

PGR AND ECR FORUM GROUP

- Postgraduate Researcher and Early Career Researcher Forum Group

MINUTES FOR THE FIRST meeting of the PGR and ECR Forum group meeting in the 2021-2022 academic session held on Thursday 11 November 2021 at 13:00-15:30 hrs online via Microsoft Teams: [Click here to join the meeting](#)

RF/RETI/21-22/F1/1. **Welcome and apologies for absence**

MEMBERS PRESENT:

Sofia	Lachhab	FBUS	PGR Representative
Alexandra	Stroleny	FBUS	ECR Representative
Emmanuel	Mogaji	FBUS	ECR Representative
Devanshi	Vikamsey	FEHHS	PGR Representative
Diola	Bijlhout	FEHHS	PGR Representative
Genevieve	Breau	FEHHS	ECR Representative
Ryan	Essex	FEHHS	ECR Representative
Joanna	Miest	FES	ECR Representative (Science)
Steven	Harte	FES	ECR Representative (NRI-Deputy)
Manuela	Carnaghi	FES	PGR Representative (NRI)
Camile	Stengel	FLAS	ECR Representative
Emily	Parsons	FLAS	PGR Representative
Aradhana	Mehra	RETI, GRE	Chair, Head of Research & Enterprise
Harvinder	Birdi	RETI, GRE	Researcher Training Officer, Secretariat
Kate	Southgate	RETI, GRE	Training and Research Programmes Manager, Deputy Chair
Paul	Angelo	GRE	Research Development Manager
Bradley	Cory	Students Union	Disability Student representative, Doctoral Society
Emma	Caney	Students Union	Academic Communities Coordinator
Rania	Hassan	Students Union	President of Doctoral Society
Nele	Leitolf	Students Union	GSU Officer
Keith	Casson	GRE	Enterprise Development Manager – invited for Agenda item 4.1 below at 14:00 hours

APOLOGIES RECEIVED:

Emem	Ekamen	FBUS	PGR Representative
Bawan	Ahmed	FEHHS	PGR Representative
Denise	Miller	FEHHS	ECR Representative
Osamh	Alshahed	FES	PGR Representative (Engineering)

NO RESPONSE RECEIVED TO INVITATION:

Georgios	Kampas	FES	ECR Representative (Engineering)
Kaysara	Khatun	FES	ECR Representative (NRI)
Maimoona	Amin	FLAS	PGR Representative
Esther	Olorunsomo	Students Union	Academic Representation Coordinator

AWAITING MEMBER NAME CONFIRMATION:

Awaiting	Name	FLAS	ECR Representative
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Items from Chair: -

- 2.1 Minutes of the extraordinary PGR ECR Forum meeting to discuss the Research & Knowledge Exchange Sub-Strategy held on Friday 8 October 2021 – were made available for information and were approved.
- 2.2 Minutes of previous meeting 18 June 2021 were approved with update on the following matters arising
- 2.3 Actions were updated by members.
- 2.4 Research and Enterprise Committee (REC) update
 - 2.4.1 The Research and Knowledge Exchange sub-strategy should be completed by the end of the year 2021
 - 2.4.2 REC is revising its Terms of Reference and its Membership with representations from PGRs
 - 2.4.3 The Academic Workload Planning Project is currently running to review BAW points etc. There is a Steering Group and representations from all faculties and research staff. The Union will also be involved with all negotiations.
 - 2.4.4 REF outcomes due in Spring 2022.

