NDS Education Committee – 13th Meeting – Minutes

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| **Date, Time:** | 25.11.2019, 11.30 |
| **Location:** | NDS Seminar Room |
| **Telephone call-in number**  | N/A |

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| **Attendance and Apologies** |
| **Name** | **Attendance** | **Apologies given** |
| Jon Austyn | Y |  |
| Ashok Handa | Y |  |
| Paul Johnson | N | Y |
| Regent Lee | Y |  |
| Simon Knight | Y |  |
| Richard Bryant | N | N |
| Claire Edwards | Y |  |
| Alex Green | N | N |
| Eleanor Wilson | Y |  |
| Srinivasa Rao | N | N |
| Sushma Shankar | N | N |
| Jo Snoeck | Y |  |
| Emily Hotine | Y |  |

**Agenda Items:**

1. **Greetings and Apologie**

The committee welcomed Emily Hotine, the Athena Swan Coordinator for NDS

1. **Matters arising**

**2.1 JNDS Issue 1**

This is now scheduled for January 2020, with an intention for a termly publication

It was AGREED that a call would be made for contributions from MSc Integrated Immunology and PGR students for future publications

* 1. **Summer studentships**

Summer studentships had not yet been offered. However NDS had participated in the University UNIQ+ programme in 2019, with one student joining CE and another with Joanna Hester. CE offered to host again next year. JS also noted EOIs from 3 NDS laboratories.

**2.3 Wolfson Marriott Graduate Scholarships 2019/2020**

JA reported that NDS had been successful in securing a scholarship for 2020/2021, with the NDS application having been ranked first by Wolfson College

1. **Clinical fellowships and PGR studies**

There was much discussion of this item.

**3.1**. It was AGREED that clinical fellowships, of whatever type, should not be automatically linked to the offer of a DPhil, in line with MSD policy

**3.2** It was AGREED that clinical fellows undertaking a DPhil should devote no less than 40 hours per week to research work. (It was accepted that such fellows would normally be permitted to undertake 1 outpatient clinic per week, or a locum every two weeks on average).

It was further AGREED that CTRFs (on a 50:50 research:clinical duties time commitment) would not be elible to apply for a DPhil, but could be considered for a MSc by Research degree.

**3.3** It was AGREED that clinical fellows who were offered a salary and a studentship would be permitted to choose which one they wished to accept.

**3.4** It was AGREED that JA and JS would draft a letter setting out the above conditions which would be sent from JA (DGS) to all PIs; FCH would be asked to countersign this letter if content.

It was AGREED that JA (DGS) would endeavour to meet up with each PGR student on an annual basis, and would request a plan of research versus clinical work with each clinical fellow to ensure that sufficient time was devoted to PGR study.

1. **NDS Joint Consultative Committee (JCC)**

It was AGREED to establish a JCC to be held on a termly basis, ideally before the EC and MEB meetings. The remit would be to facilitate communication from students to NDS committees and the MEB, and vice versa. It was further AGREED that membership of the JCC should include JA (DGS); EW (Graduate Studies Administrator); EH (Athena Swan Coordinator); CE (NDORMS representative etc.); and several PGR and PGT students with basic science and clinical backgrounds from different NDS sites. CE agreed to announce this at NDS Away Day 2020.

1. **Critical Reasoning Course**

It was AGREED to establish a Critical Reasoning course to be delivered by NDS, with the aim of running this as a pilot in 2020. The rationale was for the Department to fulfill a key MRC DTP Eligibility requirement as follows:

“Department offers some training events/courses for their students and will allow MRC-funded students from other departments to access these events/courses, which will be advertised on relevant platforms e.g. the MSD skills website.”

(It was noted that Ian Mills and Alistair Lamb were considering a new course on ‘big data’ which could also contribute to the above requirement).

1. **Graduate Admissions Panel**

It was AGREED to establish a graduate admissions panel, from which members would be invited to shortlist and/or interview PGR candidates. (CE ageed to continue to be involved in ranking students for the MSD Studentship Competition).

1. **AOB**

It was AGREED to consider the following as separate agenda items for the next EC meeting:

7.1 Introduction of part-time PGR degrees (CE)

7.2 Offer of MD, rather than DPhil, for clinical fellows undertaking PGR studies (JA)

7.3 Top-up of minimum stipends for research students who have secured competitive funding (CE/JS)

1. **Date of next meeting**

TBC, but probably after the next UAB deadline, i.e. 24th February 2020/

* 1. It was suggested that the name of the Education Committee be changed to “NDS Academic Committee”; to be discussed at next meeting.
1. **Date of next meeting**
	1. No date of meeting was set. Meeting will be scheduled for Hilary 1st week unless objections are met.

**Action points**

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| **Point** | **Person** | **Action** |
| 1-6 | JA | To take discussion to Executive Committee |
| 2 (2.1) | EW | Call for contributions to JNDS |
| 3 | JA/JS | Draft letter to be sent to all PIs from JA and FCH |
| 4 | CE | Call for student representation on the JCC at the Away Day 2020 |
| 5 | JA/AH | To meet in order to establish the Critical Reasoning course |
| 6 | JA/EW | Send invitations for Graduate Admissions Panel |