

Our Ref: GSCC17-18/A5/10.05.2018

GRADUATE STUDENT CONSULTATIVE COMMITTEE

Thursday 10 May 2018, 2.00 pm, Bragg Committee Room

Present: Professor Haniff (Chair), Professor Parker (HoD), Mrs Stokes (Departmental Administrator), Alice Allen (TCM), Rebecca Harwin (QS), Buno Villa (SP), Theresa Jakuszeit (BSS), Claire Malone (HEP), Simon Wilkinson (SC), Ed Carter (AMOP), Mr Brett (minutes Secretary)

Apologies: Hope Bretscher (OE), Christopher Ashcroft (Mole), Kamran Javid (AP), Mrittunjoy Guha Majumdar (TFM), Arthur Henderson (SMF), Sean Cormier (NP), Ms Khan (Secretary)

1. Minutes

Minutes of the meeting held on 15 March 2018 were confirmed with no amendments.

2. Matters arising

- i) Researcher development programme – the chair reported that he had organised additional skills courses such as “Research Management Presentation Tool” and “Beginners Guide to LaTeX”. These courses were to be delivered by the Cavendish Library which would become part of the central university library from August 2018. It was noted that the university library would make these workshops available to all graduates across multiple departments on the West Cambridge site, and that due to demand they should be available on a fortnightly basis.

Action: Chair to seek further funding to deliver additional workshops from external providers, i.e. Graphics.

3. Chairman’s business

- i) Alumni Industry Day 2018 – Clare Malone (HEP) reported that the event was held on 3 May 2018 and that feedback received was positive. It was noted that approximately 25 people attended, and that there had been a late revision in the speaker line-up. The Chair confirmed that the department would bid for funds to run the event again in 2018/19.
- ii) First year report - the Chair reported that attendees at the first year report Q & A event found it helpful and that the slides would be disseminated to all first year PhD students.
- iii) Length of Cambridge PhD consultation – members were informed that the Graduate Board of Studies had requested departmental feedback on the length of PhD study at the University of Cambridge, and that student members should submit any views to the Chair for inclusion in the departmental submission.

Action: Chair to collect feedback from members.

The Cavendish Laboratory
19 J J Thomson Avenue
Cambridge CB3 0HE

Email: admissions@phy.cam.ac.uk
www.phy.cam.ac.uk

4. Graduate Student Matters

- i) Departmental Student Welfare Representatives – it was noted that this item would be postponed to a subsequent GSCC meeting.
- ii) Advisers for PhD students – Simon Wilkinson (SC) reported that students wanted to be formally informed of who their Adviser was. Members were informed that the department was responsible for the allocation of Principle Supervisors and Advisers. Members agreed that some activity involving Advisers should be included in the induction process, and that more work was required to disseminate a clearer understanding of what the role entailed.

Action: Chair to investigate incorporating Adviser allocation as part of the induction process.

5. Any other business

- i) Communication – student members expressed frustration over the volume of emails being sent out that they felt were not relevant, important, or were repetitive. It was suggested that options within “lists.cam.ac.uk” could enable users to control their email flow, and that students may be more responsive to other means of communication such as posters. It was noted that digital signage was another alternative.

Action: Chair to enquire on communications strategy within the department.

- ii) Abandoned Bikes – it was noted that the removal tags on abandoned bikes had passed the notification deadline.

6. Date of the next meeting

It was noted that the next meeting of the GSCC would be held on 19 July 2018 at 2pm in the Bragg Committee Room (213).