ECR Liaison Forums – TOR & Membership

Terms of Reference (TOR)

1. To enable the ECR community to participate in improving the quality of their experience

2. To identify areas of concern to ECRs through formal and informal discussions, and address areas of concern within their own agency via this forum

3. To facilitate communication regarding action taken against feedback received from ECRs via the ECR Networks (ECRNs)

4. To put aside dedicated time in meetings to consider, and provide feedback on, relevant survey results (e.g., Culture Employment and Development in Academic Research Survey – CEDARS)

5. To support the operation of ECRNs, by providing a forum to bring together those responsible for ECR networks to share good practice.

6. To facilitate representation of ECRs within the University, by, for example, appointing representatives of the ECR liaison forum to the Research & Impact Executive Committee (RIEC), the Concordat Steering Group and other relevant boards or steering groups.

7. To consider matters referred to it by RIEC, the Concordat Steering Group and other relevant boards or steering groups.

8. To meet termly, either online or in hybrid format.

9. To report to the RIEC, the Concordat Steering Group and other relevant boards or steering groups via appointed ECR rep/s

10. To cover other initiatives within the University and how these relate to ECRs (e.g., Equality, Diversity, and Inclusion (EDI), career breaks)

MEMBERSHIP

The ECR liaison forum shall consist of:

a) This is an open forum and all ECRs, research staff, research-leads can attend. PGRs are welcome to attend if items are relevant for them.

b) At least one representative of each of the ECRNs, and others interested in participation and development of ECRNs

c) The current ECR Representatives to RIEC, the Concordat Steering Group and other relevant boards or steering groups.

d) The Dean of Postgraduate Research and of the Doctoral College

e) The Assistant Director of Research (Research Environment & Doctoral College)

f) Chair position will rotate around ECR reps. Agenda will be agreed through rotating change.

g) Representatives of the Researcher Development and Research Culture Team

h) Where appropriate and for specific items, representatives from the following areas: Research Services, Inclusivity, Staff Learning and Development, Occupational Health, and Staff Wellbeing, Other GW4, National and south-west ECR groups.

V2.0 Updated January 2018 following discussion at the Doctoral College Strategic Board

V3.0 Updated October 2020 following discussion at the ECR Liaison Forum (14.10.20)

V4.0 Updated March 2023 following discussion at the ECR Liaison Forum (23.03.2023)