

Meeting notes & action points

Title:	The Career Development of Researchers Working Group - CDR WG	
From:	Dr Julie Reeves & Jo James	Date: 18 th December 2017 meeting & 8 th February 2018 CROS briefing

18th December 2018

Attendees: Professor Mandy Fader; Ms Eleonora Gandolfi, Dr Rachel Hale; Dr Shahnaz Ibrahim, Dr Janice Markey, Ms Karen Proctor, Dr Julie Reeves.

Meeting notes:

Introductions & Welcomes: The group welcomed Dr Anne-Sophie Darlington, Dr Rachel Hale and Dr Ioannis Kaparias

1) Actions from previous meeting on 13 July 2017 were reviewed and discussed as follows:

- 1: Governance structure will be revised in new structure and will impact on CDR WG. A proposed new structure will be put on agenda for next CDR WG circulated around the group.
 - NOTED: The CDR WG would report into ED&I, REAG and Associate Deans Research in the new structure.
 - ED&I and CDR WG now working in greater alignment.
- 2: HR was looking at maternity guidance, Alex and Janice also working on this.
 - AP 1 There would be a report on maternity leave policy in February
 - Julie had asked Nicky Weston-Bell for a copy of her excel charts on maternity leave as they would make a useful to turn into an online 'checking system'.
 - NOTED: there was a University wide fund for PGRs on mat leave – however there were still some areas where points of clarification were needed i.e. whatever resources are available need to apply to tenure and untenured staff. See AP 2
- 6: Newsletter had been revamped and sent out to Concordat Champions for distribution
 - NOTE: HR had provided a current contact list of ERE staff to Julie.
- All other actions were closed.

2) Concordat/CROS up-date

CROS: A summary of highlights was reported and briefly discussed. The group would receive a full briefing from Needee Myers and Rosie Sears on 8th February. See notes below.

Concordat: The group was reminded of the review process and May 25th deadline. Faculty Concordat Champions asked to review their action plans, ideally alongside Deans' strategic plans.

3) Discussion: Careers Roadmap

The group looked at the latest version of the Career roadmap for Medicine and agreed it would be useful, especially for appraisers. Group to promote this when fully established. The fact that it points to the next level of possible roles was thought very useful. Future versions would need to be linked to the leadership framework and ensure the UoS nomenclature was incorporated as appropriate. It was suggested that newly promoted staff would make good case studies i.e. what helped them to get

promoted – could be approached in January. All Faculties to be sent link and if local version required to contact Julie.

4 & 5) Faculty, Research Staff, Union and Professional Services reports

4a. Faculty of Business and Law

Shahnaz reported that she started career development and skills development sessions, on Fridays. They were bite sized sessions promoting the skills of staff i.e. teaching fellow guest speakers on using efolio, voice and language, etc. Attendance depended on the session i.e. Voice had 6 people. Shahnaz would keep data - as useful for the review.

4b. Faculty of Engineering and the Environment - No report

4c. Faculty of Health Sciences – Mandy commented on the changes affecting the Faculty. She indicated that in the new structure it would be very important to have the contribution of all Schools. Our implementation work generally needed to include the smaller units, as danger of less consultation if all at the top-level.

4d. Faculty of Humanities – no report

4e. Faculty of Medicine – no report

4f. Faculty of Natural and Environmental Sciences –

Rachel reported that the Dean's roadshows and Dean's Fellows Prize awards had been held within the Faculty. There had been good attendance at all events, including the Heads of the three schools, and a guest speaker at the Prize event.

Rachel was trying to add structure to the events in OES. She welcomed advice and found it useful to hear about Shahnaz's session and would like to hear about other the Faculties – see AP 3. Rachel was trying to get other people interested at OES. For some things, the distance to NOCs was an issue however Rob had gone over for a careers event.

4g. Faculty of Physical Sciences and the Environment - no report

4h. Faculty of Social and Human Sciences – no report

4i. Research Staff representatives – nothing more to report.

