease – SLMS, UCL Cancer Institute

- Re-framing the dementia narrative in east London – SLMS, Brain Sciences (Division of Psychiatry) – **EAST**
- ' The Green Room play and workshop, Theatre Peckham, inspiring authors of colour' – SLASH, Information Studies

3.2 In July 2019, we awarded 5 Train and Engage grants (maximum £1k per project) to the following PhD student awardees and projects:

- ██
  - ███
    ██████████████████████████
  - ██████████████████████████████████████
  - ███
    ████████
  - ███
    ██████████████████████████████████

4   **Update on Aim 4: Put UCL at the centre of London conversations, creating London-wide impact and being a good neighbour**

4.1 The Evaluation Team are working within Camden on a number of evaluation activities and have developed a strong working relationship with Camden Council. Our strands of work include:

- understanding the context scoping out appetite for Evaluation Exchange in voluntary and community sector in Camden with the Council's Community Partners team;
- embedding evaluation into the Council's Community Champions Programme working with the Public Health and Strategy team;
- evaluating Camden's Citizens' Assembly on the Climate Crisis;
- exploring collaboration between UCL/Camden to develop evaluation framework for the Council social action.

4.2 The Community Engagement team supported the central UCL bid to UKRI for 'Enhancing place-based partnerships in public engagement'. The bid which proposed the development of a 'Young Citizens Atlas for London' plans to explore issues of prosperity, belonging, urban regeneration and identity with young people in east London. It is a partnership between UCL Urban Laboratory, Institute for Global Prosperity, and community partners LivingMaps, Community Links, PoplarHARCA and Hackney Quest. The project builds on two projects funded through engagement team funding streams and aligns with aims for UCL East.

4.3 Trellis: Growing Community University Partnerships: The Trellis Exhibition took place from 19th-27th October 2019; four artworks were displayed on the Queen Elizabeth Olympic Park (QEOP), adjacent to the UCL East Marshgate site. Each artwork was the result of 10 months of knowledge exchange between UCL researchers and artists with a connection to east London. Part of the EPSRC Impact Acceleration Account, the resultant exhibition acted as a celebration of these months of knowledge exchange, and also a chance for visitor to the QEOP to engage with UCL research, and the new UCL East campus development. During the week we worked with 12 park volunteers and saw around 1500 engaged visitors (between 150-200 per day). The private view saw 120 attendees and local partners (East Bank partners, UCL staff, east-London artists, residents and community partners) attended a forum event to explore the future of the programme.

Beyond Sight Within Grasp (Red, Yellow and Blue), 2019. David Rickard and Tony Kenyon Commissioned by UCL Culture and UCL East.

4.4 ███
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███
███████████████████████████████████ we are welcoming two new STEP interns into our team over the coming year.

4.5 The Schools Engagement team has continued to build relationships with East London-based schools through delivery of East London secondary school workshops. Our East London Museums and Schools programme continues to offer a set of object-based workshops developed with academics and run by students or recent graduates. We ran two workshops at the East Summer School at UCL East, using the Petrie Museum and the Ethnographic collections as part of 2 weeks of activities for 350 teens. The final groups were engaged, developing exhibition text and haiku from the object stories they explored. We redeveloped our Year 12 residential summer school to work across collections with contemporary topics such as the science of magic, mental health, and ethics.

Students learnt the skill of storytelling culminating in a performance. Evaluations showed students discovered new subjects they could study at university and increased their ambition to apply. -

4.6 The Schools Engagement team has also continued to build on its excellent broader summer school activity, designed to both increase attainment and diversify the UCL student body. The *It's All in the Mind* Summer School welcomed 30 Year 12 students from across England and Wales who participated in our week long Museum summer school programme. From papyrus at the Petrie to performing on a West End stage, students took part in 15 workshop sessions. The *Being Human* summer school, welcomed a group of Year 8 students who had never visited a university before, let alone UCL, for a week of museums-based interdisciplinary and object-based activity.

