

CONFIRMED

LIVERPOOL HOPE UNIVERSITY

Research Degrees Sub-Committee: 2nd February 2022

PRESENT:	Professor A Nagar (in the Chair), Dr O Barden, Dr W Blazek, Dr S Podmore
By invitation:	Ms G Beer, Professor P Childs, Mr C Leyland, Dr S Marwood, Dr L Woodfield
Apologies:	Dr B Briliute, Miss Z Marshall, Dr C Walsh
Secretariat:	Mr Marc Jones

1. Minutes of Previous Meeting

Members had received minutes of the meeting held on 28th April 2021. The minutes were **APPROVED** as a correct record.

2. Matters Arising

(i) Terms of Reference (actum 1)

The Chair confirmed that the Terms of Reference have been updated.

(ii) Unsuccessful Applications (actum 3)

The Chair informed members that he had examined data re unsuccessful PhD and Professional Doctorate applications, adding that he is currently working with IT Services to identify applications made by applicants who do not meet the entry requirements for the courses in question. Dr Barden suggested that the process be automated.

(iii) Revisions to PGR Regulations (actum 4)

The Chair informed members that all partner institution regulations and codes of practice have now been consolidated into one document.

3. PGR Regulations, AMR of Students and Annual updates

(i) Liverpool Hope

Members had received the ARE report for Liverpool Hope. The Chair thanked Ms Marshall for assembling the data for the report and undertook to work with PGR Co-ordinators across the University to finalise their contributions to the report.

ACTION: Chair to contact PGR Co-ordinators, as above.

(ii) Maryvale Institute

Members had received the ARE report for Maryvale Institute. Dr Podmore asked whether a replacement moderator for Maryvale has been appointed, following Dr Juhasz's relinquishment of the role. The Chair asked Mr Jones to contact Professor Cuthbertson re this.

ACTION: Mr Jones to contact Professor Cuthbertson re Maryvale moderator.

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(iii) Newman University

Members had received the ARE report for Newman University. Dr Woodfield informed members that the university received a comparatively low number of PGR applications during the 2020/21 academic year, adding that a number of applications have been received so far in the 2021/22 academic year.

4. PGR Skills Programme

The Chair informed members that he is currently working with Ms Anton on the PGR Skills Programme for the remainder of the academic year, adding that a paper in relation to PGT skills will be presented to the next meeting of Research Committee. Dr Barden emphasised the importance of the skills programme reflecting the full range of approaches to research across all disciplines. Dr Barden suggested that PGR skills events listed on the online store as 'for staff and students' be divided into staff sessions and student sessions in order to cater fully to both groups.

5. Creative and Performing Arts Proposal

Members had received the School of Creative and Performing Arts proposed model for ratio of writing to practice for PhD. Members agreed in principle with the proposal. The Chair asked Mr Jones to request a document detailing the process by which the proposed model was arrived at from Dr Zontou.

ACTION: Mr Jones to contact Dr Zontou, as above.

6. Student Matters

Mr Leyland informed members that the PGR study space is not currently being used to its fullest capacity and suggested that the booking system put in place during the earlier stages of the pandemic be relaxed in order to rectify this. The Chair asked Mr Leyland to email PGR students re this.

ACTION: Mr Leyland to email PGR students, as above.