

## **PGR (MRes/PhD) GRADUATE STAFF-STUDENT LIAISON COMMITTEE**

Graduate Staff-Student Liaison Committee Meeting held on 23rd October 2018, 1-2pm in room S2.133.

### **MINUTES**

#### **Present**

Student Reps: Cora Neumaan, Alejandra Martinez (secretary), Antonio Schiavone (Chair), Katherine Brooke, Kathryn Nicholson, Omiros Kouvas, Srinjoy Sen.

Staff: Jeremy Smith, Robin Naylor, Kelly Taylor, Maryanne Heafey, Natalie Deven, Manuel Bagues.

#### **Apologies**

Bhaskar Dutta , Sharun Mukand, Helen Riley.

#### **1. Election of Chair and Secretary from Students Member Committee**

Election of Antonio Schiavonne as Chair and Alejandra Martinez as Secretary.

#### **2. GSSLC Annual Report**

The wrong version of the GSSLC Annual Report for 2017-18 had been circulated and it was agreed that the correct version would be carried forward to the next meeting of the GSSLC.

#### **3. Minutes**

The minutes of the meeting on 2nd May were approved as accurate.

A brief introduction of the new members as well as current members of the GSSLC was done.

Maryanne Heafey highlighted the courses in R and in Python given by Nick Jackson during the summer term were successfully attended by MRes and PhD students.

Professor Robin Naylor highlighted the importance of the GSSLC in identifying the need for this initiative.

#### **4. Matters arising**

None

#### **5. Teaching and learning**

Maryanne Heafey discussed the new **criteria for progression from MRes to PhD**. The new criteria will be uploaded in the handbook of the economics department webpage and circulated to students in a later email.

#### **6. Library Issues**

6.1 On the issue of book loans for the MRes. Helen Riley (the library officer) confirmed by email that MRes students can loan total of 20 books at a time for 8 weeks period and re loan the books if they are not being on hold by any other student. For PhD students the loans policy is a total of 30 books at a time for 16 weeks. The induction information given to 1st year MRes students was not accurate and thus needs to be corrected. The correct information would be added to the Handbook.

6.2 Srinjoy Sen raised the issue of books to be held for teaching assistants. Staff members of the committee advised Srinjoy to either contact the module leader for a copy of the text book or to contact the publisher for a demonstration copy of the text book.

## **7. Computing issues**

None

## **8. Assessment and Feedback**

Kelly Taylor discussed the results of the PTES survey results. The Department had a response rate of 59%, which is a huge improvement on last year's 34% and exceeded our target rate of 50%. Robin Naylor pointed to the lowest teaching-related score for assessment and feedback and the need to improve on these two matters. Maryanne Heafey would bring more information on the PTES results for MRes students to the next meeting of the GSSLC.

## **9. Student Support and Guidance**

9.1 Maryanne Heafey highlighted the Careers in Economics event Thursday 8 November from 11-4pm in Panorama room which interested PhD students are encouraged to attend.

9.2 Cleaning of the MRes Room. The issue raised by Alejandra Martinez was settled. There will be provision of cleaning wipes in the room for students to clean their own space as well as a month vacuum of the space done by the cleaning staff. Omiros Kouvavas raised the issue on the recycling of the PhD student's offices. Maryanne agreed to send a reminder to all PhD students regarding waste bins in offices.

9.3 Refurbishment of the offices. This matter raised by Antonio Schiavonne was resolved by Jeremy Smith. Over the summer desks in PhD offices were replaced with new desks which are smaller and have less storage space. The University has a policy regarding the amount of space to allocate to staff members as well as to PhD students, which was the reason why some of the offices for the PhD students need to be adjusted to fit the appropriate sized furniture.

## **10. Diversity and Inclusion**

This is a new regular heading added to the agenda, as part of the department's Athena SWAN action plan. The department encourages all students to report any issues regarding gender, race or sexual orientation.

## **11. Any other business**

11.1 A feedback from Katherine Brooke and Kathryn Nicholson, 1st year MRes students, regarding their experience in the past weeks entering the program. Positive feedback on the induction.

11.2 A feedback from Cora Neumann and Alejandra Martinez, 2nd year MRes students, regarding the new module scheme. Positive feedback from the students.

11.3 Alejandra Martinez raised the need for a meeting regarding the dissertation for the 2nd year students, as well as a meeting for the application for the scholarships. The meetings were approved by staff member Jeremy Smith and are to be held in the next weeks before the end of term and the due dates of the applications.