

Graduate Board

12 March 2024

MINUTES

Venue:	Online via Teams
Author:	Ms Amanda Westwell, Registry Officer, (Student Regulations and Casework) PGR Provision
Present:	Professor Monty Adkins (Chair); Ms Claire Aydogan (part); Dr Claire Barber; Miss Lydia Blundell; (SU Education Officer); Mrs Lindsey Botha; Dr Dougie Clarke, Ms Becky Green; Dr Jamie Halsall; Ms Gabriella Holt (Researcher); Professor Artur Jaworski; Dr Kate Lavendar; Mrs Joanne Ryan; Professor Abhijit Sharma; SU PGR Representation; Ms Tracy Wood
In attendance:	Mrs Sarah Elstub; Mrs Fran Hinewright; Mr Jason Smith;
Apologies:	Professor Andrew Ball; Dr Rachel Birds; Professor Ann-Louise Caress; Mrs Emi Chui; Mr Jonathan Croall; Mrs Heather Kerrick; Mr Matt Mills; Professor Jane Owen-Lynch; Professor Alistair Sambell; Ms Clare Taylor; Dr Daniel White

PRELIMINARY ITEMS		Action
1.	<p>DECLARATIONS OF INTEREST</p> <p>It was noted that there were no declarations of interest.</p>	
2.	<p>MEMBERSHIP, TERMS OF REFERENCE, ANNUAL CYCLE OF BUSINESS</p> <p>2.1 It was noted that Dr Jamie Halsall been appointed Director of Graduate Education in the School of Human and Health Sciences, replacing the interim post-holder Professor Ann-Louise Caress.</p>	
3.	<p>MINUTES</p> <p>Resolved: The minutes of the meeting held on 23 January 2024 were accepted as a true record.</p> <p style="text-align: right;">GB_2024_01_23_M</p>	
4.	<p>MATTERS ARISING</p> <p>4.1 PGR Teaching Framework – Allocation of Hours (minute 6.1.4)</p> <p>4.1.1 It was reported that a statement making it clearer for international students what work would be counted towards the maximum hours they are permitted to work had been drafted by the DOGE of Computing and Engineering in liaison with the International Office and had been approved on Chair's action by Professor Andrew Ball.</p> <p>4.1.2 It was noted by the Chair that the amendments to the PGR Teaching Framework had been made to make it fairer and more open to PGRs and make it easier for DoGEs to implement within their schools.</p>	

	<p>4.2 Chair' Action</p> <p>4.2.1 It was reported that no Chair's action had been taken since the meeting in January.</p>	
<p>5.</p>	<p>CHAIR'S BUSINESS</p> <p>5.1 Turing Scheme It was noted that the scholarships bid for next year was in the process of being submitted by Professor John Anchor and it was reported that there would be four scholarships available per school. It was reported that this year, the scheme was working well, with the International Office having the necessary funds available to allow those PGRs to go on their mobility.</p>	
TO CONSIDER:		
<p>6.</p>	<p>6.1 PGR Disclaimer 6.1.1 The Committee considered and approved the PGR Disclaimer. GB_2024_03_12_P1</p> <p>6.2 PGR Casework Report for 2022/23 6.2.1 The Committee noted the PGR Casework Report for 2022/23 and the following headlines were drawn to the committee's attention:</p> <ul style="list-style-type: none"> I. Interruptions – 143 vs 191 in the previous year II. End Extensions – 81 vs 156 in the previous year III. Research Misconduct – 32 vs 25 in the previous year IV. Withdrawal Appeals – 26 vs 21 in the previous year V. Assessment Appeals – 17 vs 11 in the previous year VI. Fitness to Study – 11 no data for the previous year as this is relatively new <p>6.2.2 It was noted by the Chair that the regulations around self-plagiarism were being looked at with a view to being revised for the next academic year.</p> <p>6.2.3 It was proposed that for the next academic cycle the data is presented at the meeting in November. GB_2024_03_12_P2 GB_2024_03_12_P2a</p>	
TO NOTE:		
<p>7.</p>	<p>7.1 Amendments to the Regulations Governing Research Degrees for the 2024/25 academic year 7.1.1 It was noted that the alternative format procedure was currently being reviewed and other than the regulations around self-plagiarism and a clarification regarding the number of completions required by a supervisory team, other changes would be minimal.</p> <p>7.2 Mental Health Charter Update 7.2.1 It was reported that currently there was no update.</p> <p>7.3 PGR Culture and Development Update 7.3.1 The following updates were noted:</p> <ul style="list-style-type: none"> - Themed months were continuing as per last year; this year's themed month is Careers and Enterprise, and 18 sessions had been planned. - A summer programme would run over July and August. 	

	<p>Members were reminded that the information was available on the Researcher Hub.</p> <p>7.4 School Research and Enterprise and PGR Forum Minutes The following Schools' minutes were received and noted.</p> <p>7.4.1 MINUTES FROM AS - School PGR Forum – 6 June 2023 GB_2024_03_12_P3</p> <p>7.4.2 MINUTES FROM AH No minutes were available.</p> <p>7.4.3 MINUTES FROM BS No minutes currently available.</p> <p>It was noted by the DoGE of BEL that funding was available for training and development, however, the uptake so far had been limited.</p> <p>7.3.4 MINUTES FROM CE - Research and Enterprise Committee – 18 October 2023. GB_2024_03_12_P4</p> <p>7.4.5 MINUTES FROM EPD No minutes were available.</p> <p>7.4.6 MINUTES FROM HHS - Research and Enterprise Committee – 20 September 2023 - Research Ethics and Integrity Committee – 14 December 2023 GB_2024_03_12_P5 GB_2024_03_12_P6</p> <p>It was noted by the DoGE of HHS that over 40 recruitment posters had been put up in the Ramsden Building. It was noted by the Chair that the REF had been pushed back until 2029, meaning that there would be a big push for PhD candidates later this year. As RDP had decreased this year, the Graduate School wanted to recruit as many home students as possible.</p> <p>7.5 GRADUATE COUNCIL MINUTES - 8 November 2023 GB_2024_03_12_P7</p> <p>It was noted by the Chair that PGRs would be gearing up for the summer, and to be mindful they can sometimes feel disconnected during this period.</p> <p>7.6 UNIVERSITY EQUALITY, DIVERSITY, AND INCLUSIVITY ENHANCEMENT COMMITTEE No minutes were available.</p>	
OTHER BUSINESS:		
8.	<p>Any Other Business</p> <p>8.1 Members were asked to put forward representatives for the EDI committee and send their details to the PGR Representative.</p> <p>8.2 Members were reminded of the need to increase PGR numbers and the Chair confirmed that he would work with DoGEs if requested to push their marketing activity.</p>	

9.	Availability of Agenda, Papers, and Minutes It was noted that no papers will be excluded from the public record.	
10.	Dates of Next Meetings The next meeting will be held on 8 May 2024 on Teams.	