

**MINUTES OF MEETING
of the
STRATEGY COMMITTEE
held on
Friday, 16 March 2012
2:00 pm – 4:00 pm
Turing Room**

Present:

Dave Robertson (Chair), Jim Bednar, Liz Elliot, Jacques Fleuriot, Christopher Geib, Jane Hillston, Steve Renals, George Ross, Alan Smaill, Perdita Stevens, Chris Williams

Apologies: Mike O'Boyle, Barbara Webb

Attending: Stephen Gilmore, Phil Wadler

AGENDA ITEMS

Dave confirmed that this meeting would specifically address the REF and that the Minutes of the 22 February 2012 meeting would be reviewed at the next meeting.

Stephen presented an overview of the REF. The overview included the various requirements and confirmed the weighting of research impact (research outputs = 65%; impact = 20%; environment = 15%).

Stephen had given a talk about the REF at the LFCS lab lunch and is willing to talk to other groups. Bonnie Webber is on the panel and could be a source for additional information/to answers queries.

REF1

There was discussion as to who is, and is not, eligible to be included in the REF. Only a small number of research staff who are not on the academic staff will be classified, in REF terms, as "independent researchers" but we should look across all research staff at Grade 8 or above who might conceivably be so classified.

Action

PIs should review their RAs

REF2

The REF panel (Computer Science and Informatics) will examine the papers for originality, significance and rigour. Stephen encouraged people to use the one hundred words to relate something which cannot easily be learned from reading the paper (ie, what the paper allowed you to do or what happened next). Stephen showed examples of one hundred words. It was pointed out that a textbook may not be 'research'; also there needs to be clarification about work done in the previous REF period and how much 'improvement' there has been since then.

Action

DR to send a reminder about submitting four REF papers and 100 word statements

ITEM 1 – REF3, IMPACT TEMPLATE AND CASE STUDIES

REF3

The REF period for publications is 1 January 1993 to 31 December 2013; impact should be achieved between 1 January 2008 and 31 July 2013. The number of Impact Case Studies is according to the number of Category A staff. The strategy for managing the Impact Case Study delivery was explained.

Action

DoIs to identify additional Case Studies (research of at least 2* quality in the period)

Action

Stephen to email DoIs a template of a structure for writing impact statements

REF4

Items include a) doctoral degrees, b) research income, and c) research income in kind. This is basically an admin task.

ITEM 2 – REF5, ENVIRONMENT TEMPLATE

REF5

People are encouraged to speak to the vitality and sustainability of the environment.

Action

DoIs to contact previous DoIs for information about 2008 RAE

Action

DR to send DoIs the Strategy that was submitted in 2008

ITEM 3 – DATE OF NEXT MEETING

The next meeting will be on Wednesday, 25 April 2012 at 2:00 pm in the Turing Room.