

The Knowledge Exchange Concordat Evaluation Process in England



Welcome and thank you for joining us for today's webinar.

While waiting, please familiarise yourself with the following:

Chat: Feel free to introduce yourself here or share thoughts/comments with the other attendees.

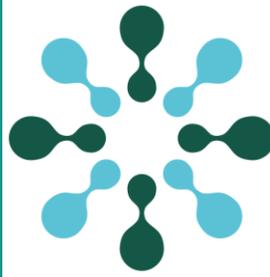
During the session, please submit questions to our panellist and hosts for **Dr Phil Clare** to discuss.

Poll: We will be using various polls for feedback. The polls will automatically appear on your screen and we ask that all attendees provide feedback when prompted.

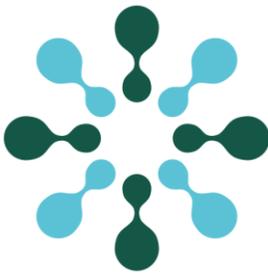
If you have any technology challenges, you can message us through the chat function and we will do our best to support.

We are looking forward to getting started in a few minutes!

KE Concordat – Next Steps (Development Year)



Indicative Timescales



September 2020: Implementation Plan & timeline published

October 2020: ask to institutions (principles and Development Year) & launch

October 2020: guidance for English providers and action plan template published

November 2020 – April 2021: action plan drafting

May – July 2021: submission period

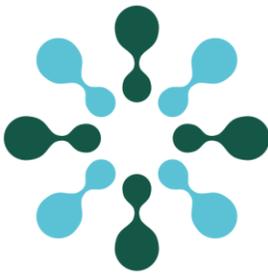
September 2021: feedback returned to institutions?

December 2021: overall evaluation of the process and impact & decisions to be made for Y1

Poll:

Do the proposed timescales seem appropriate for your institution?

Signing Up



- Two asks to institutions at one single point: principles & Development Year
- *Pro forma*
- Who will be signing your institution up to the Concordat?
 - Should the head of institution sign an institution up to the Concordat?
 - Should the head of institution sign the *pro forma* and identify a key contact?
- Key contact for the institution
- Names of institutions will be published on the portal
- What will institutions actually be signing up to?

Poll:

Should the head of institution sign an institution up to the Concordat?

Should the head of institution sign the *pro forma* and identify a key contact?

Self-Evaluation (including Gap Analysis)

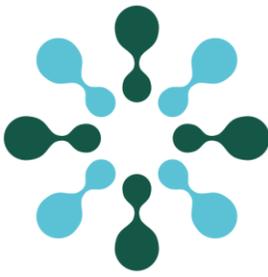


- We will be asking institutions to carry out a self-evaluation against institutional practices, policies and strategies against the principles
- A **summary** of the self-evaluation will be provided as part of the overall submission
- The self-evaluation will include a gap analysis
- We would expect the strengths and gaps identified in the self-evaluation to inform and drive the action plan
- **Summary** of institutional strategic objectives and vision around the direction for knowledge exchange
- 2-3 questions about the self-evaluation conclusion to be added to the action plan template
- Aim of contextualising future objectives
- Ideas, suggestions and good practice for self-evaluations and gap analysis will be shared through webinars with PraxisAuril and others including the NCCPE
- We will **not** be publishing detailed guidance for how to carry out a self-evaluation

Poll: (comment in chat box)

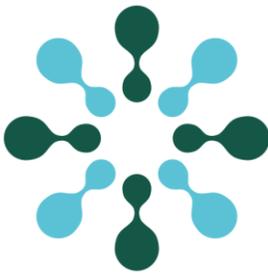
How do you feel about not having guidance for the self-evaluation process?

Action Plan



- A template will be provided
- Action plan objectives should cover a 3-5 year period and should utilise the outcomes of the self-evaluation and the gap analysis in relation to institutional ambition
- Page limits – reflect the scale of KE activity at your institution with upper limit
- Action plan to be completed **by principle** with enablers being used to demonstrate how objectives will be achieved
 - Comments on each principle?
 - Extent to which an institution meets each principle?
- Enablers should **not** be copied directly from the Implementation Plan, nor will they be seen as a ‘checklist’
- Identify enablers that are key to the delivery of action plans or are innovative enablers

Action Plan



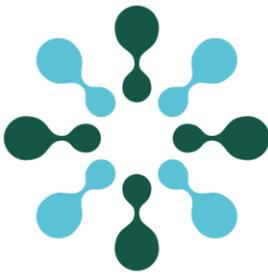
Structure:

- 1 – University Strategy Summary (hyperlinks can be embedded in the summary)
- 2 – Self-Evaluation Summary (including gap analysis)
- 3 – Action Plan

Submitted through the KE Concordat portal

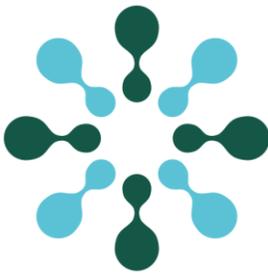
- What makes a good action plan?
- Realistic/ambitious/achievable?
- Rooted in sound self-evaluation?
- Appropriate enablers?
- Justification for each enabler?
- Evidence of institutional commitment?
- Resource plan?
- Judged against institutional context not national average?

Identifying Evaluators



- Recruitment criteria:
 - Considers diversity, seniority, experience and criteria is transparent
 - Considers burden and other commitments
 - Evaluator per university type
- Recruitment process:
 - General call for nominations by institutions **and** self-nominations: no limit for nominations from institutions
 - Institutions should think about who is **most suited** to this role and **strongly consider EDI** when making nominations
 - General call for nominations sent to NCUB partners
- Selection process:
 - Concordat Operational Group plus advisors from the Strategic Group

The Evaluation Process

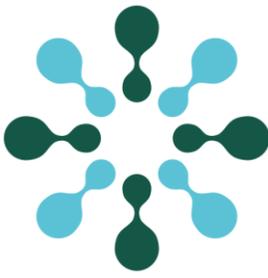


- What are we asking evaluators to do?
- Action plan allocated to 3 panel members for reading and feedback
- Evaluators assigned to an institution based on criteria
- Evaluators are expected to provide a summary of their reasoning for providing their feedback to each action plan to ensure consistency of feedback
- Comment on ambition of the action plan in relation to institution's KE priorities
- Evaluators can suggest additional actions if they feel strongly, though this is not a requirement
- How long will each response be?
- Would we do another evaluation exercise in year 1?
- This is a pilot

Poll:

Should letters of feedback be sent to the named contact *and* head of institution?

The Feedback Process

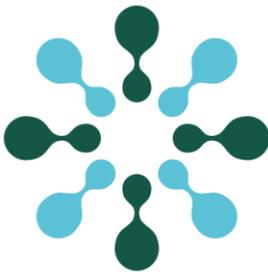


- Structure for feedback letters to be given to all evaluators
- Letters of feedback to be sent to named contact from the institution **and** head of institution?
- How will feedback be sent to the named contact?
- Clarity: expectation for evaluators to be called on in the future to provide clarity for feedback
- Feedback to be anonymised
- Workshops with PraxisAuril to assist institutions interpret feedback?

Poll: (comment in chat box)

Do you have any comments about the evaluation and feedback process?

Thoughts and Questions



Please submit questions through the chat function

If you would like to contact the KE Concordat team after today's event with thoughts and questions, please email keconcordat@universitiesuk.ac.uk.

Follow us on Twitter for updates: @keconcordat

#keconcordat