

Minutes of the School Meeting held on 24 May 2017.

1. HOS Update

Welcome to new faculty

Tamas welcomed Laura Lehtovirta, Alexei Maklakov and Simone Immler to BIO.

Advisor training workshop

Maria Vardakou is considering setting up a training workshop to help advisors support students with chronic/acute mental and/or physical conditions. She has sent round a link to a survey to gauge interest - Tamas asked for all advisors to complete this.

LASER audit reminder

If you haven't already done so, please confirm to bio.hospa@uea.ac.uk whether or not you own/use any class 2 or above LASERs. See Tamas' reminder email on 22 May.

Workload management update

The School is planning to implement a more centralised process for requesting colleagues to assist with modules, to prevent confusion and excessively high workloads. This is in the early stages of development and ideas are welcome. An integrated model including teaching, committee membership, administration and (possibly) external activities is being considered. The plan is for module organisers to approach Tamas and/or Mark in the first instance to ask for an individual's assistance, with the individual's workload being considered before an agreement is made.

The main purpose is to protect overworked staff from feeling obligated, without stifling innovation or preventing discussion on changing/improving modules. This will be a 'light touch' system with a flexible and dynamic approach – no committees or forms!

In the case of being asked to help on other Schools' modules, Tamas advised to speak to himself or Mark before agreeing to anything.

2. Enterprise report – Richard Bowater

[Enterprise presentation](#)

- Charles Brearley is taking over as Director of Enterprise from June 2017.
- Impact Case Studies (ICS) were used for the first time in REF2014 and were mentioned positively in the Stern Report, with the quality of individual studies expected to improve for REF2021.
- Highest priority for ICS development funding is given to applications rated B, then D. You must be graded to be eligible for funding consideration. If you've submitted but don't know your grading, please contact Richard or Charles.
- The level of available funding has decreased due to a high level of submissions. B-rated potential ICS can bid for up to £10-15k, D-rated can bid for less than £5k.
- Consultancy work – currently, REN takes 15% of income from consultancy fees. The School has now agreed to take another 15% of all new consultancy work, on behalf of the Faculty. Richard confirmed that there is a negotiation team at UEA who may be able to increase the agreed overall fee (if it's not capped) to offset this.