

Faculty of Natural Sciences Research Student Staff Committee Meeting

Date: 19 November 2018, 14.30-16.00

Venue: Meetings Rooms 1-2, Beit Quad

MINUTES

Present:

Emma McCoy (EMc)- Chair	FoNS vice-Dean (Education)
Claudio Bellani (CB)	Maths PhD Rep
Florence Drury (FD)	LS PhD Rep
Lloyd James (LJ)	Physics PhD Dep Rep
Hannah Jones (HJ)	LS Y2 PhD Rep
Melissa Lee (ML)	Maths PhD REp
Lorenzo Palmieri (LP)	Maths PG Dep Rep
Julianna Panidi (JP)	Physics PhD Rep
Bobby Qui (BQ)	Chemistry PG Dep Rep
Daniel Russell (DR)	Physics PhD Rep
Rafael Sanchez Bailo (RSB)	Maths PhD Rep
Louis Sharrock (LS)	Maths PhD Rep
Alejandro Luy (AL)	ICU Deputy President (Education)
Paul French (PF)	FoNS vice-Dean (Research)
Ryan Barnett	Maths (on behalf of the Maths DPS)
Matt Fuchter (MF)	Director of Postgraduate Studies-Chemistry
Nazia Hirjee (NH)	Faculty Operations Officer
Rebecca Middleton (RM)	Faculty Education Manager

Apologies:

Henrik Jensen	Maths Director of Postgraduate Studies
Bill Proud	Director of Postgraduate Studies - Physics
Laura Lane	Head of Strategy and Operations Graduate School
Niki Gounaris	Director of Postgraduate Studies-Life Sciences
Sue Gibson	Director of the Graduate School
Emma Couves	Life Sciences Y1 PhD Rep
Katia Hougaard	Life Sciences Y2 PhD Rep
Adelie Gorce	Physics PhD Rep
Dorian Guzu	Maths PhD Rep
Ashley Reaney	LS PhD Rep (Silwood)

1. Welcome and Apologies

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

2. Terms of Reference and Membership

The Terms of Reference document was noted.

3. Staff Student Committee Guidelines

The Staff Student Committee Guidelines were noted.

4. Minutes of the meeting held on 09 May 2018 (Paper 1a)

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

5. Review of Actions (Paper 1b)

All actions were noted as complete.

6. Reports from Research Student Representatives:

6.1 CEP

There were no representatives from the CEP present.

6.2 Chemistry

BQ noted that Chemistry was in the process of moving to the new White City site, but that students had not raised any current concerns regarding the move. He stated that to the best of his knowledge, students were happy.

6.3 Life Sciences

HJ noted that various social events had been organised for PhD students within the department and that these had been well attended. She noted that she was keen to look into organising a faculty-level event for all PhD students, this would be in addition to the Research Seminar series of events. EMc and PF were supportive of this, and RM offered to help HJ with the logistics of the event.

AL noted that it would be helpful for the sake of continuity, to record the details of how such events were organised, in order to share this information with incoming reps each new academic year.

6.4 Maths

ML noted that a joint Maths and Physics social had been organised, that had been well attended. She also noted that events that had been organised during orientation, plus the AfterMath event, which had attracted up to 50 attendees.

ML and the other Maths reps present, raised an issue with desk space for PhD students in the department and mentioned particular concerns with students being 'encouraged' to move to writing-up status early, in order to vacate desk space. It was also noted that Y1 students had been without desks for some weeks into the start of term. ML noted that the reps had requested to see the department policy on desk space, but that this information had not been forthcoming. EMc, PF and NH noted that students should move to writing-up status once their funding had ceased, not before.

NH agreed to investigate this matter with the Department.

ACTION: NH to discuss the issue of desk space/ students being encouraged to move to writing-up status early in order to vacate space with the Maths Department.

CB noted that he was based in the Weeks Building, where there was desk space available. He also noted that the Mathematical Finance section were organising a Christmas dinner event, plus regular meetings on specific topics such as successful job interviews and various research talks.

6.5 Physics

LJ noted the social events that were being planned within the department. He also noted that he was keen to encourage the Physics student society to organise events for postgraduate students, or for UG and PG students combined.

6.6 Crick

There were no representatives from the Crick present.

7. Chair's Business

No matters were reported

8. AOB

8.1 Key Contacts Poster

RM agreed to send the Maths key contacts sheet, which was sent round as an example of good practice following last year's SSC meeting, to the committee. She also agreed to look into setting up a webpage on the Faculty site where this information could be collated.

ACTION: RM to send the Maths key contacts sheet, which was sent round as an example of good practice following last year's SSC meeting, to the committee.

ACTION: RM to look into setting up a webpage on the Faculty site where departments' key contact information could be collated.

9. Dates of Future Meetings:

Committee	Date	Time	Room
Research Student Staff Committee	Weds 20/02/19	12.30-14.00	SAF 121
Research Student Staff Committee	Weds 08/05/19	12.30-14.00	SAF 120