

**Blizard Institute  
Postgraduate Research Student Staff Liaison Committee  
4<sup>th</sup> February 2021**

**Confirmed Minutes**

**Staff members present:**

<b>Cleo Bishop (CB)</b>	<b>Blizard Institute Director of Graduate Studies</b>
<b>Kenny Linton (KL)</b>	<b>Academic staff member</b>
<b>Rachael Parker (RP)</b>	<b>Blizard Institute Deputy Manager</b>

**Student Members present:**

<b>Lavinia Austerschmidt (LA)</b>	<b>3<sup>rd</sup> year, Centre for Neuroscience, Surgery and Trauma</b>
<b>Rotimi Dina (RD)</b>	<b>2<sup>nd</sup> year, Centre for Cell Biology and Cutaneous Research</b>
<b>Atiya Sarmin (AS)</b>	<b>3<sup>rd</sup> year, Centre for Cell Biology and Cutaneous Research</b>
<b>Hale Tunbak (HT)</b>	<b>2<sup>nd</sup> year, Centre for Immunobiology</b>
<b>Lewis Woodward (LW)</b>	<b>3<sup>rd</sup> year, Centre for Genomics and Child Health</b>

**Apologies for Absence:**

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<b>Part 1 – Preliminary Items</b>	
1(a)	Welcome and introduction for new members <ul style="list-style-type: none"> <li>No updates.</li> </ul>
1(b)	Apologies for Absence <ul style="list-style-type: none"> <li>None</li> </ul>
1(c)	Minutes of the previous meeting <ul style="list-style-type: none"> <li>Minutes of the meeting held in October 2020 were agreed.</li> </ul>
1(d)	Report on matters arising and actions taken <ul style="list-style-type: none"> <li><u>PGR club</u> AS confirmed more PGR club committee members are needed. Ideally one more representative is needed. Once this is done AS will update the SSLC and PGR club slides. PGR club has not taken place this year so far. <b>ACTION:</b> RP email supervisors.</li> <li><b>ACTION:</b> CB mention at the next staff meeting.</li> <li><u>Careers Day</u> Agreed to take this forward as a one-day event to include Q&amp;A sessions and chat rooms as well as main speakers. <b>ACTION:</b> RD to take forward.</li> <li><u>SMD Careers Day</u> Nothing has been circulated so far. <b>ACTION:</b> AS follow-up with Adam Wilkinson.</li> <li><u>UKRI Funding Extensions</u></li> </ul>

	<p>Forms and guidance were circulated by RP on Tuesday 26<sup>th</sup> January with a deadline of Tuesday 16<sup>th</sup> February. Students are advised to contact CB or RP with any queries.</p> <ul style="list-style-type: none"> <li>• <u>Training Programmes</u></li> </ul> <p>AS had asked students for ideas of training courses they would like to see added. The following were suggested:</p> <ul style="list-style-type: none"> <li>➢ Statistics for Biologists</li> <li>➢ Data visualisation</li> <li>➢ GraphPad</li> <li>➢ How to generate diagrams and figures</li> <li>➢ Writing funding/grant applications</li> </ul> <p>CB agreed to feed this back to the Doctoral College.</p>
1(e)	<p>Terms of reference and membership</p> <ul style="list-style-type: none"> <li>• No updates</li> </ul>
1(f)	<p>Admissions, induction and enrolment</p>
	<ul style="list-style-type: none"> <li>• AS has met all new starters online and added them to the group chat. CB advised that Cecilia San Vicente Huizar started in February.</li> </ul>
<b>Part 2 – Programme Delivery and other matters</b>	
2(a)	<p>Programme/module developments and amendments</p>
	<p>No updates</p>
2(b)	<p>Learning and teaching matters</p>
	<p>No updates</p>
2(c)	<p>Assessment and feedback</p>
	<p>No updates</p>
2(d)	<p>Academic support</p>
	<p>No updates</p>
2(e)	<p>Organisation and communication</p>
	<p>No updates</p>
2(f)	<p>Learning resources</p> <ul style="list-style-type: none"> <li>• Library facilities / materials (books, journals etc.)</li> <li>• QMplus</li> <li>• QReview</li> <li>• Updates from faculty E-learning forums</li> <li>• IT</li> </ul>
	<p>No updates</p>
2(h)	<p>Student feedback</p>
	<ul style="list-style-type: none"> <li>• CB has not received any information about this year's survey, but it usually takes place around June.</li> </ul>
<b>Part 3 – Any Other Business</b>	
3(a)	
	<p><b>Graduate Studies Day 2021</b></p> <ul style="list-style-type: none"> <li>• GSD is currently booked for Thursday 8<sup>th</sup> July. The Perrin Lecture Theatre (max capacity 74) and foyer have been booked. We are currently planning for both an in-person and online event. CB will announce the date at the next staff meeting and RP will then start</li> </ul>

	<p>contacting students for talks and posters. CB asked for student views on how they would like the day to look for either scenario.</p> <ul style="list-style-type: none"> <li>• Suggestions were to consider holding the event across a week or several weeks if it is online, rather than a whole day of online talks.</li> <li>• An in-person event could also be spread access a week to keep within room capacities.</li> <li>• A decision is needed on this as soon as possible so that bookings can be made/amended.</li> </ul> <p><b>Return to campus</b></p> <ul style="list-style-type: none"> <li>• AS reported that some students are concerned because they are not informed when someone who has been in the Blizzard tests positive for Covid. Students think it would be helpful to know each week if there have been any positive tests. Some students are also unclear how positive cases should be reported.</li> <li>• Students also feel some communications could be more concise and easily accessible.</li> </ul> <p><b>ACTION:</b> CB highlight at the next staff meeting.</p> <p><b>ACTION:</b> Any students who are going into the Blizzard and do not feel comfortable should be encouraged to speak to CB.</p> <p><b>Celebration Event</b></p> <ul style="list-style-type: none"> <li>• Following Colin Bailey’s email about the recent SEMS award ceremony AS thinks it would be nice to hold something similar to boost morale and recognise efforts of both staff and students. This could be either at a Centre level or Blizzard-wide.</li> </ul> <p><b>ACTION:</b> CB raise the idea of an awards event with Tim Warner and Jo Martin.</p>
<b>Part 4 – Date of the next meeting</b>	
4(a)	<b>TBC - Semester 3 (2020/21)</b>