5a. UCU – no report.

5b. Equality and Diversity – Janice reported that she had met Julie to discuss greater alignment between the two groups. The University had signed up to the Race Equality Charter. She was pleased to report that we had just submitted and achieved the Disability standard award. These were all important first steps in creating a more inclusive University. Stonewall, Race Equality and Disability work went beyond gender and helped us to become more appreciative and celebratory!

5c. HR – Karen had nothing to add.

5d. International Office – Eleonora reported that there was a lot of funding available – there was a new call and trial; the Global Partnership Awards and was working on Malaysia to open opportunities in the region. Eleonora had sent information and links regarding the Global Partnership awards and other international opportunities to the Faculties, and it had also been included in the newsletter template. She had visited the Faculties of Medicine and Humanities and had receive more applicants from Medicine and hoped to receive more from Humanities next time. Eleonora reminded the group that Erasmus especially provided postdoctoral staff with alternative teaching opportunities – i.e. we had teaching agreements in specific areas that could be for a minimum of 2/3 days but the participant could do research as well. The group considered this an excellent open opportunity for research staff and teaching fellows to add to their skills sets and CVs. She asked the group to publicise the WUN and Erasmus opportunities and to look out for Partnership week (which would run a bit like multidisciplinary week).

5e. Careers Service

Reported on behalf of Rob that he has been engaging with Concordat Champions and Faculties directly. Faculties invited to contact Rob for local sessions

5e. CHEP Julie reported that she and Mandy would review the Action Plan in January and present a paper to UEB on resourcing in March.

6. AOB – Mandy wanted to remind the group to align Faculty Action Plans with Dean's strategy.

NEXT MEETING: on CROS 8th February

CROS Briefing 8th February – Notes by Jo James

Present: Mandy Fader, Jens Madsen (Med), Fiona Woollard, Eleonora Gandolfi, Isobel Stark (but she wasn't meant to be there?), Rachel Hale (OES), Lindy Holden-Dye, Anne-Sophie Darlington, Needee Myers, Rosie Sears, Rob Wood.

Mandy wanted to note the group's condolences to Julie.

CROS Findings

Needee presented the findings, theme by theme. Key issues:

- *Recognition* – integration with the wider community was an issue, with a decline in scoring.
- *Recruitment* – wider inductions were scored as not valuable.
- *Prof Development* – more demand for training than uptake. (JR: look at data)

Needee reported that there was a private benchmarking group (non-Russell Group), which would give access to additional data – she would request to have access to it.

Discussion

A paper had gone to AQSC, and will go to UEB later in the month (Mark and Mandy). Need to flag up the need for resources to support HR Excellence Award, which will fall in the summer when REF submissions are being made.

Re interdisciplinary opportunities – people recalled that there used to be much more going on – e.g. through USRGs and when we had Roberts funding. Lindy mentioned the SMURFs.

Opportunity/expectations/time-factors ... (engagement) ... a tendency to want to be spoon feed?

In Medicine - there is a bit of doom and gloom about research careers in academia, because of lack of progression opportunities. Julie, Jens and ADR are going to meet about this. [DONE we did].

Induction – still 25% not invited/offered. Good practice at SOES – dept/group (line manager). Opportunity for sharing best practice?

The CROS response rate is very disappointing – how can we incentivise? The dataset (for invitation) being correct is an ongoing issue. Needs more forward planning.

The survey is too long – can we feed that back? How many start and then abandon? Humanities (anecdotal) – they feel this survey won't be taken seriously.

Action Point 4: Need to have a 'you said/we did' – promotion and closing the loop – what changed as a result.

Materials could be prepped for Faculties to use.

Action Point 5: Can the survey results be sent out to ECRs (highlight slides) – i.e. the top level messages? How much data can be given out?

NB be careful not to raise expectations that can't be delivered.

CROS data will feed into action plans (Concordat Group/Faculties)

Ask Julie for examples of what we've lost (i.e. in terms of provision).

