

## FCM questions & answers,

### School Board for Natural Sciences, 6<sup>th</sup> April 2022

- **When will inaccuracies be updated?**  
*Inaccuracies will be regularly addressed but colleagues should expect that specific corrections may take time to make and appear in the FCM owing to the way the data uploads take place. Deputy School Operation Managers are reviewing inaccuracies associated with staffing data and leadership / service roles. Research Operation Managers and PGR Administrators are updating issues associated with research / PGR (please note that corrections to these may take up to 3 months to update as changes are made in central business systems and we then need to wait for the next periodic upload of data). Corrections to teaching data are being handled by a combination of TLSE teams, Discipline Heads of Education and Heads of Department.*
- **I don't think the formulae are visible.**  
*Formulae are shown in the FCM Explanatory Notes that can be downloaded from the 'Documentation' page within the FCM. This is available to all staff.*
- **Currently funded and not costed hours on grants are being used.**  
*We are using the costed hours to allocate time into the FCM. This data is taken from the award record of the grant in PURE. We are aware of an issue where some grants have a significant change made to costed time post-application and are discussing ways to manage this with the relevant departments.*
- **Is it still the plan to look at income on industrial funding that can come through P codes, rather than R codes, asked by Andrew Hazel?**  
*This is a known issue that Research Finance are looking in to and is more general than the FCM. Once Research Finance have concluded this review, we can decide on how to best include P-code data within the FCM.*
- **Could do with information on how capital grants are recorded and credited. These aren't recorded in PURE the same way as research grants.**  
*Capital grants generally do not include any costed investigator time and therefore do not appear in the FCM. We are reviewing whether University funded staff time that is used to support these equipment bids can be listed in PURE and therefore captured by the FCM.*
- **Can competitively awarded synchrotron time be reviewed?**  
*Such time can be included at the discretion of the Head of Department and consideration should be given to the amount of time expected to be spent by the academic at the synchrotron and whether this time is already accounted for as part of research grant awards / PGR supervision.*
- **How we record FTE will be discussed with the PURE team today, we're aware that there are cases where we attributed FTE but can't recover so will be looked at in detail**  
*This is currently being reviewed by Emma Reilly and Sara Lockett to confirm how to best manage this in the award record of PURE. Once the best methodology has been confirmed for this we can look to apply to new and, if necessary, existing grants.*
- **Unless I'm mistaken, it seems that the allocation of individual research time for all academics, which was discussed at length in this forum, has disappeared.**

*The FCM now presents 'Remaining Available Time' for all staff. This is the time they have available for research and other scholarly activity once they have delivered their allocated duties (e.g. teaching, project supervision). The FCM explanatory notes state that 'The typical expectation for available hours will be 0.2FTE for academic staff on a teaching only contract, 0.5FTE for those on a teaching & research contract and 0.8FTE for those on a research only contract. However, staff can expect this to fluctuate on an annual basis at levels both above and below these targets.'*

- **Decisions/ discussions on workload is being based on the FCM when it is not complete yet.**  
*The FCM is only one input into workload allocation. Discussions should be occurring with line managers and the HoD if there are concerns about the allocated work in terms of time or type of activity.*
- **There are lots of cases where we attribute FTE and it's not accounted for.**  
*Where there are activities that staff want to be accounted for in the FCM, this should be discussed with the HoD in the first instance / flagged as an inaccuracy. If the item is unique to the individual, the department is responsible for resolving this. However, if the role is likely to be similar to roles in other Depts, and therefore exist across the Faculty, then the FCM team will consider with HoDs whether to create this as a common duty.'*
- **The 20% must take into consideration, conferences, scholarships items and pedagogy research.**  
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- **Are we moving to a situation where each academic has a 'quota' code that comprises the Pcodes of students in their groups + some contribution to ongoing lab costs? This is the case in other institutions.**  
*We have piloted a change to our budgeting where each academic has an individual P code associated, for example, their PhD students. This will be rolled out across the School.*