

## BANGOR UNIVERSITY - CONCORDAT ACTION PLAN 2014 – 2016

	Aim	Progress from 2012 -2014	Action identified for 2014-2016	Resp.	Date	Progress 2014- 2016
PRINCIPLE 1: RECRUITMENT AND SELECTION						
i	Ensure that recruitment process is effective and panels are fully trained in order to recruit excellent staff within an open and transparent process	As part of introduction of an electronic recruitment system the system now includes: A questionnaire to ask staff regarding their opinion of their experience of the recruitment and induction process. A new Recruitment Guide has been produced for all staff involved in recruitment.	<ol style="list-style-type: none"> <li>1. Ensure all Chairs of recruitment panels have attended the appropriate training by July 2015.</li> <li>2. Use the recruitment survey that is sent to all new staff to establish if improvements to the process can be improved for researchers by comparing their level of satisfaction with the process to other staff groups. Take action if specific issues are reported.</li> </ol>	HR	Achieved	<ol style="list-style-type: none"> <li>1. 30 academic Chairs of Panels have attended this course to date and as from September</li> </ol>



PRINCIPLE 3 AND 4: SUPPORT AND CAREER DEVELOPMENT						
i	Provide planned and structured process for academic development that provides a career development route for all academic roles	In the CROS survey 61% of staff noted that they have a clear development plan. Aberystwyth-Bangor CPD Framework for Academic Development to support teaching and the support of learning has been developed, agreed and implemented across both institutions. This will support researchers with teaching responsibilities and provide them with a teaching qualification which will support their overall career development. Developed Code of Practice for Graduate Teaching Assistants.	<ol style="list-style-type: none"> <li>1. Create an academic career development guide for staff to ensure that they are aware of the University's expectations and the support available to them.</li> <li>2. Fully implement the Aberystwyth- Bangor CPD (T&amp;L) Framework. The Aber-Bangor CPD (T&amp;L) Framework will be submitted to HEA for accreditation at the end of May. An implementation plan will be discussed at the CPD (T&amp;L) Steering Group in May.</li> <li>3. Develop a researcher development website to ensure central location and ease of access for all related issues.</li> <li>4. Lengthen the notice period of advertising courses so that staff can arrange time to attend.</li> <li>5. Develop options for webinars and online training to expand the range of training provided by the University.</li> </ol>	<p>HR/ RDCG</p> <p>CELT HR/ REO</p> <p>HR</p> <p>HR</p> <p>HR</p>	<p>1. Completed in part - See Action Point in 16-20 Action Plan – Principle 3&amp;4 – Action Point 1</p> <p>2. Achieved</p> <p>3. Achieved</p> <p>4. Achieved</p> <p>5. Will not be progressed</p>	<ol style="list-style-type: none"> <li>1. When the current developments to the University progression and promotion criteria are completed a definitive draft will be circulated. Will be going to consultation September 2016.</li> <li>2. HEA accreditation was approved and the new process is encouraging researcher to undertake teaching accreditation to further support them in their careers.</li> <li>5. Due to other priorities this was not developed during this period and will be developed as part of wider researcher development but not as a specific action point.</li> </ol>

- ii Ensure effective induction for all research staff
  - HR monitors staff who have attended the University Induction to maximise the number of staff who attend which includes researchers with permanent and fixed term contracts.
  - The CROS survey noted that 53% of staff found the University induction useful.
  - Annual induction for research staff arranged by REO.
  - 1. As part of a University-wide review of induction particular attention will be given to enhancing local induction and addressing the needs of researchers on fixed term contracts.
    2. Highlight professional development opportunities and encourage input into the

iv Ensure support for researchers through effective coaching and mentoring

Developed Coaching and Mentoring Policy and process for the University.

Female research staff have been encouraged to engage with the Women's University's Mentoring Scheme through annual presentations.

