

# RESEARCH STAFF FORUM (RSF)

## MONDAY 15 MARCH 2021, 14.30 –16.00

### MS Teams

#### Chair: Anna Chapman

#### Meeting Notes

### 1. ATTENDEES:

Lydia Adigun (WMG), Jane Bryan (Law), Anna Chapman (OD, Chair), Manus Conaghan (OD), Jane Cooper (OD), Dan Fowler (WMG), Thomas Grandjean (WMG), Corinna Grindle (CEDAR), Erik Kampert (WMG), Emma Langley (Education Studies), Justine Person (HR), Julie Robinson (Library), Jessica Savage (Sustainable Development).

### 2. DEPARTMENTAL INTRODUCTIONS AND UPDATES

We welcomed some new members to the Research Staff Forum and heard how difficult it is to have joined the University or moved to a new role within the University during remote working. As discussed in previous RSF meetings, we heard how it is challenging for research active colleagues to meet and network with other researchers within the University during remote working. Online conferences and events do not afford the same opportunities as in-person events and there remains the sense that we are missing human contact and connections.

#### Departmental updates included:

##### WMG:

- WMG produced an online collage for International Women's Day to celebrate and highlight women who work in STEM subjects.
- WMG is encouraging more informal/social interactions and is trialling the use of Microsoft Yammer to support this.
- There is a WMG Associate Professor Lecture Series in which colleagues within the department talk about their research. Any WMG research groups can attend and the aim is to bring the WMG research community together.

##### CEDAR:

- Like WMG, CEDAR is also trying to enable colleagues to have more informal and social interactions and there are a number of initiatives in place to support this.
- Emma Langley said that she and another colleague had been made Fellows of the Institute of Engagement. The role is to raise engagement and connect with the local community. There are several learning circles focusing on different areas of engagement.
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### 3. UPDATES FROM SUPPORT REPS

#### HR Update – Justine Pearson

- Additional annual leave: The University has granted four days' additional annual leave during the Easter period. Part time staff need to book the hours off on the HR system. There are instructions and guidance available on the [University webpages](#).
- Furlough Scheme: UEB have approved continuation of furlough and topping up salaries to 100% until the end of April.
- Recruitment of international staff: guidance will be published in the next few weeks.

- Return to campus: It is important that we take note of the latest University guidance which is published on the university webpages.

### **Library Update – Julie Robinson**

- Library access: The Library building is now open for those who wish to browse and study. The BioMed Grid and Rootes Grid are open, however study spaces are for essential use for students who are unable to study at home or who have a wellbeing or other specific requirement. The click and collect service is still running. [More information is available here.](#)
- UKRI block grant: The grant is completely spent for this year. There are a number of transformative agreements in place which means that some authors can publish via open access at no cost. There will be information on this soon in the Library webpages.
- REF: Library colleagues are making last minute changes to the REF. The submission will be sent at the end of this month.
- Warwick University Press: This is going very well. Currently there are 4 journals published and this could be doubled in the near future.
- Publishing Bootcamp: The Library is looking to run a Publishing Bootcamp before the start of term 3. This will be communicated via the Organisational Development webpages.
- GALE Digital Scholar Lab: The Library has organised a demo of the GALE Digital Scholar Lab. This streamlines the process of interrogating, cleaning and organising data for historical archival content for those in the digital humanities field.

### **Organisational Development – Anna Chapman**

- Mentoring Scheme: The new Mentoring Scheme has been launched and is open to all colleagues as mentor and/or mentee. There is no required grade or level to be a mentor; anyone can apply and go through the training. We need mentors who have research experience as often requests are received from research active colleagues requiring a mentor. Please promote the Scheme within your department and team. [More information is available here.](#)
- Research Career Case Studies: We require career case studies from research active colleagues particularly in relation to:
  - Returning from maternity/paternity/ adoption leave/ career break and working flexibly.
  - Making the transition from industry to academia.The purpose of the case studies is to support our HR Excellence in Research submission and to promote awareness of these opportunities amongst our research community. If you know of anyone who may be able to provide a case study please forward the information to them (see attached document).
- Leadership Essentials Programme: This is a 5-day leadership development programme for anyone who is leading or managing staff. A cohort commences on 28<sup>th</sup> April which is specifically for research active colleagues. Content will be focussed on the particular requirements of colleagues who lead and manage within a research context. There are a few spaces remaining, please promote within your department and team. [More information is available here.](#)

### **Researcher Development Needs – Manus Conaghan**

Manus explained that he is leading a piece of work to design a career development framework for Early Career Researchers, those in grades FA6 and 7. This will align with the requirements of the Concordat.

Manus wishes to co-create the framework with research active colleagues and aims to recognise the excellent research career development practices that are already taking place within the University. Manus would like to use the RSF to:

- Be a sounding board for general feedback and sense-checking.
- Involve volunteers who can help review the outputs produced by Organisational Development and to collaborate in its design and content.

Anna suggested that Manus has a regular slot in future RSF agendas.

#### **4. AOB**

##### **Career Support Scheme**

There is a new Career support Scheme to help individuals to mitigate the effect of additional COVID 19 related caring responsibilities or other circumstances that have limited productivity. See [link](#) for further details.

#### **5. DATE OF NEXT MEETING**

Tuesday 27 April 2021, 13.00 – 14.30, MS Teams