CULTURE, HERITAGE AND MUSEUMS PUBLIC AND COMMUNITY ENGAGEMENT SUBCOMMITTEE

Monday 11 November 2019

DRAFT MINUTES

Present: ████████████ *(Chair),* █████████ ███), ███████████████████████
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███████████████████████████████████████

Apologies for absence were received from: ██████████████████████
████████████████████████

OVERALL ACTIONS:

1. The draft Terms of Reference were approved by the committee with one important amendment. Henceforth the subcommittee will be known as the CHMC Public and Community Engagement subcommittee.

ENGAGEMENT TEAM ACTIONS:

2. ██████ to share copies of the presentations shown at the meeting:

   - Context of development and content of UCL Public and Community Engagement Strategy 2020-2027 thus far

   - Overview of Engagement team structure and strategic delivery programme

3. ██████ to circulate the final report of the UPP Foundation Civic University Commission in order to provide context for broader community engagement within the sector (beyond public engagement with research and teaching)

4. ██████ to circulate the draft format of the proposed pilot Annual Faculty Engagement report

5. ███ to share a next stage draft of the UCL Public and Community Engagement Strategy 2020-2027 pre Christmas alongside a brief set of questions around which subcommittee members will provide Faculty feedback by end of January 2020. Key issues for ███ to consider within the next draft:

   - How to establish an overarching narrative (thematic or otherwise) for UCL's priorities relating to public and community engagement

- How to ensure that these priorities are expressed in language which is accessible to all (academic community and our local communities) and that they resonate with both

6. ▉ to extend the Term 2 subcommittee meeting set for 25 February to a half day workshop, facilitated by an external facilitator, to enable all to have the time and space to engage thoroughly with the next stage of strategy development – and how they can contribute to its ultimate implementation.

SUBCOMMITTEE MEMBERS' ACTIONS:

7. Faculty-based Subcommittee members (emphasising that these reports are designed only to provide a snapshot of the engagement activity supported within a particular academic year by the central UCL Culture Engagement team and NOT to represent the fuller range of largely academic-led activity underway) to share the Annual Faculty Engagement report with Faculty leadership teams and elicit responses to following questions.:

   - To what extent is the draft format and content useful to you as Faculty leadership in terms of developing an understanding of how the Engagement team is supporting capacity development and best practice in public and community engagement within your Faculty? (*All suggestions for improvement welcome*)

   - In which of the six vectors would you like the Engagement team to focus in academic year 1920/21? (*Please note that the subcommittee collectively noted that activity within the "Strategy" vector is generally low across Faculties. We would welcome suggestions on how to support Faculty leadership teams in this area*).

Engagement Team UCL Culture

We provide opportunities, resources, support to enable and build capacity for engagement within UCL, encouraging staff and students, at all levels, to be involved. We do this through **6 working objectives**:

Training

⑩We develop and promote informal and formal training, mentoring and development activities to support practitioners (whether academic or support staff, or students) and engagement practice within the institution.

Funding

⑩We provide internal funding and support external grant applications for engagement.

Strategy

⑩We build engagement into UCL's strategic and operational work plans (at institutional, school, faculty, support unit and departmental levels) and into UCL's major projects.

Networks

⑩We coordinate and facilitate engagement practice across UCL, creating and enhancing connections and networks between staff, students, practitioners, funders, external agencies, non-governmental organisations, community groups and others.

Reward & Recognition

⑩We raise the profile and share the learning from engagement activities within UCL, celebrating and recognising the diversity of practice across disciplines.

Creativity & Learning

⑩We encourage innovation and creativity, testing and learning from different methods and approaches to engagement within UCL.

