



RESEARCH DEGREES COMMITTEE

12 March 2019

MINUTES

PRESENT:

Professor David Bogle (*Chair*)

Dr Sam Smidt; Mr Ben Colvill; Ms Helen Notter; Dr Paulo Drinot; Dr Benet Salway; Professor Kaila Srai; Dr Simon Banks; Dr Andrew Stoker; Dr Mark Freeman; Dr Jill Norman; Professor Andrew Wills; Dr Ruth Siddal; Ms Karolina Farrell.

In attendance: Mr Darren Payne (Secretary); Mr Adnan Ali (Doctoral School); Ms Alex Standen (UCL Arena); Ms Fiona McClement (item 5); Ms Clare Herbert (item 5); Mr Nick McGhee (item 11).

Apologies for absence were received from: Mr Derfel Owen; Professor Hynek Pikhart; Dr Patti Adank; Dr Sally Leever; Dr Virginia Mantouvalou; Professor Tania Monteiro; Professor Alison Diduck; Professor Stephen Marshall; Mr Saddiqur Rahman.

Key to abbreviations

CRS	Completing Research Status
DGT	Departmental Graduate Tutor
IRIS	Institutional Research Information Service
ISD	Information Services Division
PRES	Postgraduate Research Experience Survey
SLMS	School of Life and Medical Sciences
SMT	Senior Management Team
RDC	Research Degrees Committee

Preliminary business

17 MINUTES OF THE LAST MEETING

17.1 **Approved:** The minutes of the meeting held 9 October 2018.

18 MATTERS ARISING FROM THE MINUTES

18.1 There were no matters arising from the 8 October 2018 RDC minutes.

Matters for discussion

19 CHAIR'S BUSINESS

- 19.1 The Chair welcomed Ms Karolina Farrell, the research graduate student. Union nominated
- 19.2 The Chair confirmed that the Doctoral School had met with all Faculties as part of the Doctoral Planning Process, and thanked them for all of the time and effort they had put into their submissions. A common theme arising was no appetite for growth in student numbers as these are already strong with no plans to increase significantly from the current figures of around 6000.
- 19.3 There is work currently underway to help build cohorts, which is part of an institutional strategy. Portico and Student Records are helping to identify cohorts more specifically by programme area, but there has been delays in moving forwards.

21.8 The possibility of bringing anonymisa

DGT workloads were highlighted as a potential issue, however they can delegate to sub-committees if necessary.

- 22.7 It was agreed that the Faculty Graduate Tutor for Engineering and Faculty Graduate Tutor for Mathematical & Physical Sciences will work together to gather stats for DGT approvals and refusals, and li

- 23.6 The Student Records Manger confirmed that a proposal had been submitted to the Academic Model Project with ways the process can be improved. The proposal will be sent to members of RDC, and it was agreed that endorsement from Faculty Research Degrees Committee would help to give it more weight. It was noted that there is also scope if necessary, to work this up through the infrastructure and governance group in ISD as they may have some minor works project money available to develop this.

ACTION: Student Records Manager

24 BEST PRACTICES: FACULTY DOCTORAL PLANNING PROCESS 2018

- 24.1 ***Received*** Best Practices: Faculty Doctoral Planning Process 2018 paper at RDC 2-07 (18-19).
- 24.2 The Deputy Director of the Doctoral School introduced the paper which presented a digest of best practice from across the faculties in relation to PGR students. The elements listed had been selected by the Doctoral Training Strategy Committee as particular items of best practice

25.4

Other matters for approval or information
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29 UCL DOCTORAL SKILLS DEVELOPMENT PROGRAMME ANNUAL REPORT 2017-18

29.1 **Noted** UCL Doctoral Skills Development Programme Annual Report 2017-18 at RDC 2-10 (18-19).

30 MRES/MPHIL/PHD APPLICATIONS AND ADMISSIONS UPDATE

30.1 **Noted** MRes/PHil/Phd Applications a