



## GRADUATE STUDENT CONSULTATIVE COMMITTEE

Thursday 6 October 2016, 2.00 pm, Bragg Committee Room

**Present:** Professor Haniff (Chair), Bruno Villa (SP), Sean Cormier (NP), Claire Malone (HEP), Tejas Guruswamy (QS), Evelyn Hamilton (BSS), Kamrad Javid (AP), Konrad Viebahn (AMOP), Leah Weiss (OE), Simon Wilkinson (CSC), Professor Parker (HoD), Ms Khan (Secretary)

**Apologies:** Adrien Amiguez (QM), Carmen Palacios Berraquero (NanoDTC), Christopher Ashcroft (SD), James Hamp (TCM), Jieyi Liu (TFM), Arthur Henderson (SMF), Dr Gripaios, Ms Dann (Graduate Office)

### 1. Minutes

Minutes of the meeting held on 1 September 2016 were confirmed.

### 2. Matters arising

- i) Information for current graduate students – the chair reported that the webpages were still under development, and that gaining edit access to those pages on the Department website was problematic.
- ii) Alumni Industry Day update – members were reminded that Konrad Viebahn (AMOP) had volunteered to organise the next event. Suitable dates at the end of Lent and end of Easter still needed to be identified and the Pippard Lecture theatre and Foyer area booked. Student members were reminded to consult students and suggest which careers should be covered by the Alumni Industry Day events. Tejas Guruswamy (QS) was thanked for his feedback and organisation of the previous Alumni Industry Day event, which was a great success.
- iii) First year report update – the chair reported that approximately 61 out of 78 (78%) first year PhD students had completed their viva and had assessor reports completed. So far only two students had not passed and needed to be re-assessed in three months' time. It was noted that one student had to wait three months for his viva to be organised and that supervisors and assessors should be reminded about ensuring their timely availability for conducting vivas. Furthermore, making information available on the web about the required format of the report would allow for earlier preparation.

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- iv) Language Course Fee reimbursement update – the chair reported that twelve applications had been received and four awards made. Members were reminded that the scheme was designed to support those students who had an academic rationale for wanting to study a language, and that it should support a research-related activity or career that will happen, and not one that might happen. It was noted that the Department would have to justify the scheme and how the money was allocated.

### **3. Chairman's business**

- i) Welcome to new members – the chair welcomed new members to the committee and explained that the GSCC existed as a platform for students to provide feedback and discuss issues related to graduate study and training, and not non-academic matters such as toilets, catering etc.
- ii) Graduate Student Conference 2016 – it was noted that Claire Malone (HEP) had volunteered to be on the new organising committee and that Tejas Guruswamy (QS) had agreed to help recruit more members to the committee. It was suggested that the new organising committee should contact Professor Valerie Gibson for suggestions as to who to invite as the guest speaker.
- iii) Researcher development programme – the chair reported that further work needed to be accomplished before the programme could be finalised. A training log and credit system were required in order to ensure that students were recording professional development and technical training in a professionalised manner. It was proposed that a one day course would constitute one credit, and therefore a half-day course would constitute half a credit. However this would only apply if the training content was closely related to graduate training, and therefore the amount of credit would depend on the scale of association and length of course. Members were reminded that the new credit system applied to new graduate students commencing in 2016-17, and members noted that:
- a. Equality and Diversity training should be compulsory;
  - b. there were issues with students on Tier visas if they were being paid for teaching-related activities due to the restrictions on employment;
  - c. the impact of programme would be of benefit to graduate students for their future employment prospects by enabling them to demonstrate that they were fully rounded graduates who were trained in both research and teaching;
  - d. data should be used to demonstrate the outcomes of the programme and whether it impacted on first destination data;
  - e. the University's Researcher Development Programme (RDP) website was a useful resource to enable students to identify training and development courses that could contribute to their credit accumulation;
  - f. professional development and training was an integral activity that was conducted throughout an individual's career.

### **4. Graduate Student Matters**

- i) Graduate Lecture programme – it was noted that the Graduate Lecture programme had only been advertised to new graduate students, and that the schedule should be made available to all graduate students.

**ACTION:** Secretary to email Graduate Lecture programme to the current graduate student mailing list.

## **5. Any other business**

- i) Departmental welcome event for incoming graduate students – it was noted that new graduate students had been invited to a welcome and induction event later in the day at 4pm, followed by a reception event at 5pm. Members were invited to attend the reception event and introduce themselves to new students.
- ii) Cavendish Physical Society Lecture series – members were reminded that the lectures were held every fortnight, with refreshments provided, and members were encouraged to attend.

## **6. Date of the next meeting**

Members were reminded that the schedule of GSCC dates ensured that the minutes of the GSCC were discussed at the Graduate Education Committee (GEC) meetings. It was noted that the next meeting of the GSCC was on the following date:

10th November 2016