Training

- Four members of staff from the Faculty of Engineering Sciences attended our annual public engagement skills and practice (PESP) training and six PhD students attended our 'Train and Engage' training.
- We delivered specific training on public engagement to 10 early career researchers in Medical Physics and Biomedical Engineering, and an Introduction to Public Engagement talk to 15 post doctoral researcher in Biochemical Engineering.
- Two researchers (a Professor and PhD student) from Electronic and Electrical Engineering were given support and mentoring to be involved in the October 2018 Bloomsbury festival.
- Two PhD students were given guidance and support to participate in It's All Academic festival.

Funding

- Through our small grant schemes we funded two public and community engagements in the Faculty (in STEaPP and Computer Science).
- Funded via the Community Engagement Seed Fund: Future Living Institute a project entitled SOAR: Schools Outreach in Autonomy and Robotics

Strategy

- During 18/19 we trialled a 'departmental focus' pilot, working with the department of Electronic and Electrical Engineering for one year with the aim of creating a sustainable culture of public engagement. The work consisted of scoping and development of opportunities with tailored training. It resulted in a report for the department with recommendations for creating and sustaining a culture of public engagement.

Networks

- A session on Community Engaged Learning was delivered through the Public Engagement Network in May 2019, open to all members of the Faculty.

Reward & Recognition

- Staff from CEGE applied for our Annual Provost's Public Engagement Awards and won the 'team of the year' category.

Creativity & Learning

- A Curriculum Design Workshop was delivered to the Teaching Fellows of the Integrated Engineering Program to support with understanding how to best work with communities as part of the Program.

Building capacity for engagement within Engineering Sciences

Our "EDGE" self-assessment for 2018/19
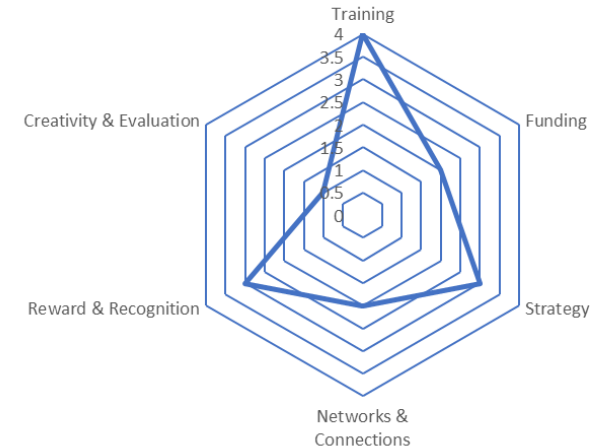
Training

- Four PhD students from the Faculty attended our annual 'Train and Engage' training.
- Find your voice training delivered to 30 MSc students on the Health, Wellbeing and Sustainable Buildings course, to prepare them for their coursework, which is linked to community engagement.
- A talk on UCL's approach to engagement delivered to 30 students on the DPU's Social Development Practice MSc.

Funding

- Three public engagement projects funded via our small grants schemes (1 IGP and 2 BSA).
- Four members of staff from the Faculty attended our annual public engagement skills and practice (PESP) training. One was directly supported to work up an idea they generated, and apply for engaged research funds through Grand Challenges and was successful.
- Funded via the Community Engagement Seed Fund: Future Living Institute a project entitled The Groundbreakers: Exploring the Heritage of Queen Elizabeth Olympic Park

Strategy

- We worked closely with the ██████████████████to encourage the formation of a public engagement working group that may inform a Bartlett specific public engagement strategy.

Networks

- A session on Community Engaged Learning was delivered through the Public Engagement Network in May 2019, and open to all members of the Faculty.

Reward & Recognition

- ☐ Th██████████████y chaired our panel review meeting for our Annual Provost's Public Engagement Awards

Creativity & Learning

- We collaborated with leaders of the DPU's Social Development Practice MSc module to coordinate work of the MSc students examining institutional practices of engagement. This involved brokerage with relevant engagement 'actors' across the university (and their partners) and facilitating networking between individuals.

