

**Blizard Institute
Postgraduate Research Student Staff Liaison Committee
29th October 2020**

Confirmed Minutes

Staff members present:

Cleo Bishop (CB)	Blizard Institute Director of Graduate Studies
Harveer Bindra (HB)	Research Administrator Cover
Rachael Parker (RP)	Blizard Institute Deputy Manager

Student Members present:

Lavinia Austerschmidt (LA)	3rd year, Centre for Neuroscience, Surgery and Trauma
Rotimi Dina (RD)	2nd year, Centre for Cell Biology and Cutaneous Research
Atiya Sarmin (AS)	3rd year, Centre for Cell Biology and Cutaneous Research
Hale Tunbak (HT)	1st year, Centre for Immunobiology
Lewis Woodward (LW)	3rd year, Centre for Genomics and Child Health

Apologies for Absence:

Kenny Linton (KL)	Academic Staff Member
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Part 1 – Preliminary Items	
1(a)	Welcome and introduction for new members <ul style="list-style-type: none"> No updates.
1(b)	Apologies for Absence
1(c)	Minutes of the previous meeting
2020.001	<ul style="list-style-type: none"> AS confirmed that SSLC/PGR club slides were updated. AS also raised that adding Nadia's (Barts PGR rep) details to the slides would be helpful for PGR students which CB agreed with. AS will add this. Action AS AS raised if there were any updates regarding annual leave being added on to MySIS following Graduate Studies Committee meetings. CB stated due to current C-19 situation this initiative had been put on hold, with the hopes that it will be looked into soon. AS stated that there was not much progression in regards to holding a careers day/job fair for PGR students, due to current C-19 situation. CB suggested holding the event online would be beneficial. RD suggested for industrial PhD students to contact their industrial sponsors in order to have potential employers at the event. CB

	<p>suggested checking with academic supervisors first before contacting industrial supervisors. Action RD</p> <ul style="list-style-type: none"> AS stated that they will look to contact Adam Wilkinson about arranging a separate careers day for Blizzard, similar to the SMD careers day they had previously arranged. Action AS
1(d)	<p>Report on matters arising and actions taken</p> <ul style="list-style-type: none"> PGR club Socialising at work in accordance with social distancing measures Effect of pandemic and lockdown on student progression and funding PGR administration support
2020.002	<ul style="list-style-type: none"> AS stated PGR club was previously halted due to C-19 situation but has now started again with first event on 29/10/2020. CB suggested to use MS teams breakout rooms function as a way to organise online social gatherings between groups, in order to facilitate socialising at work with social distancing measures. CB informed committee QMUL were currently waiting on UKRI guidance on costed funding extensions for final year students. Still no update. CB provided link to UKRI updates for SSLC members. No further updates in regards to PGR administration support.
1(e)	<p>Terms of reference and membership</p> <ul style="list-style-type: none"> Chair of the SSLC for 2020/21 academic year
1(f)	Admissions, induction and enrolment
2020.003	<ul style="list-style-type: none"> CB informed committee that two new students, Adrian Rodriguez and Natalia Moreno Sierra will be joining in November, both in Genomics and Child Health. LA raised that in NST that no events have been run for welcoming new PGR students. CB suggested that centre reps can run events online but not in person.
Part 2 – Programme Delivery and other matters	
2(a)	Programme/module developments and amendments
2020.007	Representatives reported on Programme/ module developments and amendments and the following points were noted: None
2(b)	Learning and teaching matters
2020.008	Representatives reported on learning and teaching matters and the following points were noted: None
2(c)	Assessment and feedback
2020.009	Representatives reported on assessment and feedback matters and the following points were noted: None

2(d)	Academic support
2020.010	Representatives reported on academic support matters and the following points were noted: None
2(e)	Organisation and communication
2020.011	Representatives reported on organisation and communication matters and the following points were noted: None
2(f)	Learning resources <ul style="list-style-type: none"> • Library facilities / materials (books, journals etc.) • QMplus • QReview • Updates from faculty E-learning forums • IT
2020.012	Representatives reported on learning resource matters and the following points were noted: None
2(h)	Student feedback
2020.007	<ul style="list-style-type: none"> • AS held PGR experience research survey. CB completed report and forwarded this on to doctoral college, with no specific actions emerging from discussions. AS raised that students were not aware of who to contact for development related issues, i.e. training. CB stated they included a slide in most recent induction regarding this.
Part 3 – Any Other Business	
3(a)	Graduate Studies Day 2021
2020.008	<ul style="list-style-type: none"> • CB raised idea of Graduate studies day at BRC. Ideally an in-person event later on in academic year is desirable in Perrin Lecture Theatre as opposed to online. LA raised that if social distancing measures continued, that students could attend in time slots with walking tours of posters in the lecture theatre. AS will ask students their preference for time of year and online/ in person attendance in PGR club meeting. Action AS
2020.009	<ul style="list-style-type: none"> • LA stated that it would be useful to have more bicycle lockups for students cycling to campus. CB raised this at BRC but with current situation, estates team will only deal with this if capacity becomes an issue. CB said reps need to raise this as an issue if PGR students are struggling with the bike lockup capacity. • LA raised that outdoor seating/eating area would be beneficial. AT stated as this was not a pressing matter it could be put on hold. • LA and AS stated David Bell has now set up a PGR group on MS teams which is working well. • LA received feedback regarding 9- and 18-month reports, that students were content and understood the process. • LW reported pressure on students by PIs to return to labs. LW stated issue has cleared up with most students now being happy to return to

	<p>labs. CB suggested to reps to keep an eye out for students concerned with commuting into work during the winter months. LW suggested to be mindful of vulnerable students during these upcoming months.</p> <ul style="list-style-type: none"> • HB will arrange next SSLC meeting date for 2020/21 academic year. <p>Action HB</p> <ul style="list-style-type: none"> • CB wanted reps' thoughts on training offered by Doctoral college, if they could recommend anything new. CB suggested an option for training biologists in statistics. CB suggested to AS and LA to ask PGR club if they had any ideas for new training programs which could be set up by Doctoral college. Action LA and AS • LW raised whether the Blizzard would remain open should the government increase restrictions due to C-19. CB assure that the Blizzard would remain open if restrictions were tightened.
Part 4 – Date of the next meeting	
4(a)	TBC - Semester 2 (2020/21)