**REF OVERSIGHT COMMITTEE**

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

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

**APOLOGIES FOR ABSENCE:** Prof Dave Taylor

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

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|  |  | **ACTIONS** |
| **1.**  1.1 | **MINUTES OF THE MEETING 10 MARCH 2020 AND MATTERS ARISING**  The minutes were approved. There were no matters arising from the minutes of 10 March. |  |
| **2.**  2.1  2.2  2.3  2.4  2.5  2.6 | **Consideration of changes in identification status**  Changes in terms of IR status were agreed.  Changes in terms of SRR to Not SRR were agreed. Reminded of the requirement for all eligible staff to have at least one nominated output reviewed externally, REFOC agreed that it would be helpful to see a report on external review for all UoAs.  Not SRR to SRR changes – These outcomes included instances where individuals are co-authors on papers 2\* or above other than those they had nominated for themselves and are therefore now identified as SRR.  Expected SRR to not SRR – This highlighted several staff which have a PhD but are not yet publishing at 2\*; a list will be sent to Deans. TT asked for clarification about whether any individuals will be able to publish before December. LTA asked if they have outputs and whether they have been out to external review. KT confirmed the majority of individuals in this list have no outputs and are not expected to be publishing international quality outputs by end December 2020.  Expected SRR to SRR – all agreed.  The forms from 2 UoAs are still being completed; KT will pick these up and circulate when available. | **KT**  **KT**  **KT** |
| **3.**  3.1  3.2  3.3  3.4  3.5 | **MOCK REF**  KT has been working on output attributions and is at various stages with different UoAs. Due to the revised REF deadline, some individuals are presuming individual deadlines have been delayed but KT is chasing any outstanding responses and will finalise output pools and complete GPAs.  The number of FTEs in some UoAs has dropped therefore they will not be required to submit as many ICS.  Impact is in progress with case studies (ICS) currently under review. There are some issues with academics understanding advice they’ve had over the last 12 months and ensuring their ICS will stand up to REF assessment.  LTA will meet with UoAs early-mid May to go through environment statements. REFOC were pleased to note that all UoAs attended the environment statement workshop sessions earlier in the month.  REFOC agreed Mock REF Outcome meetings arranged for mid-June will still go ahead even though the scale of discussions will be less extensive. |  |
| **4.**  4.1  4.2 | **SURVEY ON REF TIMETABLE**  Research England have launched a survey regarding the main revised submission date without necessarily defining other key dates and views on the end date for impact. We have until 7 May to respond to the survey. TT has circulated consultation information to Schools and has received a few responses to consider against a draft University position.  Mitigation for ICS is a factor which would have significant implications. Research England are considering options at this stage without knowing what the future holds but it was agreed our response should determine that there should be no further slippage of deadlines outside of the REF 2021 assessment period (Jan 2014 – Dec 2020). |  |
| **5.**  5.1 | **OUTPUTS SELECTION ANALYSIS**  Assessment on the equality impact of selection of outputs for each UoA will be undertaken. This needs to include assessment of those outputs that were excluded from the final selection to determine other options for submission from the same output pool. Initial work on UoA26 has highlighted what information will be needed to complete the task thoroughly in the summer. |  |
| **6.**  6.1 | **DATE OF NEXT MEETING**  26 May 2020 at 1400. |  |