

GRADUATE BOARD

26 September 2019

MINUTES

Venue:	Student Central, Level 6 Boardroom
Author:	Mrs Cathie Raw, PGR Project Co-ordinator (secretary)
Present:	Professor Nigel King (Chair), Dr Julia Meaton, Dr Dawn Leeming, Dr Helen Jones, Dr Dougie Clarke, Dr Jonathan Hinks, Dr Rowan Bailey, Mr Matt Mills, Ms Alison McNab
In attendance (ex officio):	Ms Chinyere Sam-Okerenta, Dr Anna Seabourne, Dr Rachel Birds, Ms Lydia Blundell, Mr Emmanuel Haruna
Apologies:	Professor Andrew Ball, Professor David Taylor, Professor Liz Towns-Andrews, Mrs Emi Chiu, Mrs Annette Rhodes, Professor Jane Owen-Lynch, Dr Lisa Colton, Mr Martin Gill, Dr Tracy Turner, Mrs Heather Lee, Mrs Heather Kerrick

		PAPER REFERENCE
1.	DECLARATIONS OF INTEREST	
1.1	There were no declarations of interest.	
2.	MINUTES	
2.1	Resolved: that the minutes of the meeting held on 22 May 2019 be accepted as a correct record.	GB 2019 05 22 P1
3.	MATTERS ARISING	
3.1	Tina Froggett: It is with great sadness that we report the death of one of our dear PGR colleagues. Nigel will pass condolences to Tina's family from the Board. ACTION: N King	
3.2	Graduate School Strategy: This is currently being developed, but has been on hold due to the PRES results.	
3.3	Terms of Reference: It was confirmed that there will be VCO attendance at Graduate Board. It was confirmed that School Research Committees will report relevant PGR issues to Graduate Board. A review of Academic Governance found the reporting and communication structure could be improved to ensure Graduate Board are aware and involved in key projects.	
3.4	Annual Evaluation of Postgraduate Provision: DoGEs are waiting for full statistics for completion of their evaluations for 2018/19. ACTION: H Lee/C Raw	
3.5	Membership: It was confirmed that Chinyere Sam-Okerenta is the Graduate Council PGR representative and Tracey Wood has replaced Carolyn Newton as the School PGR administrators' group representative.	

<p>4.</p> <p>4.1</p>	<p>CHAIR'S BUSINESS</p> <p>PRES Presentation: Nigel presented an overview of the PRES results to the Board. The main issues raised were:</p> <ul style="list-style-type: none"> • Overall satisfaction was 5% lower than the score for global institutions. • Our most positive areas were supervisors helping to identify training and development and adequate computing facilities. • Our most negative areas were in research community and lack of access to seminar programmes. • In most areas we ranked in the third or fourth quartile, only supervision ranked around the mid-point, all other areas were ranked below or well below average. • Areas ranked lowest in the fourth quartile were professional development, research culture and progression. <p>It was raised that the lack of technology to support both training and progression was a contributory factor in not being able to effectively support PGRs in these areas.</p> <p>Nigel will share the presentation with Board members through Box.</p> <p>ACTION: N King</p> <p>If members require more in-depth data they can forward requests to Anna Seabourne.</p> <p>Nigel will be presenting the results to the Senior Leadership Team. DoGE to collate their initial impressions and actions to feed into their School action plans for the annual evaluation.</p> <p>It was agreed to establish a cross-school and service focus group to explore how the research culture can be improved. ACTION: N King</p> <p>It was queried how will results any actions be fed-back to PGRs. Nigel will ensure this is discussed at Graduate Council and DoGEs can use their judgement in disseminating to School staff and their PGRs. This could also be reported through the PGR newsletter.</p>	
<p>4.2</p>	<p>Fee Waiver Strategy: Nigel is developing a fee waiver strategy and this has been discussed at a recent PGR LifeCycle meeting. It is proposed to limit the amount of VC fee waivers with a package aimed at attracting high calibre students, with the scheme being expanded to include part-time students.</p>	
<p>4.3</p>	<p>Dean's Tenure: Nigel is now the longest serving Dean of the Graduate School, however he will be resigning from his tenure in April 2020.</p> <p>The role will be open to staff at Professorial level with a 50% workload allocation towards the post.</p> <p>It was raised how the role would encourage female and BAME applicants as there is a very limited number of Professors in these groups. This will be raised at Equality, Diversity and Inclusions Committee. Action: N King</p>	
<p>4.4</p>	<p>Academic Integrity Module: This was discussed and presented to the Board as being a compulsory requirement for PGRs. Board members were unaware of this module and had not been consulted. The Board reviewed the module and found this to be irrelevant for PGRs and this was not approved. Although, in principle if developed this could be a useful tool. ACTION: N King</p>	
<p>TO CONSIDER:</p>		

5.	POLICY AND GUIDANCE RELATED TO SUPPORT FOR PREGNANT STUDENTS AND NEW PARENTS	
5.1	<p>The report on support for pregnant students and new parents from Matt Mills was considered by the Board. The following points were raised members:</p> <ul style="list-style-type: none"> • There are no designated rooms available for feeding, breastfeeding or expression of milk. Advice centre rooms and rooms at local school level should be made available, whenever possible. To raise this issue at Equality, Diversity and Inclusion Committee. ACTION: M Mills/R Birds. • Could the University consider buying mini fridges for Schools to hire when required. • On page 14 - change employee to student. • More clarity to item 8, children on campus. ACTION: M Mills to provide update to N King <p>At the time Schools are developing their fee waiver, studentships or scholarship programmes, it was agreed that Directors of Graduate Education will ensure offer letters clearly establish terms around what payment and leave arrangements are in place.</p>	GB 2019 09 26 P2
TO NOTE:		
6.	ANY OTHER BUSINESS	
6.1	PGR Conference: The Committee has met twice and the conference will again take place during Easter.	
6.2	PGR Representation: This has now been mapped and ready to be forwarded to Nigel for discussion at Graduate Council. ACTION: Lydia Blundell	
6.3	Climate Change: The climate change strikes that are taking place on Friday were discussed and how members can support sustainability development goals. This is an important issue and well supported by Nigel. It was suggested this could form part of the cross-school and service focus group; however, the PRES would be the immediate consideration for this group.	
7.	AVAILABILITY OF AGENDA, PAPERS AND MINUTES	
7.1	Resolved: No papers should be treated as confidential and excluded from the Library under the Standing Order 10.5.	
8.	DATE. TIME AND PLACE OF NEXT MEETING Monday, 18 November 2019, at 9.00am in the McClelland Suite, SB7	