**REF OVERSIGHT COMMITTEE**

**Notes and Actions from the Meeting Held on 27 July 2020**

**PRESENT:** Prof Andrew Ball (AB), Prof Dave Taylor, Tracy Turner (TT), Kirsty Taylor (KT), Deborah Wills (notes)

**APOLOGIES FOR ABSENCE:** Liz Towns-Andrews, Siobhan Moss

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|  |  | **ACTIONS** |
| **1.**  1.1  1.2 | **MINUTES OF THE MEETING 30 JUNE 2020 AND MATTERS ARISING**  The minutes were approved.  Matters arising from the minutes of 30 June:   1. A list of staff with a doctorate but not yet publishing at 2\* will be sent to Deans – KT waiting for a list of leavers then will send to Deans. 2. Action complete – URG discussed Research England Covid-19 mitigation proposals for outputs, impact and environment. | **KT** |
| **2.**  2.1 | **EXTERNAL REVIEW OF RESEARCH OUTPUTS BY UOA**  It was reported that there is a significant difference between UoAs in relation to how many research outputs have been externally reviewed. REFOC agreed that as external reviews are part of the REF Code of Practice, that rather than adopting the approach of accessing each individual’s record on Pure, KT should ask all UoA Co-ordinators to indicate and evidence that they have conducted external reviews. | **KT** |
| **3.**  3.1  3.2 | **UOA 32**  Following discussion it was agreed that Rowan Bailey would be approached to take the vacancy of UoA Co-ordinator for UoA 32.  Additionally, from the end of July, UoA33B Drama will also be without a Co-ordinator although KT has already spoken to the School about the replacement. |  |
| **4.**  4.1 | **ANY OTHER BUSINESS**  The census date for staff is on Friday. KT will start next week the work to finalise identification of new staff since February. The deadline for submission to HESA is the end of September. |  |
| **5.**  5.1 | **DATE OF NEXT MEETING**  20 August 2020 at 1400. |  |