

## Minutes for the STAFF GRADUATE CONSULTATIVE COMMITTEE

Dyddiad/Date : Wednesday, 3 May 2017  
Amser/Time : 2.00 pm  
Ystafell/Room : Steve Critcher Room, International Politics Building

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Attendance: PhD Reps - Karijn van den Berg (1<sup>st</sup> year), Jana Wattenberg (2<sup>nd</sup> year), Lydia Cole (4<sup>th</sup> year), Masters – Leonor Charpentier-Podrez, Kristin Gulbrandsen, Library Representative – Anita Saycell, Prof. Mustafa Pasha, Dr. Inanna Hamati-Ataya, Dr. Gillian McFadyen and Donia Richards

### 1. Apologies

Abigail Blyth (3<sup>rd</sup> year PhD rep), Lucie Kattenbroek

### 2. Minutes of the last meeting (enclosed)

### 3. Matters arising out of the minutes

#### 3.1 Library Matters

- Entrance of the library moving. Ongoing building work.
- Aber-card only access to the library over exam period
- Jana asks about document supply for journal articles. Anita confirms that this is available for both PhD (unlimited) and PG taught (10/year). Reps to communicate this to students.

### 4. Items from the Chair – Dr Inanna Hamati-Ataya, Director of Graduate Studies.

#### 4.1 Handbook Updates

Travel insurance and update of the wording re. bullying

#### 4.2 Postgraduate Students for 17/18:

PhDs: One confirmed ESRC student for next year (2 awarded). Department submitted 8 names for the Aberdoc, 2 were taken forward. EH Carr yet to be decided.

MA: Slightly down but good pool of students for next year.

#### 4.3.DGS for 17/18

Jenny Mathers taking over as DGS Semester 1, Kamila Stullerova Semester 2. Would be helpful to have issues raised before July to hand over a clean slate.

#### 4.4 MA Module Structure Issues - Staff responses

Issue has been communicated to staff. Inanna asks that masters reps continue to give feedback on this issue.

#### 4.5 Other issues

Jana Fritzsche Award to be announced at end of term, Research Monitoring Interviews - 22<sup>nd</sup> May

### 5. Masters Matters

#### 5.1 Module Issues

Essay Feedback - Masters module had feedback after 4 weeks. Question over the department/University policy on feedback. Issue has been resolved by

module convenor – deadline for next submission postponed by 1 week. University policy is 15 working days. Inanna and Gillian asks that the issue in future be referred to the MA officer as well as the module convenor.

Discrepancy in Masters Handbooks – Semester 2. Inanna asks the masters rep to send a list of all modules for which this was a problem. Mustapha suggests this issue should be escalated to the board meeting.

## **6. PhD Matters**

### **6.1 PhD Involvement in Departmental Panels/Roundtables**

PhD students may want to contribute to departmental events on current issues. Could staff organising extend the invitation to PhDs as well as staff? Inanna to communicate to staff.

### **6.2 Upgrade of Common Room**

Donia says this will be done when the budget is found.

### **6.3 Possibility of removing furniture in offices**

Donia suggests that it might be difficult as the furniture would need to be stored. Donia asks that PhDs email her with any unwanted/broken furniture.

## **7. Any Other Business**

### **7.1 Summer Handover**

Inanna to email information about the new team. DGS will be the point of call for Masters students if there is no one to replace Gillian.

## **8. Date of Next Meeting**