Building capacity for engagement within the Bartlett

Our "EDGE" self-assessment for 2018/19
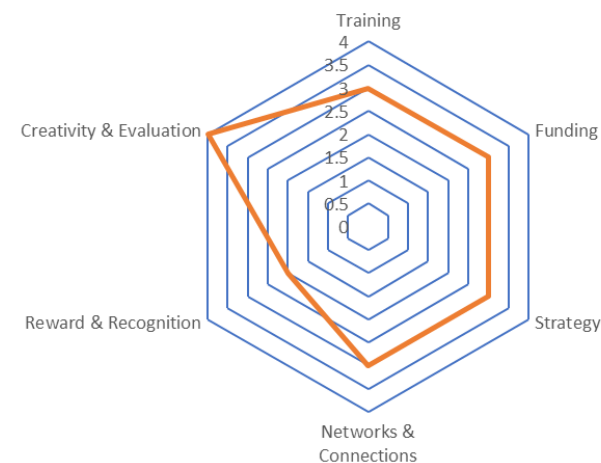
Training

- A one-day public engagement training was designed and delivered to 20 PhD researchers from the Delivering Quantum Technologies CDT.
- Three PhD researchers were directly supported to participate in the It's All Academic festival.
- Two members of staff from the Faculty attended our annual public engagement skills and practice (PESP) training.

Funding

- One public engagement project funded through our Train and Engage small grant scheme (from STS).
- Four PhD students attended 'Train and Engage' training. One went on to successfully apply for 19/20 round of train and engage funding (Space and Climate Physics).

Strategy

- Community Engaged Learning is a theme for the new UCL EAST Programmes and it is embedded into the UCL EAST Curriculum Design Toolkit and PMAP guide.

Networks

- A session on Community Engaged Learning was delivered through the Public Engagement Network in May 2019, and open to all involved.

Reward & Recognition

- ☐ The nominations for our annual Provost's Awards for Public Engagement included representation from the Faculty.

Creativity & Learning

- Support and advice was offered to 25 BEAMs Programme Leaders during 1:1 sessions and Curriculum Design Workshops to enhance their teaching/develop new programmes through community engagement.

Building capacity for engagement within MAPS

Our "EDGE" self-assessment for 2018/19
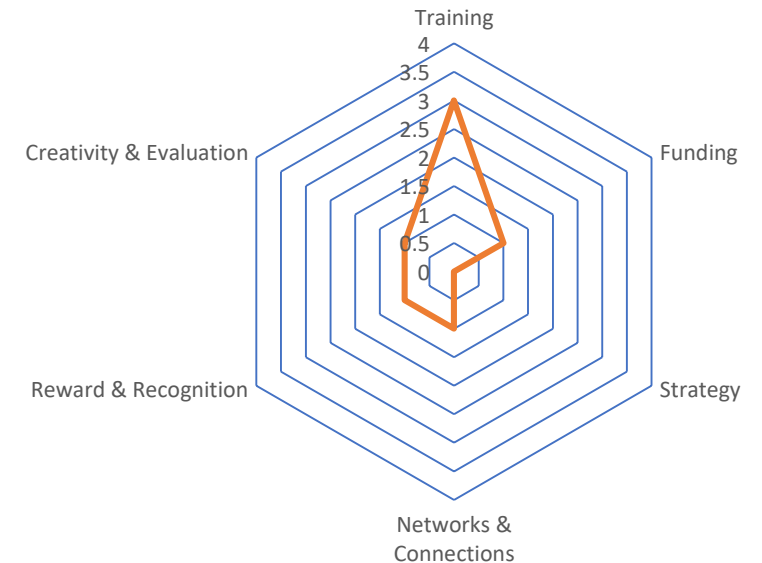
Training

- We collaborated on an Impact seminar specifically for English PhD students (c. 20 people) which included a presentation on public engagement.
- We developed and ran an evaluation and impact seminar for DIS.

