



PGR Rep (FST) REPORT

For the attention of:	Executive Committee	Taking place on:	30/11/16
Name:	Marzia Hoque Tania	Action:	To note

Summary: *This paper provides an update on the work of the Executive Committee member*

Priority campaign(s) and objective(s)

1. Gather Feedback and Present the feedback at different committee level
 - i) 24/7 lab or workspace access
 - ii) Approval of Examiners and Viva date
 - iii) Printing facility and Limited Electronic Storage and Limits on E-mail Attachments
 - iv) Insufficient Seminars and Research Colloquium
 - v) Access to Electronic Publications and Adobe Software
2. Coordinate the feedbacks
3. Arrange common and/ or social semi-formal platform for PGR students

Progress on priority campaign(s)

1. Feedback from PGR Students

Gathering feedback from PhD student is a continuous process. Students have provided their feedback via email, social media, and direct communication. Based on the feedback few common issues came up and presented to relevant committees.

i) 24/7 lab or workspace access

The current review (Research Committee) of dedicated space for PGR students would feed into a full proposal to CMT by the Director of the Doctoral School. Evaluating the following, the access is possibly going to be granted around December, 2016:

- Practicalities of 24/7 swipe card access
- Provision of 24/7 was supported in principle to specified areas identified as safe to do so (it was likely a significant number of laboratories would be excluded.)

The Research Committee informed the same access rights would apply to PGR students and staff. Where a particular experiment required 24/7 laboratory access special arrangements could be made to accommodate and would require appropriate health and safety and security provision to be in place.

ii) Approval of Examiners and Viva date

In previous month, it was raised by the PGR students that they were facing delay for both of the cases. The FST Research Administration considered the issue with high priority and within a month more than 81% of them received the approval of the examiners.

What's Next:

The PGR students are requested to contact if they are still facing any such issue.

iii) Printing facility and Limited Electronic Storage and Limits on E-mail Attachments:

Few of departments have already tailored a solution to this issue. The Research Committee noted: The same limits on e-mail attachments applied to staff. It should be possible to grant

PGR students access to scanning facilities. The committee agreed: The Chair to establish if it was possible to increase the electronic storage space and grant access to scanning facilities.

What's Next:

PGR Rep from each faculty needs to check if the scanning facility is accessible, if not they need to speak with Faculty's Research admin.

iii) Insufficient Seminars and Research Colloquium:

Faculties had acknowledged the need and were working to increase the number of research seminars and conferences. Members of the Research Committee felt greater visibility should be given to the seminars and conferences: options identified were via a central database and making existing web links more specific. PGR students are now included on mailing list for invitations issued to staff and some Faculties have dedicated PGR mailing lists. Faculties would be sent an email advice on how to use the institutional PGR student mailing list.

iv) Access to Electronic Publications and Adobe Software

Students are advised to seek support from their supervisors and subject librarians as articles are often available via different routes. Access could normally be provided to additional journals but sustained use needed to demonstrate an appropriate level of ongoing demand.

What's next:

The PGR Reps need to identify and raise the specific resources to which access was required at Department or Faculty level, including Adobe software.

2. Coordinating the feedback

The PGR reps are requested to share the experience of RDSC level meetings.

To coordinate the feedback within the faculty, I have a monthly with FST Research admin.

3. Arrange common and/ or social semi-formal platform for PGR students

A facebook group has already been opened to gather student feedback more conveniently. I would like to request other PGR Reps to circulate the group link in the individual faculty.

Cambridge campus has already arranged few social gathering for PGR students.

I would like to arrange a social, semi-formal event for the PGR students. This issue has been raised to FST Research admin as well.