

## **RESEARCHER CONCORDAT SUB-COMMITTEE ANNUAL REPORT 2013/14**

### **1 Operational Issues**

- 1.1** The constitution of the Researcher Concordat Sub-Committee (RCSC) was set out in the University's Response to the Researcher Concordat and Action Plan, which was approved by the University Executive Group in July 2012. The membership for the 2013/14 academic session was confirmed at the final sub-committee meeting of 2012/13. There were two changes to the membership from the previous year - Richard Hughes replaced Ann Lyon, and Juliet Hinrichsen replaced Sally Bradley.
- 1.2** Attendance figures for the 2013/14 session are based on the total number of members expected/eligible to attend (13):

Date of Meeting	Number of Attendees	Percentage of Membership
21 Jan 2014	11	85%
3 Jul 2014	9	69%
<b>Average Total</b>	<b>10</b>	<b>77%</b>

### **2 Coverage of Remit and Substantive Business**

- 2.1** The remit of the RCSC is to oversee:
- i. Implementation of the University's Action Plan for The Concordat to Support the Career Development of Researchers
  - ii. Ongoing commitment to the Concordat's principles
  - iii. Monitoring and assessment for the HR Excellence in Research Award
- 2.2** The RCSC systematically reviewed progress against the institutional commitments made in the Concordat Action Plan and ensured all obligations for the 2013/14 session were met.
- 2.3** In terms of broader initiatives to support the Concordat's principles/the career development of researchers, the following have been completed or progressed:

#### **Gap Analysis**

A gap analysis was undertaken against a draft of a new European Commission standards framework for assessing implementation of the Researcher Concordat. The aim of this was to keep the University 'ahead of the curve' with this evolving agenda and ensure that priorities are appropriately aligned with reference to the external context. The gap analysis contributed to a full refresh of the Concordat Action Plan.

#### **Concordat Action Plan Refresh**

The Concordat Action Plan was completely refreshed to reflect the progress made and the changing context in the two years since it was produced. Completed actions have been replaced by more ambitious objectives, so the focus remains on continual enhancement, rather than compliance.

[www.shu.ac.uk/research/ethics/documents/concordat-action-plan-v2.0.pdf](http://www.shu.ac.uk/research/ethics/documents/concordat-action-plan-v2.0.pdf)

#### **Management and Appraisal of Researchers Documents**

The committee produced two documents to support the management and appraisal of researchers - 'Supplementary Prompts for Appraisers of Research-Active Staff' and 'Statement of Expectations for the Management of Research-Active Staff'.

<https://portal.shu.ac.uk/departments/HRD/development/appraisal/academic/Documents/Supplementary%20Prompts%20for%20Appraisers%20of%20Research-Active%20Staff.pdf>

<https://portal.shu.ac.uk/sites/ACPD/rd/SiteAssets/SitePages/Home/Statement%20of%20Expectations%20for%20the%20Management%20of%20Research-Active%20Staff.pdf>

#### Naming Researchers Guidance

The RCSC produced a guidance document on naming individual researchers on grant applications.

[https://staff.shu.ac.uk/enterprise/research/Documents/Final1%20-Naming%20Researchers%20Guidance\\_April%202014.doc](https://staff.shu.ac.uk/enterprise/research/Documents/Final1%20-Naming%20Researchers%20Guidance_April%202014.doc)

#### **2.4 HR Excellence in Research Award**

The HR Excellence in Research Award is due for renewal in January 2015. The RCSC will produce a report on progress-to-date and future plans, which will then be reviewed by an external panel to determine whether the University has met the requirements for retaining its award.

### **3 Performance Indicators and Annual Monitoring**

A researcher development baseline report was produced in 2013, to measure future work against. Retaining the HR Excellence in Research Award in 2014 and 2016, and improving the relevant measures in CROS 2015 and REF 2020 (in comparison with the results for 2013 and 2014 respectively) will provide independent assessment of the performance of the University in this area.

### **4 Summary of Sub-Committee**

The RCSC has taken stock of two years of work and refocused its efforts in response to both the evolving external context and the progress made so far. Several practical guidance documents have been produced and disseminated. Preparations have been made for the January 2015 HR Excellence in Research review, and the committee is confident the University will retain this prestigious award.