



## Innogen Institute Foundation Document

### **Name and Location**

The official name of the institute will be the “Institute for Innovation Generation”, normally known as the Innogen Institute.

The institute will be located jointly in the School of Social and Political Science at the University of Edinburgh and Development Policy and Practice at the Open University.

### **Mission**

The mission of the Innogen Institute is:

To produce high quality research to support the delivery of innovative impacts that are profitable, safe and societally useful, building on fundamental and applied research in science, medicine and engineering, to deliver social and economic benefits nationally and internationally.

The mission will be achieved through:

- Building and consolidating a new social science meta-discipline to meet the challenges of supporting innovation in the 21st century.
- Developing an integrated programme of research, consultancy, advice and teaching/training, in support of responsible, sustainable innovation that contributes to economic growth in the UK and its regions
- Close collaboration across all three colleges of the University of Edinburgh (Humanities and Social Sciences, Medicine and Veterinary Medicine, and Science and Engineering) to ensure that all our work is optimally informed about scientific and medical developments and the innovation opportunities that arise from them
- Effective collaboration between Innogen Institute staff located in the University of Edinburgh and the Open University, maximising the benefits arising from the skills located in each institution
- Extending our activities to cover a broader range of advanced innovative technologies, as scientific research opens up new opportunities that are relevant to our expertise
- Building our doctoral and masters level teaching and CPD programmes to support researchers and practitioners in industry, academia, policy, regulation and engagement
- Continuing to increase our impact on practice and policy, through documented uptake and use of Innogen Institute research and advice.
- Supporting constructive engagement with stakeholders through effective communication and knowledge exchange.

## Organisation

The Innogen Institute organisational structure will be as follows:

- **Advisory Committee:** Covering both the University of Edinburgh and the Open University, the Advisory Committee membership will be decided in discussion with the Innogen Institute Management Group, and approved by the Steering Committees at the University of Edinburgh and the Open University. The Advisory Committee will comprise up to ten members representing external stakeholders of the Innogen Institute. It will meet once every twelve months and will: discuss and approve the annual report and forward plan for the Institute; and advise on other strategic issues relevant to the Institute's mission.
- **Steering Committees:** Steering Committees will be set up at the University of Edinburgh and the Open University. In the University of Edinburgh the Committee will comprise the Deans of Research (or their nominees) for each College, the Head of the School of Social and Political Sciences (or nominee), the Director and Deputy Director of the Innogen Institute. It will meet once every six months and will advise on key strategic decisions and opportunities relevant to the work of the Innogen Institute. The composition of the Steering Committee to be based at the Open University will be at a similar level, details to be decided by Innogen staff based in the Open University.
- **Management Group:** The Director will be supported by a Deputy Director and they will jointly appoint Co-directors to cover areas of interest to Innogen, including particularly a Co-Director (Knowledge Exchange and Impact). The Director, Deputy Director and Co-Directors will form the Management Group to support the work of the Director in making strategic and operational decisions relevant to the work of the Innogen Institute. They will meet monthly to plan the Innogen programme of work (teaching, research, policy initiatives, publications and communications), and to ensure effective implementation of activities and initiatives.

## Appointment of the Director

The holder of the Chair of Innovation in the Life Sciences will normally be the Director of the Innogen Institute, to be appointed using University of Edinburgh procedures. Changes in Directorial arrangements will be confirmed by Head of HSS College in consultation with the Innogen Steering Group and Management Group and SSPS Head of School.

## Affiliation

Affiliation to the Innogen Institute will be in one of the following categories:

- **Members:** Members will be drawn from permanent faculty or contract-based researchers at the University of Edinburgh and/or the Open University. They will participate in Innogen Institute teaching, research, publications and knowledge exchange, capacity building, and policy and other advice, thereby contributing to a vibrant community. Prospective members will be approved by the Management Group and formally invited to become members.
- **Associates:** Associates will also contribute to a wide range of Innogen activities, although this involvement will be less formal and less regular than for members. They will be drawn from Innogen Institute Visiting Fellows, additional staff at the University of Edinburgh, the Open University and other universities, or policy and practice communities. Associates will be chosen to enhance the Innogen Institute's international and development mandate in a range of disciplines and application contexts.
- **Students:** The Innogen Institute aims to build its community of domestic and international students, to advance, enrich and diversify the work of the Institute. Students supervised by Innogen Members will be expected to be core contributors to the Innogen Institute's

activities, outputs, and culture.