Funding

- Working with the MIRRA project, we have provided evaluation support, advised on successful HEIF funding bid, have been a sounding board for project development, advised on AHRC follow on funding.
- Our small grant scheme funded a project in Information Studies, called Creating and finding voices: the role of oral histories and community-led archives in the African diaspora.
- Funded via the Community Engagement Seed Fund: Future Living Institute a Slade School pop-up to prototype the space and teaching methodologies that it seeks to utilise in the Slade foundation course in art and making.

Strategy

- We have provided evaluation and impact related support to the REF impact case studies Englicious and the Henry James Reading Group.

Networks

- Acting as a broker, we worked with ███████████ on the exhibition on Freud and Ancient Egypt at the Freud Museum – we helped this expand into a Petrie partnership and now the first ever UCL Culture Lates.
- With the Tsar and Man & God project we have been broker for connections with UCL Culture, which has included staging of opera. Providing expertise on evaluation and impact focus.

Reward & Recognition

- ☐ ██████████ from English was a speaker at our PEN talking about PE in Academic Career development.

Creativity & Learning

- We have been involved in the UCL Culture Public Art Project with the Slade School of Fine Art to facilitate public art project between UCL academics and east-based communities for conversations on shared interests/concerns.
- We worked on the Ideas Lab project with Edinburgh International film festival Using Pathology Collections as a prompt, fourteen screenwriters and UCL academics explored connections between research, curating, storytelling and science. A researcher from English was one of those who participated.

Building capacity for engagement within A&H

Our "EDGE" self-assessment for 2018/19
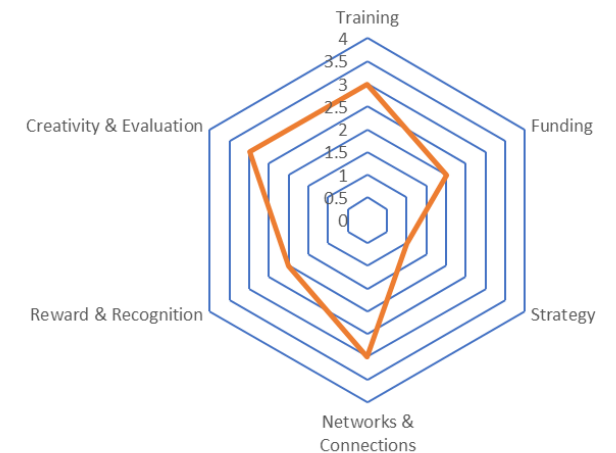
Training

- We gave a talk on public engagement at the IOE Induction to Research (termly event).
- We have provided mentoring around evidence gathering for REF, supporting the Evidence Assistants (PhD students employed to work with Pis) through individual advice training and sitting on interview panels, as well as regular meetings.
- We have worked with Culture, Communication and Media on the Playing Literature project, advising on both evaluation of the project's impact so far, but also next steps for engagement and impact generating activities.

Funding

- Through our small grant schemes we funded Queering the Art Classroom. We also connected the project lead, ███████ with DIS MIRRA project ████████████ who commissioned ███████ to design and facilitate a participatory art installation for MIRRA event.
- We also funded a public engagement project with Social Science.

Strategy

- Member of the Research Engagement and Impact Group
- Working with the Reading for Pleasure Impact Case Study on evaluating the impact of the research and drafting the Impact Case Study.

Networks

- Contributed to the planning and presentation of the IOE's Research for All seminar.

Reward & Recognition

- ☐ We have been supporting and raising the profile of a public engagement project in Psychology and Human Development which involves autistic teens and adults in sleep research.

