

UNIVERSITY OF WARWICK		
BOARD OF GRADUATE STUDIES		
PUBLIC MINUTES OF THE MEETING HELD 09:30, THURSDAY 8 FEBRUARY 2024, ONLINE VIA MICROSOFT TEAMS		
Present	Professor Dan Branch	Chair
	Dr Nikola Chmel	Deputy Chair of the Faculty Education Committee of the Board of the Faculty of Science, Engineering & Medicine
	Professor Kurt Debattista	Co-opted member of academic staff
	Professor Caroline Elliott	Chair of the Faculty Education Committee of the Board of the Faculty of Social Sciences
	Dr Ross Forman	Member of academic staff appointed by the Board of the Faculty of Arts
	Lee Griffin	Deputy Chair
	Sara Hattersley	Representative from the Academic Development Centre
	Karen Jackson	Representative from the Library
	Dr Natasha Khovanova	Co-opted member of academic staff
	Professor David Lambert	Deputy Chair of the Faculty Education Committee of the Board of the Faculty of Arts
	Dr Xiaodong (Wes) Lin	Member of academic staff appointed by the Board of the Faculty of Arts
	Professor Graeme MacDonald	Co-opted member of academic staff
	Professor Davide Nicolini	Co-opted member of academic staff
	Vaishnavi Ravi	Co-opted student member / Postgraduate Officer (Students' Union)
	Holly Roffe	Co-opted student member / Education Officer (Students' Union)
	Ashleigh Skelhorn	CDT Representative from the Social Sciences and Arts
	Professor Elizabeth Stanway	Member of academic staff appointed by the Board of the Faculty of Science, Engineering and Medicine
	Professor Mark Steel	Member of academic staff appointed by the Board of the Faculty of Science, Engineering and Medicine
	Professor Martin Wills	Member of academic staff appointed by the Senate
	Attending	Dr Caroline Biggs
Adam Child		Academic Registrar
Professor Christophe Corre		Director of Graduate Studies (PGR), School of Life Sciences
Professor Sotaro Kita		Deputy Pro-Vice-Chancellor (Research) and Director of the National Centre for Research Culture
Laura Larard		Administrative Officer (Doctoral College) (Assistant Secretary)
Rhiannon Martyn		Head of Doctoral College (Secretary)
Stella Neophytou		Postgraduate Student Development Officer
Dr Gavin Schwartz-Leeper		Deputy Dean of Students and Faculty Senior Tutor (SEM)
Louise Sutcliffe		Postgraduate Student Development Officer
Ref	Item	
030	Apologies for absence Apologies were received from Dr Claire Bastie, Rachel Dickinson, Dr Daniel Franklin, Dr Emily Henderson, Dr Daniel Matthews, Professor Stephanie Schnurr, Professor Michael Tildesley, Michele Underwood and Anne Wilson.	
031	Declarations of Interest No new declarations were made.	

032	<p>Minutes of last meeting on 9 November 2023</p> <p>The minutes of the meeting held on 9 November 2023 (032-BGS080424) were approved.</p>
033	<p>Matters arising from last meeting on 9 November 2023</p> <p>(a) Arts Faculty Update – revised AHRC funding model (minute 013-BGS091123) The Chair reported that he would be meeting with the Arts Faculty Board to discuss concerns relating to the future of funding opportunities in light of the revised AHRC funding model.</p> <p>(b) English language testing issues The Chair reported that where existing English language testing facilities are inaccessible, applicants are able to use the Duolingo test. Academic departments should contact PG Admissions if the exemption policy needs to be applied.</p>
Chair’s Update	
034	<p>Chair’s Business and Actions</p> <p>The Board received and noted an update from the Chair:</p> <p>(a) CIS Faculty Assessors The Chair, acting on behalf of the Board had taken action to approve the Faculty-nominated assessors for the Chancellor’s International Scholarships competition (paper 034-BGS080224).</p> <p>(b) Strategy/supervision update The Chair and representatives of the Doctoral College are conducting annual meetings with every academic department. Following these meetings a report will be produced for the Provost outlining the current situation in relation to PGR across the University and highlighting additional resources needed for the future. The draft report will be shared with the Board in due course. A pilot session of half-day mandatory supervisor training is being developed by the Doctoral College and School of Engineering, to be delivered on 15 March.</p>
035	<p>Deputy Chair’s Business</p> <p>(a) Strategy & scholarships update The Deputy Chair reported that he had been working with the Widening Participation and Scholarships teams to better understand centralised PGT scholarships, and would also be discussing departmental scholarships with individual academic departments. Progress has been made on the welcome/community elements of the PGT strategy, working with Student Experience. It is expected that a business case will be made for setting up a Doctoral College equivalent for PGT provision.</p> <p>(b) PG Easter events The Deputy Chair reported on the Postgraduate Officer (Students’ Union)’s initiative of postgraduate-specific events running over the Easter period (see also item 038-BGS080224).</p>
036	<p>Secretary’s Business</p> <p>(a) Departmental reports Departmental biennial PGR review reports have been shared with Faculty Education Committees for dissemination.</p> <p>(b) Staffing update The Secretary reported that the Doctoral College would be taking on administration of the Midlands4Cities DTP and recruiting to vacant posts in the PGR Funding team.</p> <p>(c) Festival of Postgraduate Research 2024</p>