Usefulness of appraisals – for fixed term contracts (Lindy e.g.s.) Pls not trained to appraise ECRs – need focus group to explore issues.

Action Point 6: A training programme for Pls is definitely still needed. Need to raise with UEB. Resource issues to provide support/training for Pls.

University Restructuring – Mandy is scrutinising JDs for high level roles (e.g. ADR) – flow through with the Concordat issues and HR Excellence – tell them what they need to know and enable engagement, so that they take responsibility to meet obligations.

Lindy – new committee structure – should have postdoc reps on all committees where this will be relevant.

Opportunities/training – CHEP new leadership – should mean things will start to happen.

Eleonora – International opportunities/exchanges – could be made more of?

Funding opportunities for ECRs are routinely circulated in FNES (Lindy). Send info/contact/email to Julie (Rachel will send this to you). Make sure that this good practice is not lost in the new Faculty structure. Important to share embedded good practice.

HR Excellence Review – will be in May (half-way point) – need case-studies for this? (Lindy asked)

Faculties need to update Action Plans, for the web. Send a prompt round for what people need to do – with link for them to check.

Visibility of the info is an issue – and question was raised if Faculties should have the Concordat info on their home pages – or at least sensible links, so that it is easy to find.

The Concordat Working Group is now included in Janice Markey's ED&I Group – to align with Athena Swan. There will be a Concordat Rep to ED&I.

AoB

PGCAP Fiona W raised concerns re PGCAP – that Humanities colleagues were unhappy with the relevance of the content – they would like to see something more tailored – ECRs want to put forward constructive suggestions, there is appetite from Humanities to help develop something, but there is no mechanism for this. Fiona met with James Minnie to discuss this, and then reported to Dave Wheatley – but the comments were not well received – so what to do next?

- Noted that there is Medicine T5(?) which is a tailored provision ...
- Need to have CHEP input to next meeting to get some sense of what is planned/direction for PGCAP.
- Collaborative CHEP model for development of training (with Faculties) – Jo mentioned this.
- Lindy – Directors of Education and ADE should consider ways to innovate in the teaching programme

Maternity Leave Jens – highlighted an issue at Southampton for fixed term contracts – where you only have one short contract of 2 years – there is no pro-rata allowance for mat leave (as exists elsewhere) – you can't fulfil the criteria.

Medicine has a returners fund to apply for 6 months' salary – but awareness is not great.

SOES Academic staff have fund to apply for to keep their research going while on maternity leave – but not available to ECRs. Mandy: this is being looked at across the University.

Mandy: tackle this at ED&I level – for action. Rachel has raised it with Alex Melhuish – he is aware and working on it.

Cost of mat leave – Karen Procter sent data to figure out cost.

Action Point 7: Jens to write up notes of what Medicine has and the issues – and send through to Julie. Share with Concordat Champs.

Actions	To be completed by	Person(s) responsible	Status
1. Report on Maternity leave policy.	Next meeting	Janice and Alex	Outstanding
2. Clarification is needed on the maternity pay/leave for PGR scholarships for EU, and also the status of additional University funding for PGs and staff, but was it available to postdocs and untenured staff?	Next meeting	Karen / Mandy to ask Anne-Marie Sitton Janice and Alex	Outstanding
3. Faculties asked to share their seminar series and professional development programme outlines with Rachel	Next meeting	All – especially Shahnaz, Roeland, and Jens	Outstanding
4. Work on a CROS 2017 ‘You said/we did’ piece for review	By 25 th May	Julie & Mandy	Outstanding
5. Post CROS report and data on WAAR	By 25 th May	Julie	Outstanding
6. Training programme for Pls to be put into UEB paper	Next meeting	Julie & Mandy	DONE
7. Jens to write up notes of what Medicine has for mat.leave, women returners and key issues – and send through to CDR WG via Julie.	Next meeting	Jens	Outstanding

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