- **Advisers:** Innogen Institute Advisers will be individuals with an interest in the work of the institute and the capacity and skills to make a particular contribution in a specific area. Depending on circumstances they may also be Innogen Institute members.

## Activities

Innogen's future plans will be based on excellence in teaching, in research, and in policy and stakeholder engagement, advice and knowledge exchange.

- **Teaching:** Innogen staff will teach postgraduate students on behalf of the Science, Technology and Innovation Studies PhD programme, and the Innogen-based MSc programme in Management of the Bioeconomy, Innovation and Governance (BIG). We will also extend our teaching to students in the Colleges of Science and Engineering and Medicine and Veterinary Medicine, to students based in other universities and as tailored offerings in continuing professional development.
- **Research:** Innogen will build an innovative programme of fundamental and applied interdisciplinary research based around an evolving set of thematic clusters, including: innovation strategies in advanced innovative technologies; global access to life science developments; and governance, regulation and stakeholder engagement in the innovation context.
- **Policy Engagement and Knowledge Exchange:** Innogen will seek to maximise the contribution of our knowledge, skills and expertise to enhance delivery of innovation that is safe, effective and societally useful for Scotland, the UK and globally. Achieving this will involve engaging with policymakers, regulators and industry stakeholders across relevant sectors, providing evidence-based advice and consultation.

The above core activities will be supported by the following:

- **Innogen Website:** The website ([www.innogen.ac.uk](http://www.innogen.ac.uk)) will be the primary communication tool and main interface between Innogen and its user communities. It will play a vital role in promoting Innogen, its publications, events and activities, and providing information on research projects, workshop presentations, and news items related to Innogen's remit.
- **Engagement Initiatives:** Innogen will: identify policy interaction opportunities at a local, national and international levels; invite key members of policy communities to speak at Innogen events; develop a series of high level policy workshops for civil servants, ministers, executives and regulators; seek opportunities to engage with academic and non-academic audiences at conferences or meetings; disseminate briefing and policy papers.
- **Events:** Innogen will provide an inclusive programme of events throughout the year that effectively engage with the University, our stakeholders and the public. These will include: conferences; debates and symposia; exhibitions; public engagement events; seminars; training events; workshops.

## Impact

As an internationally leading research, consulting and training unit on innovation generation in the life sciences and related areas, we will maximise the contribution of the Innogen Institute's knowledge, ideas, skills and expertise to the benefit of Scotland, the UK and international communities. The Innogen Director and Co-Director (Knowledge Exchange and Impact) will be responsible for delivering the necessary organisational and operational flexibility to meet this objective.

A broad range of communications tools will be adopted to maximise the impact and uptake of our research and engage constructively with: (i) stakeholders and public groups interested in life science-related issues, and (ii) those developing and governing life science and related innovations: government and public bodies; multinational, medium sized and small companies; Scottish and UK Government Departments; UK Research Councils (ESRC, EPSRC, BBSRC, NERC, MRC); Scottish Funding Council; EU level organisations; and US based policy and advisory bodies.

### **Reporting**

Institutes within the College of Humanities and Social Science are required to provide annual and quinquennial reports to the HSS College or a body nominated by the College. The Innogen Institute will submit reports to the Steering Committee and the College of Humanities and Social Sciences.

### **Memorandum of Understanding with the Open University**

A memorandum of understanding has been approved by the University of Edinburgh and the Open University in support of the continued collaboration between the two universities on Innogen Institute activities in 2012-2017. If either university ends this agreement, or decides not to renew the collaboration in 2017, then the Innogen Institute will continue to operate within the University of Edinburgh, pending successful quinquennial review by the College of Humanities and Social Science.

23 November 2014.