

Faculty of Natural Sciences Research Student Staff Committee Meeting

Date: 1 May 2019, 12.30-14.00

Venue: Meetings Room SAF 120

MINUTES

Present:

Emma Couves (EC)	Chair & Life Sciences Y1 PhD Rep/ FoNS AWO
Emma McCoy (EMcC)	Vice-Dean (Education) FoNS (co-Chair)
Bill Proud (BP)	Director of Postgraduate Studies - Physics
John Seddon (JS)	Faculty Senior Tutor
Laura Lane (LL)	Head of Strategy and Operations, Graduate School
Paul French (PF)	FoNS Vice Dean (Research)
Rebecca Middleton (RM)	FoNS Education Manager
Sue Gibson (SG)	Director of the Graduate School
Deniz Pirrincci Ercan (DPE)	Crick Institute Rep
Florence Drury	Life Sciences Y1 PhD Rep
Hannah Jones (HJ)	Life Sciences Y2 PhD Rep
Katia Hougaard	Life Sciences Y2 PhD Rep
Lloyd James	Physics Departmental Student Rep
Luke Delmas (LD)	Chemistry Year Four PhD Representative
Sabrina Slater	Life Sciences Y3 PhD Rep
Samuel Page	Chemistry PhD Year Three Representative
Tamzin Bond	Chemistry PhD Year Two Representative
Courtnae Bailey	CEP PhD Rep
Kasia Kmieckowiak	Administrative Assistant

Apologies:

Jem Woods	Director of Postgraduate Studies (or equivalent)- CEP
Matthew Fuchter	Director of Postgraduate Studies - Chemistry
Nazia Hirjee (NH)	Faculty Operations Officer, FoNS
Niki Gounaris (NG)	Director of PG Studies - Life Sciences
Lorenzo Palmieri	Maths PG Dep Rep
Anne Neumann	Crick Institute Rep
Vanessa Ho	Chemistry PhD Year One Representative
Patrick Brandl	CEP PhD Rep

1. Welcome and Apologies

EC welcomed members to the committee and apologies, as above, were noted.

2. Minutes of the meeting held on 20 February 2019 (Paper 1a)

The Minutes were confirmed as an accurate record of the meeting.

3. Review of Actions (Paper 1b)

Action 5 – RM reported that she would meet with Colin McClure during the w/c 13th May to find out more details about the Science Fridays.

EC briefly explained that the Science Fridays are informal meetings for UG students to discuss their research projects with PG students. HJ added that since the lunch had been provided during the meetings, the attendance increased. It was reported that these sessions are very useful for UG students, but they often clash with other events, hence better communication between the Science Fridays organisers and the Departments is needed.

4. Reports from Research Student Representatives:

4.1 CEP

There were no representatives from the CEP present.

4.2 Chemistry

Chemistry Student Rep reported that the relocation to White City is still in progress, however a number of issues had been resolved. The new building and its facilities and services work really well. The only issue had been with the café which was closed during Easter break without any notice. In response to that, RM suggested contacting Campus Services Office in the future.

Chemistry Student Rep reported that the issue with the shuttle-bus had been mostly resolved. The priority passes work well for the chemistry students and staff. However, the vacation service (1 bus every ~2 hours) had been running during term time. RM will raise that issue with NH.

ACTION: RM to discuss the issue of shuttle-bus vacation timetable operating during term time with NH.

4.3 Life Sciences

FD reported that there is not much space for LS students to have lunch in SAF Building. The area on 3rd floor which can hold about 30 people is often booked out. Consequently students are forced to eat lunch at their desks. In response to that, RM reported that the common room in SAF building will be updated in due course. Firstly, the permission from the Planning Round needs to be obtained, hence the works will probably start in the summer 2020.

LS Student Rep queried the best way of distributing information about LS events to PG students. In response to that, Student Reps suggested putting up posters in relevant buildings across the campuses.

LS Student Rep, raised an issue of heating regulation in SAF building, particularly on level 3 where the temperature is so high that some of the lab experiments had been affected. In response to that, PF said that such problems should be logged by individual students with the Estates Team. This will then show the volume of the building temperature queries and an action plan will be created to resolve the problem. LD suggested requesting a temperature logger to be placed on the affected floor which will register the true temperature history. This could be then reviewed by the Estates Team and appropriate action would be taken.

4.4 Maths

There were no Maths Student Reps present.

4.5 Physics

LJ, the Physics Student Rep, reported that the reasonably priced dinner menu is not offered anymore after 6pm at H-Bar. This change had been introduced without any notice or consultation with students. EC added that the GSU had discussed this issue with the H-Bar

management, but no solution had been reached. RM said that she will raise this issue with NH.

ACTION: RM to raise the issue of discontinuing dinner menu after 6pm at H-Bar with NH.

4.6 Crick

DPE, the Crick Student Rep, followed up the details of the annual Crick Symposia organised in collaboration with Imperial College, UCL and King's College. As mentioned at the last committee meeting, the plan was that Imperial would host the 2020 event. She reported that King's College is quite keen to organise the next symposium, hence Imperial would host the 2021 event. She added that the option of organising the symposia every 6 months is still being considered but due to funding issues and the difficulty with finding appropriate venue, it is unlikely to happen.

5. Chair's Business

- **Project Student Management course** - EC reported that the feedback provided by participants of the recently piloted Project Student Management course had been collated. It would be then reviewed by the Quality Research Committee. Once approved, it would start in October 2019. EC asked anyone who is interested in the course, to contact her directly. The committee discussed whether such course should be made compulsory. PF felt that if a PG student is expected to oversee a project of an UG student then the course should be made compulsory. In response to that, EC said that the list of duties and expectations for PG students overseeing UG projects needs to be compiled but this would be done on a department lever rather than the Faculty.
- **New Chair** – EC will be stepping down from her role as the Chair of the Research Student Staff Committee and also her role of the FoNS AWO. The elections will take place in due course.

6. AOB

- **Mental Health Awareness week** - LL encouraged students to take part in the upcoming Mental Health Awareness week taking place in May 2019
- **GSU Postgraduate Ball** – HJ advertised the PG Student summer ball which is open to all postgraduate students on 8th June. Reps agreed to distribute promotional material to their cohorts.
- **FoNS Research Seminars** - PF encouraged the Student Reps and their colleagues to attend the FoNS Research Seminars which are followed by an informal drink reception. The next one will take place on 16th May at 4pm.

7. Dates of Future Meetings: tbc