BIRKBECK COLLEGE
University of London

REF WORKING PARTY
Membership & Terms of Reference
2018 - 2019

Summary
This is the Membership and Terms of Reference of the REF Working Party
Membership

Pro-Vice-Master for Research  Professor Julian Swann
Head of Research Strategy Support  Dr Sarah Lee

Assistant Deans for Research

Professor Anthony Bale (Arts)
Professor Rosie Cox (SSHP)
Professor Michael Thomas (Science)
Professor Zacharias Psaradakis (BEI)
Mr Paul Turnbull (Law)

UoA Leads

Psychology  Professor Denis Mareschal
Biological Sciences  Professor John Christodoulou
Earth Sciences  Professor Andy Carter
Law  Dr Elena Loizidou
Economics  Professor Zacharias Psaradakis
Business and Management  Professor George Christodoulides
Computer Science and Information Systems  Professor Michael Zakharyashev
Politics  Dr Deborah Mabbett
Sociology  Professor Stephen Frosh
Philosophy  Professor Susan James
History  Dr Filippo De Vivo
Modern Languages  Professor John Kraniauskas
English  Professor Anthony Bale
Art and Design  Dr Robert Maniura

In Attendance

Deputy Director of HR  Mrs Eileen Harvey
HR Strategy and Policy Partner  Mrs Hazel Lindley-Milton
Chair of the Open Access Working Group  Professor Martin Eve
Governance Officer  Mr Tom Frances
Research and Impact Development Officer  Mrs Louise Ross
Impact Development Officer  TBC
Impact and Knowledge Transfer Officer  TBC
Business Engagement and Impact Manager  TBC
REF WORKING PARTY

The REF Working Party is a party of the Research Committee.

Terms of Reference

The REF Working Party has been established to support the College in relation to its submissions to the REF2021. Specifically the Party aims to;

- Promote Birkbeck as a research intensive institution of high quality and to reflect this status through the return from the REF 2020 submission.

In pursuit of its objectives the Working Party will:

(i) Advise the Research Committee and the Master on the adoption of College strategies to support the REF2020 submission.
(ii) Ensure up-to-date and accurate knowledge of any developments pertaining to the REF, and disseminate these throughout the College.
(iii) Make recommendations on the structure of the College’s submission, especially in relation to decisions about selection of UoAs.
(iv) Maintain oversight of preparations for the REF by all UoAs.
(v) Manage and guide UoA Leads throughout the course of their appointment, ensuring that the full resources of the College are known and made available to them.
(vi) Facilitate continuity of oversight for each UoA in the event of a Lead transition.
(vii) Manage College-wide preparations for the REF such as ‘dry runs’.
(viii) Determine College policies towards criteria for inclusion of staff in the REF.
(ix) Support decision-making concerning inclusion of Impact cases;
(x) Read, comment on and where necessary actively support the writing of all aspects of the final REF submission for every UoA.
(xi) Advise the REF Support Group or equivalent of administrative requirements for the REF.
(xii) Work with the REF Support Group and HR to ensure that equality and diversity requirements are fully complied with.
(xiii) Make termly reports to the Research Committee on pertinent aspects and/or developments on any of the above.
(xiv) Advise the Strategic Policy Committee and Governors of developments in relation to the REF.