**REF OVERSIGHT COMMITTEE**

**Notes and Actions from the Meeting Held on 10 March 2020**

**PRESENT:** Prof Andrew Ball (AB), Prof Dave Taylor (DT), Liz Towns-Andrews (LTA), Tracy Turner (TT), Siobhan Moss (SM) and Kirsty Taylor (KT)

**IN ATTENDANCE:** Deborah Wills (notes)

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|  |  | **ACTIONS** |
| **1.**  1.1  1.2 | **MINUTES OF THE MEETING 24 FEBRUARY 2020 AND MATTERS ARISING**  The minutes were approved.  Item 3 – KT confirmed that 35 outputs currently internally assessed as unclassified have been sent out for external review. |  |
| **2.**  2.1  2.2  2.3  2.4  3.5  3.6 | **MOCK REF 2020 EXERCISE UPDATE**  The next wave identification process has begun, which has been difficult due to the impact of the strike. There are now staff that are confirmed as SRR, who have passed their PhD and have 2\* or above outputs. There are 16 staff that were expected to be included that are not, as they are still to complete their PhD or will not have any 2\* outputs. Further work is required to complete the process for all staff.  Letters clarifying identification status for this wave of staff will be sent out in April, with the opportunity to appeal.  The next round of invitation for individual circumstances declarations is due to start in May.  Deans will be provided with a list of staff that have a PhD award, that are not publishing. They will be able to identify measures that can be put in place to support these staff.  One individual circumstances appeal is ongoing via HR.  It is possible that there are some cases where joint authors in the same UOA may have only one output between them. Mock REF will identify these situations and encourage additional outputs to be submitted to ensure that a minimum of one output per person is identified. |  |
| **4.**  4.1  4.2 | **ANY OTHER BUSINESS**  TT has responded to a consultation relating to the process for complaints against institutions not following their Code of Practice.  The consultation advised that preparations will be made to deal with complaints from individuals that are not being properly managed by their institution. Audit groups will look for systematic issues they could be concerned about. Penalties (remedies) for systematic issues could potentially include intervention for the next REF on how this is run by an institution and also more stringent regulations imposed on QR spend. |  |
| **5.**  5.1 | **NEXT MEETING**  27 April at 1400. |  |