Creativity & Learning

- ████████████ Public engagement with laryngectomy patients was originally funded in 2017 with our Beacon Bursary Scheme, however in 2019 he was was successful in a seed funding bid from Performance Lab and is developing a performance at Bloomsbury Theatre with laryngectomy patients, jazz group and spoken word performer for May 2020

Building capacity for engagement within the IOE

Our "EDGE" self-assessment for 2018/19
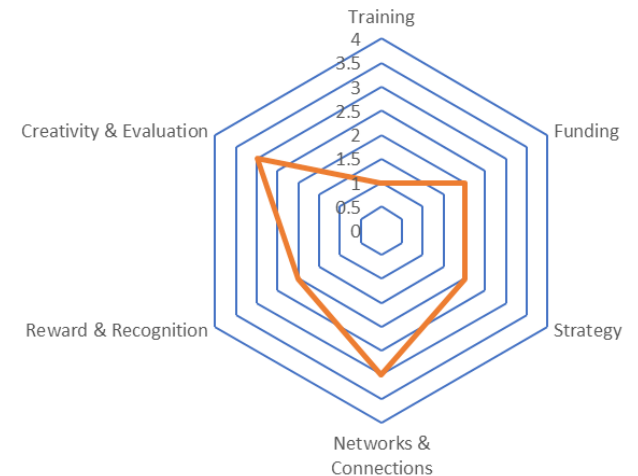
Training

- We have provided support and mentoring around evaluation given to the History department REF impact case study Spellbound exhibition at the Ashmolean.

Funding

- Our small grants schemes have supported a project in Anthropology, which is a Participatory documentary project to support and raise awareness of LGBTQ+ and a project in History on the Women in the Miners' Strike.
- Funded via the Community Engagement Seed Fund: Future Living Institute a set of Connected Environments-Nature Smart Cities 'Living Lab' workshops.

Strategy

- Strategy support working with RICS on REF impact case studies.
- Contributed to Dean's Enterprise and External Engagement Workshop

Networks

- As well as specifically supporting the evaluation, we have been a broker with UCL Culture on the Moving Objects Exhibition and Symposium
- Worked with the Performing the Munich Oswald project, to support an application a successful Performance Lab seed funding opportunity. Now the team are working with UCL Culture.

Reward & Recognition

- ▢ ███████████████ in Geography spoke at our PEN meeting on Academic Careers. He also sat on PE Awards panel after winnin███████████████████award last year.

  ████████████ from Pond Restoration Research Group, Department of Geography won our student engager of the year at our Annual Provost's Awards for Public Engagement, and ███████ from History of Art won our Established Career Award.

Creativity & Innovation

- Working closely with Institute of the Americas on a Festival of Culture event: Engage and Enrage. Co-designed an interactive event with Public Programming ████████, theatre company ZU-UK.

Building capacity for engagement within SHS

Our "EDGE" self-assessment for 2018/19

Training

- We develop and promote informal and formal training, mentoring and development activities to support practitioners (whether academic or support staff, or students) and engagement practice within the institution.

Funding

- We provide internal funding and support external grant applications for engagement.

Strategy

- We build engagement into UCL's strategic and operational work plans (at institutional, school, faculty, support unit and departmental levels) and into UCL's major projects.

Networks

- We coordinate and facilitate engagement practice across UCL, creating and enhancing connections and networks between staff, students, practitioners, funders, external agencies, non-governmental organisations, community groups and others.

Reward & Recognition

- We raise the profile and share the learning from engagement activities within UCL, celebrating and recognising the diversity of practice across disciplines

Creativity & Learning

- We encourage innovation and creativity, testing and learning from different methods and approaches to engagement within UCL.

Building capacity for engagement within SSEES

Our "EDGE" self-assessment for 2018/19

Training

- We develop and promote informal and formal training, mentoring and development activities to support practitioners (whether academic or support staff, or students) and engagement practice within the institution.

Funding

- We provide internal funding and support external grant applications for engagement.

Strategy

- We build engagement into UCL's strategic and operational work plans (at institutional, school, faculty, support unit and departmental levels) and into UCL's major projects.

Networks

- We coordinate and facilitate engagement practice across UCL, creating and enhancing connections and networks between staff, students, practitioners, funders, external agencies, non-governmental organisations, community groups and others.