RF/RETI/21-22/F1/3. **Operational Matters**

- 3.1 COVID-19: Extension scheme
 - 3.1.1 The extension scheme is now open for the third time. Applications to be sent in by the faculty specific deadline to RETI and not to the faculty and should be fully completed, outlining the reasoning for requests. Applications are to be reviewed by the committee in December 2021.
 - 3.1.2 It was highlighted that the short notice of deadlines and if it is the last time the scheme running, it is disappointing as puts PGRs under pressure.
- 3.2 PGR remote guidelines update
 - 3.2.1 Paper going to the next REC meeting in December 2021 to consider the university position on home/international PGRs working remotely. Some aspects of the guidelines may be generic and may require a case by case approach. To finalise any arrangements for remote students, with consideration on what support and supervision is going to be available if the student is not returning to campus. Once the paper is approved it can then be circulated.
- 3.3 PULSE SkillsForge Management System update
 - 3.3.1 Currently working on the Transfer upgrade and testing phrase.
 - 3.3.2 Next release of update on system will be coming shortly which should resolve the issues the team has been notified of. Further updates of the system to be released to cover accessibility aspects.
 - 3.3.3 Lack of turn out at Supervisors' training has meant further training and resources will be made available.
 - 3.3.4 PULSE to be contacted for reporting any issues.

- 3.3.5 It was suggested that for accessibility it may be easier to use the logbook to record information and then use a screenshot to upload in PULSE.
- 3.3.6 For information, FAQ and updates on progression, staff and PGRs are encouraged to review the information currently available on website.
- 3.4 Online Registration
 - 3.4.1 New online registration system project is currently in place. Members are invited to provide any feedback on registration.
 - 3.4.2 Members highlighted issues and challenges faced by PGRs this year and were asked to forward registration issues and relevant emails to RETI.
- 3.5 Cumberland Lodge Christmas Conference
University (GRE) agreed to sponsor three PGRs to attend the conference <https://protect-eu.mimecast.com/s/tYi3CAN5RhEw5OrFG1LOU?domain=cumberlandlodge.ac.uk> Doctoral Society was thanked for shortlisting the applicants.

RF/RETI/21-22/F1/4. **Discussion Matters**

- 4.1 Pint of Science – Enterprise Development Manager, GRE - *invited agenda item – timed at 14:00*
 - 4.1.1 An initiative to discuss a research project in a community setting, like a pub, and delivery of research outcomes/aspects in a fun and enjoyable way. There are events taking place in May 2022.
- 4.2 Faculty PGR/ECR and Students Union members update and feedback (All).

None was reported
- 4.3 PGR Wellbeing Support
 - 4.3.1 It was highlighted that PGRs can apply for Greenwich Inclusion Plan. The START scheme is also available for PGRs. However, many wellbeing activities are advertised more to undergraduate students than PGRs. Members are requested to feedback for PGR wellbeing support.
- 4.4 3MT competition update
 - 4.4.1 Manuela Carnaghi, Winner of the National Vitae People's Choice award, was congratulated. MC thanked RETI for support and providing bespoke training which really helped.
 - 4.4.2 The 3MT competition is now open for 2022 and PGRs are encouraged to participate. Next Introduction to 3MT training will take place in January 2022. Members to raise awareness amongst their faculties.
- 4.5 Postgraduate Research Experience Survey (PRES) 2021 university-level findings
 - 4.5.1 The findings and outcomes for the university-level results were highlighted. Faculty level data to go to next REC for feedback.



PRES 2021 Sept 2021
REC.docx

4.6 RETI Training 2021-22 - *link to [RETI Mandatory and Optional Training Schedules](#)*

4.7 PGR Student Research Video Brief



PGR Research
Video Brief.docx

- 4.7.1 It was highlighted that university do not have any video for recruiting PGRs
Members to come forward if they wish to take part in the PGR research video or provide feedback.

RF/RETI/21-22/F1/5. **Any Other Business**

- 5.1 It was raised when the GRE Awards are planned for and if there are certificates available for the last event for the winners of the Awards. This was raised with GRE.

RF/RETI/21-22/F1/6. **Forum Meetings** - schedule for academic year 2021-22

1. Thu 11 November 2021, 13:00–15:30 | Microsoft Teams
2. Mon 28 March 2022, 13:00–15:30 | Microsoft Teams
3. Fri 17 June 2022, 10:00–12:30 | Microsoft Teams