1. Hold pilot mentoring process for early career researchers in



	<p>promoted in all aspects of the recruitment and career management of researchers in the University</p>	<p>University is committed to equality and diversity Bangor University achieved a Bronze Athena SWAN award in 2012. Developed a Strategic Equality Plan to address the requirements of the Public Sector Duties (Wales). All research staff are required to undertake equality training. All research managers are required to attend the 'Equality for Managers' course. An electronic exit form has been introduced to enable staff to give their views anonymously regarding the University when they leave. University has encouraged female researchers to participate in the WUMS scheme. Reviewed its Dignity at Work and Study Policy.</p>	<ol style="list-style-type: none"> <li>2. All science-based Colleges to apply for Athena SWAN awards.</li> <li>3. Strategic Equality Plan will be reviewed through extensive consultation with staff (including research staff) and a new plan will be developed.</li> <li>4. Monitor the numbers of research staff who complete the equality training course and take appropriate action to ensure completion.</li> <li>5. Review outputs from the exit form to identify potential issues for research staff in the University.</li> <li>6. Communicate the new Dignity at Work and Study Policy.</li> </ol>	<p>Colleges</p> <p>HR/ EDTG</p> <p>HR</p> <p>HR</p> <p>HR</p>	<ol style="list-style-type: none"> <li>2. On-going</li> <li>3. Achieved</li> <li>4. Monitor every July</li> <li>5. Monitor every three months</li> <li>6. Achieved</li> </ol>	<p>2. The Schools of Psychology and the School of Sport Health and Exercise Science have achieved Athena SWAN Departmental Bronze awards.</p>
ii	<p>Take account of the personal circumstances of groups of researchers and to ensure that researchers are fully supported in their roles.</p>	<p>Following the University –wide Staff Survey the University has: Established a draft workload policy and principles for academic staff. Has developed an extensive programme of talks, courses, one to one coaching and a mindfulness programme for all staff regarding managing work pressure and wellbeing (the 'Be</p>	<ol style="list-style-type: none"> <li>1. Update the University's Family Friendly Policies and communicate to staff.</li> <li>2. Communicate the University's new workload policy and guidelines to researchers.</li> <li>3. Further encourage research staff to take advantage of the 'Be Your Best Programme'. Identify through the</li> </ol>		<ol style="list-style-type: none"> <li>1. Achieved</li> <li>2. Achieved in part - See Action Point in 16-20 Action Plan – Principle 5 – Action Point 4</li> </ol>	<p>2. A workload policy and principles has been formulated but will need to go to further consultation.</p>

		Your Best' Programme). All research staff are invited to attend.	Researcher Development Group if more can be done to support researchers in this area		3. Achieved	
PRINCIPLE 7: IMPLEMENTATION AND REVIEW						
i	Implement and monitor progress of the Concordat Action Plan with relevant stakeholders	The CROS and PIRLS survey were held in the University in 2013 and all academic staff were invited to respond. Through focus groups a qualitative study was also undertaken with early career staff, established researchers and PIs. The report from the survey's focus groups and recommendations were agreed by the RDCG, the RSTG and the HRTG. Relevant equality related issues are discussed by the EDTG. The recommendations have been incorporated into this action plan.	<ol style="list-style-type: none"> <li>1. The RDCG to continue to monitor and report on progress to the action plan and compare results and progress in the next CROS and PIRLS surveys and report to HRTG, EDTG and RSTG.</li> <li>2. Review and expand the membership of the current Researcher Development and Concordat Group to include broader representation of grades and Colleges.</li> </ol>	HR/REO  RDCG	1. Achieved  2. Achieved	

ii Monitor the



## Glossary of Terms

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

CELT – Centre for Enhanced Learning and Teaching

Coleg Cenedlaethol – Welsh Language HE College

EDTG – Equality and Diversity Task Group

ERDP – Early Researcher Development Programme

HR – Human Resources

KESS – Knowledge Economy and Skills Scholarships

PRES – Postgraduate Research Experience Survey RDCG – Researcher Development and Concordat Group

RDF – Research Development Framework

REO – Research and Enterprise Office

RDCG – Researcher Development and Research Concordat Group

RSTG – Research Strategy Task Group

WUMS – Women in Universities Mentoring Scheme