Reward & Recognition

- We raise the profile and share the learning from engagement activities within UCL, celebrating and recognising the diversity of practice across disciplines

Creativity & Learning

- We encourage innovation and creativity, testing and learning from different methods and approaches to engagement within UCL.

Building capacity for engagement within Laws

Our "EDGE" self-assessment for 2018/19

Training

- We provided support and advise in the strategic planning and evaluation of Neuroscience Open Day.

Funding

- We funded PhD led Train and Engage projects within the Division of Psychology and Language Sciences and the Sainsbury Wellcome Centre for Neural Circuits and Behaviour.

Strategy

- Working with the PPI team we developed content for a REF submission Unit – level.

Networks

- We co-organize the Community of Engager Network Meetings within SLMS (once per term).

Reward & Recognition

- ☐ ██████████ from Institute of Cognitive Neuroscience won a Provost's Award for Public Engagement (in the Professional Services Category).
- ██████████ from Pathway and Marie Curie Palliative Care Research Department, Division of Psychiatry won a Provost's Award for Public Engagement (in the Early Careers Category).

Creativity & Learning

- We worked on the Ideas Lab project with Edinburgh International film festival Using Pathology Collections as a prompt, fourteen screenwriters and UCL academics explored connections between research, curating, storytelling and science.

Building capacity for engagement within Brain Sciences

Our "EDGE" self-assessment for 2018/19
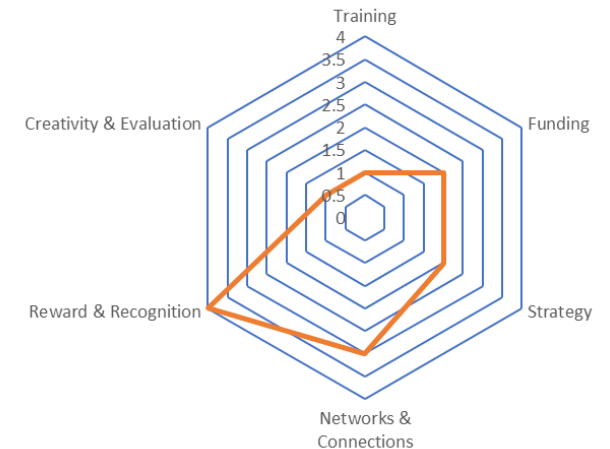
Training

- Curriculum Design Workshop on Community Engaged Learning to the Faculty of Medical Sciences (UG Programmes of Year 1, Division of Medicine) reaching 19 module leaders and staff with teaching responsibilities via the workshop, emails etc. Currently our CEL initiative supports the faculty with embedding community engagement in the final year research projects module for 2019/20.

Funding

- We provide internal funding and support external grant applications for engagement.

Strategy

- We have established a UCL Centre for Co-Production in Health Research.
- We have begun exploring with Medical Sciences Senior Executive Group the potential of establishing an expanded specialist engagement and evaluation service costed into Research Grant applications in order to maximise and accelerate the delivery of research grant impact through best practice public engagement.

Networks

- We co-organize the Community of Engager Network Meetings within SLMS (once per term).

Reward & Recognition

- ☐Advice was given to over 25 academic staff from the Faculty of Medical Sciences on using their collaborations in teaching with external partners towards their HEA Fellowship Application (during a Develop your Application - UCL Arena session).

Creativity & Learning

- We worked on the Ideas Lab project with Edinburgh International film festival Using Pathology Collections as a prompt, fourteen screenwriters and UCL academics explored connections between research, curating, storytelling and science.

