

Our Ref: GSCC17-18/A6/26.07.2018

GRADUATE STUDENT CONSULTATIVE COMMITTEE

Thursday 26 July 2018, 2.00 pm, Bragg Committee Room

Present: Professor Haniff (Chair), Rebecca Harwin (QS), Evelyn Hamilton (BSS), Claire Malone (HEP), Hope Bretscher (OE), Tom Cowie (SMF), Mrittunjoy Guha Majumdar (TFM), Ed Carter (AMOP), Sean Cormier (NP), with Mr Brett (minutes Secretary).

Apologies: Professor Parker (HoD), Simon Wilkinson (SC), Philipp Verpoort (TCM), Christopher Ashcroft (Mole), Kamran Javid (AP), Bruno Villa (SP), Adrien Amiguez (QM), Benat Mencia TCM), Ben Gripaios, Surayya Khan (Secretary).

1. Minutes

Minutes of the meeting held on 10 May 2018 were confirmed with one minor amendment.

2. Matters arising

- i) Researcher development programme – the chair reported that the Library could provide seminars to develop appropriate skills in topics such as graphics, open access, managing data and language courses and that these seminars would be available for all students. Students were welcome to provide suggestions for seminars to the chair.
- ii) Length of Cambridge PhD consultations – the chair reported that three and a half years had been put forward to the consultation as the standard applied PhD length (excluding skills training and a six months contingency). Three and half years was suggested as the standard length for a theoretical PhD, and that in some instances it might be possible to complete in three years.
- iii) Advisors for PhD students – the chair reported that he would be providing guidance to supervisors on allocating advisers.
- iv) Communication – it was noted that the Cavendish mailing lists and volume of emails remained a concern for student members.

3. Chairman's business

- i) Membership of GSCC – members were informed that the chair would be seeking new members to fill any vacancies in student membership.
- ii) Physics: Travel and work away policy procedure – draft (Paper 1) - members were informed that the draft policy applied to both staff and students, and that the final version was not currently available as consultation and feedback was still underway. Students were welcome to provide feedback to the chair.
- iii) First year report update – the chair reported that several requests for extensions to the submission deadline had been received at short notice. Members were reminded that students should be project planning their work and submission in advance of any deadline.

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- iv) Graduate Student Conference 2018 – members were reminded that volunteers were required to form the 2018 organising committee, and that a handover from the previous organising committee was required.
- v) Postgraduate Open Day 2018 – the chair reported that student volunteers from each group were required on the 2nd November 2018 to staff the displays at the University Centre and at the Cavendish. Volunteers would be required to speak with prospective students on matters such as poster displays, research groups and how to apply.
- vi) End of 1st year sample survey (Paper 2) – the chair reported that a localised feedback mechanism, consisting of questions specific to the School of Physical Sciences was required.

4. Graduate student matters

- i) Departmental Student Welfare Representatives – Mrittunjoy Guha Majumdar (TFM) raised the issue of the Department of Physics taking part in the Graduate Union's initiative, namely 'Departmental Student Welfare Representatives'. It was agreed that Mrittunjoy would meet with the HR managers at the Cavendish to discuss the initiative in more detail.

5. Any other business

- i) Posters - Rebecca Harwin (QS) informed members that her research group required a new poster display.
- ii) Group websites – student members noted that their research group presence online needed improvement.
- iii) Recycling concern - Ed Carter (AMOP) informed members that there was a lack of recycling stations in the Cavendish canteen.

6. Date of the next meeting

It was noted that the calendar of GSCC meetings for 2018-19 was currently being prepared, and would be circulated at the start of the next academic year.