

Our Ref: GSCC16-17/M3/19.01.2017

GRADUATE STUDENT CONSULTATIVE COMMITTEE

Thursday 19 January 2017, 2.00 pm, Bragg Committee Room

Present: Professor Haniff (Chair), Sean Cormier (NP), Tejas Guruswamy (QS), Evelyn Hamilton (BSS), James Hamp (TCM), Arthur Henderson (SMF), Kamrad Javid (AP), Jieyi Liu (TFM), Claire Malone (HEP), Carmen Palacios Berraquero (NanoDTC), Matteo Sbroscia (AMOP), Bruno Villa (SP), Konrad Viebahn (AMOP), Leah Weiss (OE), Simon Wilkinson (CSC), Professor Parker (HoD), Ms Khan (Secretary)

Apologies: Adrien Amiguez (QM), Christopher Ashcroft (SD), Dr Gripaios, Ms Dann (Graduate Office)

1. Minutes

Minutes of the meeting held on 10 November 2016 were confirmed.

2. Matters arising

- i) Information for current graduate students – the chair reported that the webpages were on hold due to workload and access issues.
- ii) Alumni Industry Day update – Konrad Viebahn reported that the date of the event had been set for Tuesday 14th March. 14:00 - 17:00 in the Small Lecture Theatre in the Bragg building. An excellent range of speakers had been identified and invitations had been sent out. The Careers Service had been very helpful and had provided access to useful resources such as GradLink and LinkedIn. Invitations to students would be sent out in a couple of weeks and GSCC members were encouraged to help publicise the event and encourage students to attend. It was noted that the next event would be planned after reviewing feedback from the March event, and that future events could be planned around specific career areas or themes.
- iii) First year report update – the chair reported that approximately 71 out of 78 (91%) first year PhD students had completed their viva and had assessor reports completed.
- iv) Researcher development programme – the chair reported that the researcher development booklet and log were still under development. However researcher development events were still occurring within the Department.

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- v) Graduate Student Conference 2016 – members were informed that the event had been a great success, with excellent feedback collected from attendees, who had provided event ratings above 4.0. It was reported that the highest rating had been given to the intention to attend again, and the lowest rating was for catering. It was noted that the ratings were higher than those given by students for lectures. The quality of speaker, talks and posters was excellent and the judging panel were thanked for their time and commitment. The average attendance per talk had been about 50-60 people, although 140 had registered and 80 collected lunch vouchers. The chair congratulated and thanked the organising committee for their hard work and to everyone who had attended. Lessons learnt reported by the organising committee, were that:
 - a. volunteers should be recruited to the organising committee much earlier on in the year, in order to maximise time for organising, publicity and attendance;
 - b. the organising committee could be overseen by a student member of GSCC, with its wider membership recruited from the graduate student cohort;
 - c. the event should be made a compulsory event on the researcher development training log to encourage attendance at least once in the lifetime of a graduate student;
- vi) if the event was made compulsory, it was important to review the format of the event to ensure it met the needs of current graduate students;
- vii) Abdus Salam Prize 2016 – members were informed that the standard of nominees had been very high and that there had been two very high quality joint winners, namely Kerstin Gopfrich and Felix Benz.

3. Chairman's business

- i) PTES action plan – the chair reported that the action plan, submitted to the School of Physical Sciences, was informed principally by the Part III Physics and MAST in Physics responses, as only those response rates and results were significant enough in number to be considered. It was noted that both courses were overseen by the Department's Teaching Committee and therefore the action plan had been provided to GSCC for information only.
- ii) Student Experience workshop action plan – the chair reported that an update on the action plan had been provided to the School of Physical Sciences, and that all actions had been addressed except for the work on clarifying the advisor role. It was noted that the action plan had previously been reported to GSCC in August 2016.
- iii) Athena Swan self-assessment team – the chair reported that a team of staff had been appointed to work on the preparation of the submission document for the re-accreditation of the Department for the Athena Swan award. It was noted that the Department had previously been awarded the gold standard, and that the award was not solely focused on advancing gender equality but would also address the working lives of all. One aspect of the team's work was to develop departmental values and objectives, and a consultation on those draft values and objectives was underway. Staff and students were invited to consider them in terms of 'what was missing' and 'how do we meet them'.

ACTION: Student members to consult graduate students on the departmental values and objectives and provide feedback to the Chair.

4. Careers room in Physics

Susan Gatell, Careers Advisor, had been invited to update members on the careers room in Physics arrangement. Members were informed that the Careers Service had been organising a

careers room in Physics every Wednesday since November 2016, and that half of that resource was dedicated to post-doctoral staff and the other half to students. The Department was thanked for providing this resource, which had been working very well, providing easier onsite access to the careers service, with all slots fully booked. It was noted that undergraduates had started to attend, and the careers service had noticed an immediate improvement in reaching people they had never engaged with before. The service was moving towards an online booking system, but currently a phonecall appointment system was operating from Mill Lane which could only cater for slot bookings one week in advance. Members were encouraged to help publicise the availability of slots and brochures for people to take away. It was noted that the physics mailing lists could also be used to publicise slots and careers events, such as Scientific Consulting, CamConnect and Data Science events.

5. Graduate Student Matters

- i) Teaching Excellence Framework (TEF) – members were informed that the TEF currently did not apply to postgraduate study.

6. Any other business

- i) Researchfish data collection – members were informed that PIs and students who were funded by the Research Councils had received emails and reminders to activate their accounts on the Researchfish website, and submit their research outcomes. Providing details of the outputs produced during research was a condition of their Research Council funding, and non-compliance with the collection period could result in sanctions being imposed on the University, in terms of future funding allocations. The collection period began on the 6th February and would close at 4pm on the 16th March. It was noted that even if there were no research outcomes to report this year, the submission still needed to be completed in order to report a 'not applicable' return.
- ii) Research data management workshop – the chair reported that the workshop was scheduled for the 25 January 2017 and that 26 students had registered. It was noted that the workshop was compulsory for RCUK funded students only, but open to all graduate students.

7. Date of the next meeting

It was noted that the next meeting of the GSCC was on 2 March 2017.