



ent Researchers
essment report summary for the
Research Award

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Actions identified in 2017 plan	Lead	Timescale identified in 2017 plan	Success measures	Progress comments	Progress
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Concordat Principle 2 - Action Plan

Actions identified in 2017 plan	Lead	Timescale identified in 2017 plan	Success measures	Progress comments	Progress
<p>2.1. Launch of the Concordat to support the Career Development of Researchers; publication of web page providing information to researchers on the institutional approach to implementing the Concordat</p>	<p>Head of Research and Enterprise Services NEW Research Development Manager</p>	<p>July 2017</p>	<p>Awareness of the Concordat and the institutional approach to implementation by academic staff, demonstrated by staff survey responses.</p>		<p>Completed</p>
<p>2.2. The Concordat will be a standing item on the Research and Enterprise Committee agenda, keeping under review the work of the Concordat Implementation group and receiving reports on the updated application plan</p>	<p>Chair of Research and Enterprise Committee</p>	<p>The Research and Enterprise Committee meets biannually and reports to Senate</p>	<p>Embedding of the implementation of the Concordat and support of the career development of researchers within the institutional research and enterprise strategy, demonstrated by minutes, which shows continuous review of the action plan.</p>	<p>The Concordat is also a standing item on the Research Management Committee agenda.</p>	


Actions identified in 2017 plan	Lead	Timescale identified in 2017 plan	Success measures	Progress comments	Progress
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2.5.
 Increased opportunities for staff to engage in research leadership and management training and research project management

Research Development Manager

Two sessions development within R&E Development programme in 2017/18

Concordat Principle 3 - Action Plan

Actions identified in 2017 plan	Lead	Timescale identified in 2017 plan	Success measures	Progress comments	Progress
<p>3.1. <i>Mentoring</i></p> <p>Early career researchers will work with mentors outside their departments who can help support them through their research career at the University of Suffolk.</p>	<p>Research Development Manager</p>	<p>Two workshops in 2017/18</p> <p>Two workshops in 2018/19</p>	<p>Engagement with 40 members of staff (estimated attendance per workshop - 10 participants)</p>	<p>School Research Leads to identify Research Mentors in the School to help and support those requiring mentoring including bid writing, ethics and publications.</p> <p>Reported to the Research Management Group and recorded in ACTUS</p> <p>Numbers of staff in School providing mentorship</p> <p>Staff in Schools being mentored</p> <p>Regular Updates provided at RMG meetings.</p>	

Concordat Principle 4 - Action Plan

Actions identified in 2017 plan	Lead	Timescale identified in 2017 plan	Success Measures	Progress comments	Progress
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Concordat Principle 6 - Action Plan

Actions identified in 2017 plan	Lead	Timescale identified in 2017 plan	Success Measures	Progress comments	Progress
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Additional Actions to the Initial 2 years Plan

Actions identified in 2017 plan	Lead	Timescale identified in 2017 plan	Success Measures	Progress comments
<ul style="list-style-type: none">a. School Plans to be linked to the Research and Scholarly Activity Strategy with clear targets for Research Development and Scholarly Activitiesb. Revise career opportunities for research active staff and implement the Suffolk Academic modelc. Develop clear plan for consideration of potential REF submission including Code of Practice for categorising Staff for potential REF and identification of relevant Units of Assessment				

Actions identified in 2017 plan	Lead	Timescale identified in 2017 plan	Success Measures	Progress comments
Ensure HESA individualised staff return reflect REF requirement around Units of Assessments for eligible Academic Staff	Director of Research Research Development Manager Director of Human Resources	June 2019	HESA reports	In progress
Stakeholder mapping of academics and external partners with similar research interests	Research Development Manager - initial mapping Research Institutes - to develop and support further	December 2019	Online directory of staff interests, current partnerships and potential funding published	In progress
Revise forms and processes	Costing model - Finance and Research Directorate Ethics Form revised and made available online - Ethics Committee Pre-Award process revised and simplified Research Directorate and Finance Post-award process management Research Management Group	End of Oct-draft Nov-finalised Oct-draft Ethics Committee Nov-Finalised 31 October 2018 December 2018	Forms approved and available for use	Completed
Consider the introduction of sabbaticals	Discussion with Research Management Group, HR, Unions, School Deans	December 2019	Minutes of the meetings	In progress
Create a community of research practice with with internal and external speakers sand dedicated online space with RDF, details of lecture series, discussion forums organised by threads of interest	Directorate of Research External Relations Interested staff from Schools	December 2019	Concordat for Engaging Public with Research	Regular Updates provided at RMG meetings

Actions identified in
2017 plan