	The Festival of Postgraduate Research will be held on Thursday 23 May 2024, further information will be circulated in due course.
037	<p>Report on the National Centre for Research Culture</p> <p>The Deputy Pro-Vice-Chancellor (Research) and Director of the National Centre for Research Culture reported on the establishment of the National Centre for Research Culture in response to an increased external focus on research culture (including being measured by REF 2029).</p> <p>The Centre was established to coordinate work across the UK Higher Education sector by building a community of researchers and practitioners to raise the visibility of research culture, share best practice and collaborate with other HEIs and non-academic partners. The Centre’s initiatives include:</p> <ul style="list-style-type: none"> • Annual Research Culture Conference • Warwick PATHWAY programme with the aim to tackle the under-representation of black academics in UK Higher Education • Doctoral Education and Academia Research Centre • Research training hub – coordinating research training across the University • Enhancing Research Culture Fund (ERCF)
Students’ Union Update	
038	<p>Students’ Union Update</p> <p>The Postgraduate Officer (Students' Union) reported on postgraduate specific events aimed at providing support and building community and connect outside of academic departments, including a series of TED-style events and workshops during the Easter break, and the PGT Connections Campaign. In addition the Postgraduate Society has been officially recognised by the Students’ Union.</p> <p>The Board welcomed the Students’ Union’s initiatives to support the building of postgraduate communities outside of the boundaries of academic departments. The Doctoral College can help to communicate with PGRs as required.</p>
Faculty Updates	
039	<p>Faculty of Arts</p> <p>The Deputy Chair of the Faculty Education Committee of the Board of the Faculty of Arts reported that the Committee had emphasised concerns about the future of arts and humanities funding in relation to the revised AHRC funding model, noting that this would have an impact beyond the Faculty of Arts.</p> <p>The Midlands4Cities Doctoral Training Partnership (M4C DTP) will be funding three collaborative awards with a deadline of 21 May: https://warwick.ac.uk/fac/arts/cadre/m4cstaffinfo/.</p> <p>Thanks were noted to the Chair, Secretary and members of the Doctoral College team providing administrative support to the M4C DTP.</p>
040	<p>Faculty of Science, Engineering and Medicine</p> <p>Deputy Chair of the Faculty Education Committee of the Board of the Faculty of Science, Engineering & Medicine reported that Professor Georgia Kremmyda had been appointed Chair of the Committee.</p> <p>At its latest meeting the Committee discussed the green paper on academic governance (see also item 044-BGS080224) and noted the risk that issues relating to PGR may not receive full recognition.</p> <p>The initial round of Warwick Industrial Fellowships and Warwick Collaborative Fellowships applications has closed, with the next deadline being 6 March 2024.</p>
041	<p>Faculty of Social Sciences</p> <p>The Chair of the Faculty Education Committee of the Board of the Faculty of Social Sciences reported that the Department of Economics had been selected as one of the European hosts for the Review of Economic Studies</p>

	Tour. Discussions are ongoing in relation to the new WBS/Economics building to ensure that the needs of PGRs are considered, alongside other stakeholders.
PGR SSLC Business	
042	<p>PGR SSLC Business</p> <p>The Chair reported that the Doctoral College had met with PGR Student-Staff Liaison Committee (SSLC) and noted good practice in a number of departments in relation to community building with the support of academic departments and specifically Directors of Graduate Studies. The Doctoral College can provide support to help coordinate such efforts across departments.</p>
Items for approval/discussion	
043	<p>Academic Integrity policy and processes as they apply to postgraduate research</p> <p>The Secretary reported that Regulation 11 on Academic Integrity and associated guidance is not fit for purpose when applied to concerns of academic misconduct relating to PGRs, particularly in relation to available sanctions which are better suited to undergraduate/PGT cases.</p> <p>ACTION: The Board resolved that a sub-group be created to discuss these issues further and propose amendments. The sub-group will report back to the Board in due course.</p>
044	<p>Academic Governance Review</p> <p>The Chair reported that the green paper (paper 044-BGS080224) had been shared with Senate and was not out for consultation. There would be several opportunities to feed into the consultation.</p> <p>The Board noted concerns/questions about where issues relating to PGR and PGT should fit within the academic governance structure. The Chair noted that the risk of PG issues not being properly recognised had been identified by the University. Members were invited to share any feedback with the Chair or Deputy Chair, or to contribute to the consultation events being arranged by Education Policy and Quality.</p>
045	<p>School of Life Sciences learning agreement implementation</p> <p>The Director of Graduate Studies (School of Life Sciences) shared a copy of the PGR Learning Agreement form used within the School, reporting that PGRs are required to complete the form with their supervisor within the first month of their course. The agreement was put in place to encourage open discussions and manage expectations in a number of areas including lab demonstrations, working patterns and data deposition.</p> <p>ACTION: Secretariat to share learning agreement template form with members.</p>
Items below this line were for receipt and/or approval, without discussion	
046	<p>PGR examinations update:</p> <p>a) Revision to Guide to Examination for Higher Degrees by Research The Board received and noted the report (046a-BGS080224).</p> <p>b) Submission rates The Board received and noted the report (046b-BGS080224).</p>
Other	
047	<p>Any other business</p> <p><i>It was reported that:</i></p> <p>a) The Chancellors' scholarship fast track announcements will be communicated shortly.</p> <p>b) The Monash Warwick PhD Education Exchange Monash providing the opportunity for a small cohort of PGR students to experience professional development in international undergraduate education had been communicated in the latest PGR newsletter.</p> <p>c) Nominations for the Warwick Awards for Teaching Excellence would be closing on 9 February.</p>
Next meeting: 14:00, THURSDAY 6 JUNE 2024, LOCATION TBC	