Building capacity for engagement within Medical Sciences

Our "EDGE" self-assessment for 2018/19
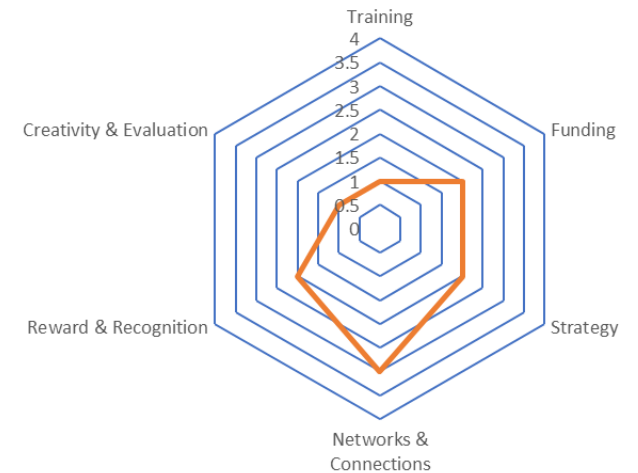
Training

- We develop and promote informal and formal training, mentoring and development activities to support practitioners (whether academic or support staff, or students) and engagement practice within the institution.

Funding

- Funded via the Community Engagement Seed Fund: Future Living Institute a set of Connected Environments-Nature Smart Cities 'Living Lab' workshops.
- Working with researchers in Structural Biology to exploring funding routes for their engagement project – including through our Centre for Co-Production in Health Research

Strategy

- We have established a UCL Centre for Co-Production in Health Research.

Networks

- We co-organize the Community of Engager Network Meetings within SLMS (once per term).

Reward and Recognition

- ☐We raise the profile and share the learning from engagement activities within UCL, celebrating and recognising the diversity of practice across disciplines.

Creativity & Learning

- We worked on the Ideas Lab project with Edinburgh International film festival Using Pathology Collections as a prompt, fourteen screenwriters and UCL academics explored connections between research, curating, storytelling and science. Staff and students from the Faculty contributed.

Building capacity for engagement within Life Sciences

Our "EDGE" self-assessment for 2018/19
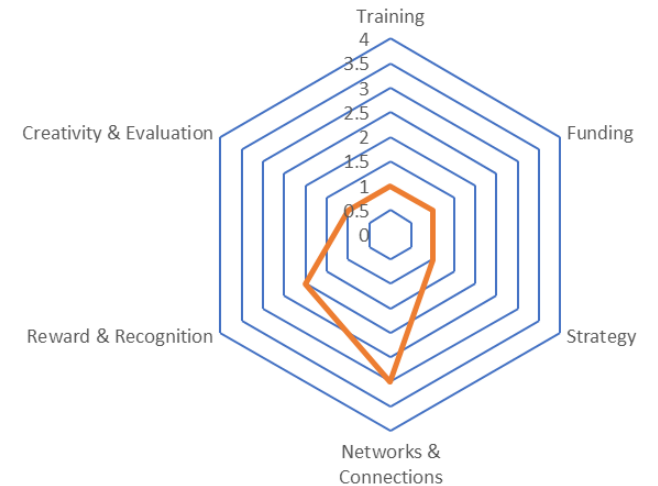
Training

- We delivered specific engagement training to PhD students in the Faculty of Population Health Sciences
- We designed and delivered bespoke public engagement and PPI training to staff at UCL Great Ormond Street Institute of Child Health

Funding

- We funded a Train and Engage project at UCL Great Ormond Street Institute of Child Health
- We funded and are supporting two Beacon Bursary projects within Institute of Epidemiology and Health Care, and one within the Institute for Global Health

Strategy

- We have established a UCL Centre for Co-Production in Health Research.

Networks

- We co-organize the Community of Engager Network Meetings within SLMS (once per term).

Reward & Recognition

- ☐We raise the profile and share the learning from engagement activities within UCL, celebrating and recognising the diversity of practice across disciplines.

Creativity & Learning

- We worked on the Ideas Lab project with Edinburgh International film festival Using Pathology Collections as a prompt, fourteen screenwriters and UCL academics explored connections between research, curating, storytelling and science.

Building capacity for engagement within Population Health Sciences

Our "EDGE" self-assessment for 2018/19