

Faculty Research Students Committee

Membership 2015/16

Dr Andrew Johnson	Department of Chemistry
Dr Sergey Gordeev	Department of Physics
Dr James Laird	Department of Computer Science
Dr James Doughty	Department of Biology & Biochemistry
Dr Lorenzo Caggiano	Department of Pharmacy & Pharmacology
Dr Adrian Hill	Department of Mathematical Sciences
Professor Sue Wonnacott (Chair)	Associate Dean (Graduate Studies)
Student Representative	
Aoibheann Brady	Department of Mathematical Sciences
Adam Kearns	Postgraduate Officer (Students' Union)
In attendance	
Mr Simon Gane	Graduate School Manager
Miss Ceri Dibble	Programmes Officer (Secretary)

Dates of meetings 2016/7

All meetings start at 12:30pm

Thursday	6th October 2016	WH 3.36
Thursday	17th November 2016	WH 3.36
Friday	16th December 2016	WH 3.36
Thursday	2nd February 2017	Council Chamber
Thursday	16th March 2017	WH 3.36
Wednesday	3rd May 2017	Council Chamber
Wednesday	21st June 2016	1 West 3.30

FACULTY RESEARCH STUDENTS' COMMITTEES

Terms of reference of Faculty Research Students' Committee

The Faculty/School Research Students Committee will be responsible to the Board of Studies for overseeing all matters concerning postgraduate research students, including:

PROGRESSION: detailed consideration and monitoring of the progression of students registered on research degrees on behalf of the Board of Studies (with the exception of final approval of the recommendations of Boards of Examiners, which remains the responsibility of the Board of Studies, both for progression to/confirmation of PhD registration, and for final awards); this includes initial consideration of MPhil/PhD transfer/confirmation, approval of named candidature forms as well as monitoring of progress reports on at least an annual basis, in accordance with the requirements of the Regulations and QA statements; recommend appropriate action where this is required and promote dissemination of good practice in respect of all aspects of research student progression; approval of restriction of access to theses up to a maximum of three years;

ANNUAL MONITORING AND REVIEW, INCLUDING STATISTICAL PERFORMANCE INDICATORS: review and monitoring of research degree provision (including completion, submission and attrition rates)

SYSTEMATIC ANALYSIS OF FEEDBACK: from a range of internal and external stakeholders; for example from, but not limited to, Research Councils, HEFCE, external examiners, directors of studies and postgraduate research students; taking appropriate action in response to such feedback in order to improve provision;

INDUCTION: reviewing the provision of induction activities in the Faculty/School on an annual basis;

GENERIC SKILLS TRAINING: monitoring take-up and effectiveness of Generic Skills Training within the Faculty/School;

SUPERVISION: monitoring and ensuring provision of consistently high quality supervision for all research students within the Faculty/School, ensuring that individual supervisors do not assume responsibility for supervising inappropriately large numbers of students;

RECRUITMENT AND ADMISSIONS: the overview at Faculty/School level of postgraduate research student recruitment and admissions;

TAUGHT COMPONENTS OF RESEARCH DEGREES: Monitoring quality and effectiveness of taught course components of research programmes within the Faculty/School by receiving reports from unit boards where appropriate and where necessary recommending changes.

COLLABORATIVE PROVISION: consideration of proposed collaborative provision for recommendation to the Programmes and Partnerships Approval Committee.

Notes:

Membership: The term of office for the elected members of the Committee is one year (renewable). In the event that an elected member ceases to be eligible to serve, a replacement to serve for the remainder of their term of office will be elected (eligible for re-election).

Co-option: At the discretion of the Committee. Co-option shall be for one year at a time and for a maximum period of three successive years; thereafter, a member shall not be eligible for co-option for a period of one year.

Alternates: If an ex-officio member of the Committee is unable to attend a meeting, they may nominate an alternate to attend that meeting.

Quorum: One third of the membership of the Committee.

Rules for Voting: None

Minutes: Submitted to the Faculty/School Board of Studies and University Research Students Committee.

Revised by Senate wef 1st August 2012, 15th October 2014

Reporting Mechanisms

The Faculty Research Students' Committee will report to the Faculty Board of Studies via its minutes. It will receive the minutes of the relevant Departmental research students committees.

Minutes of Meetings

2016/7

- [6 October 2016](#)
- 17 November 2016
- 16 December 2016
- 2 February 2017
- 16 March 2017
- 3 May 2017
- 21 June 2017

2015/6

- [08 Oct 2015](#)
- [17 Nov 2015](#)
- [14 Dec 2015](#)
- [03 Feb 2016](#)
- [15 March 2016](#)
- [05 May 2016](#)
- [15 July 2016](#)

2014/15

- [06 Oct 2014](#)
- [12 Nov 2014](#)
- [17 Dec 2014](#)
- [03 Feb 2015](#)
- [19 March 2015](#)
- [06 May 2015](#)
- [23 June 2015](#)

2013/14

- 06 Nov 2013
- 12 Dec 2013
- 5 Feb 2014
- 19 March 2014
- 14 May 2014
- 25 June 2014

2012/13

- 09 Nov 2012
- 12 Dec 2012
- 06 Feb 2013
- 22 March 2013
- 02 May 2013
- 18 June 2013
- 02 July 2013

2011/2012

- 11 Nov 2011
- 14 Dec 2011
- 10 Feb 2012
- 27 March 2012
- 11 May 2012
- 22 June 2012