

CYNLLUN GWEITHREDU CONCORDAT 2011-2013 PRIFYSGOL BANGOR / BANGOR UNIVERSITY - CONCORDAT ACTION PLAN 2011 – 2013

	Aim	Action	Responsibility	Timing	Progress to date
PRINCIPLE 1: RECRUITMENT AND SELECTION					
i	Ensure that recruitment and promotion panels are fully trained in order to recruit excellent staff within an open and transparent process	By September 2012 one member of each panel will be expected to have undertaken recruitment training. By September 2014 all members of a panel will have undertaken recruitment training.	HR	Sept 12	
ii	To develop the probation process to ensure improved monitoring between the related Departments and Colleges	Establish a project team to develop an improved probation system.	HR	Sept 13	
PRINCIPLE 2: RECOGNITION AND VALUE					
i	Ensure all research staff are included in the Performance Development Review Scheme to provide feedback regarding progress and career development	Ensure all managers with responsibilities for research staff are trained to undertake Performance Development Review	HR	On-going	
		Improve monitoring of Performance Development Reviews of research staff through development of an on-line PDR system and improvement of Personal Development Plans	HR	Dec 12	
ii	Provide clear and equitable academic promotion criteria and process	Update promotion criteria for senior academic staff	HR	October 2013	
iii	Ensure the University's Fixed Term Contract Policy addresses the needs of researchers as far as possible	Review Fixed Term Contract Policy.	HR	On-going	
iv	Ensure that there is effective communication between the University and the research community	Develop web site as focus for researcher communication and development.	HR/ADU/ KESS/ RIO	End September 2012	

PRINCIPLE 3 AND 4: SUPPORT AND CAREER DEVELOPMENT					
i	To provide planned and structured process through an HEA accredited CPD framework for academic development that will provide a career development route for all academic roles	<ul style="list-style-type: none"> Establish Aberystwyth-Bangor CPD project group to facilitate inter-institutional review, development and implementation. Commence accreditation discussions with the HEA 	ADU and Aber-Bangor CPD Group	December 2013	
ii	Ensure effective induction for all research staff	Ensure new research staff attend the University's induction programme and the Researcher Induction	HR/RIO	On-going	
iii	Provide comprehensive career development programme for all researchers	Ensure that the Early Researcher Development Programme is linked to the Researcher Development Framework	ADU	Completed	
		Develop a comprehensive Development Programme for all career research grades.	ADU/HR/KESS/RIO	December 2013	
iv	Ensure effective support for researchers through the development of coaching and mentoring support	To consider the development of a coaching and mentoring policy and process to support the CPD Framework	HR/ADU	July 2013	
		Encourage female research staff to engage with Women's University's Mentoring Scheme	HR	July 2012	
v	Provide career and advice and support for research staff	Examine a means of developing existing provision for research staff Become EURAXESS Service Centre	HR/RIO / KESS	December 2012	
vi	Ensure that research managers have the skills and confidence to effectively lead and manage teams	Ensure PI's are included within University initiatives and the University's leadership and management programmes	HR	On-going	
		Encourage participation of research staff in the Welsh Crucible leadership and development programme	KESS	On-going	
vii	Increase training and development through the medium of Welsh for BU staff and Coleg Cenedlaethol staff	<ul style="list-style-type: none"> Support the Coleg Cenedlaethol through provision of workshops on their researcher and early researcher development programme. Contribute to the development of the Welsh medium provision through Coleg Cenedlaethol. 	ADU / HR / KESS	On-going	

PRINCIPLE 5: RESEARCHER RESPONSIBILITIES					
i	The University's expectations are clearly communicated and researchers are aware of their responsibilities	Ensure that these are communicated at recruitment and induction and in the performance development reviews.	HR / RIO/ Colleges	On-going	
ii	Improve consultation with research staff	Establish potential and support for early career and contract research staff networks in the colleges and in the University.	RDCG	On-going	
PRINCIPLE 6: DIVERSITY AND EQUALITY					
i	Ensure that diversity and equality is promoted in all aspects of the recruitment and career management of researchers in the University	Examine if any issues arise from the equality impact assessments relating to monitoring of the Concordat	RDCG	On-going	
		Ensure diversity and equality issues are reinforced within the CPD Framework.	HR/ADU	On-going	
		Ensure all research staff and early career research staff are included within the University's broader training initiatives in this area	Colleges	On-going	
		Develop Athena SWAN equality action plan in the SET Colleges.	HR	Completed	
		Arrange Women in Science conference to raise awareness of women's careers in science	HR	Completed	
		Apply for the Athena SWAN Bronze award in 2011	HR	Completed	
		Consider the impact of the change of the normal retirement age on grant applications and employment beyond normal retirement age to ensure fair decisions	HR	Completed	

PRINCIPLE 7: IMPLEMENTATION AND REVIEW					
i	Implement and monitor progress of the Concordat Action Plan with relevant stakeholders	<ul style="list-style-type: none"> Ensure that the Researcher Development and Concordat Group monitor progress of the Concordat Action Plan and communicate progress to the Research Strategy Task Group and the Teaching and Learning Task Group on an annual basis. Hold consultation exercise on an annual basis regarding the Action Plan with researchers in the Colleges 	RDCG / HR	On-going	
		Ensure consultation with PVC Research and Enterprise and Executive to address the requirements of the University Research Strategy	RDCG	On-going	
		Consult regarding progress towards the implementation of the Principles with UCU and review the Concordat with UCU on an annual basis	RDCG	On-going	
		Review outcomes of Researcher Development Survey	RDCG	March 2012	
		Review researcher views and implementation process through the University Staff Survey	RDCG	June 2012	
		ADU representatives and KESS managers are active in Vitae Networks and share best practice within the University	KESS/ADU	On-going	

Glossary of Terms

Aber-Bangor CPD Group – a group established to develop the joint CPD plan in both Aberystwyth and Bangor Universities

ADU – Academic Development Unit

Coleg Cenedlaethol – All Wales Welsh Language HE College

CROS – Careers in Research On-line Survey

HR – Human Resources

PI's – Principal Investigators

RDCG – Researcher Development and Concordat Group

RIO – Research and Innovation Office

SET – Science, Engineering and Technology

KESS – Knowledge Economy and Skills Scholarships

PIRLS – Principle Investigators and Research Leaders Survey

UCU – University and College Union