



## Research Voice Forum

### Minutes

[07.02.2025]

#### Attendance:

##### Students:

Marley Treloar (CPC),  
Georgina Cockburn (C-DaRE), Yasaman Namazi (CAWR), Lucy Deacon (GLEA), Nurfitriah (CAMC), Hamid Hamid (CBiS), Nbuwak Yashim (CAWR), Sana Cheruvalil (CBiS)

##### Academic Staff:

Luca Morini, James Malcolm, Lindsay Balfour, Marie- Louise Crawley, Jason Begley, Jin Park, Igor Morozov, Abbie Cox, Sheena Gardner,

##### Doctoral College Staff:

Sam Morgan, Chris Day, Annie Bryan, Katy Morrison, Carolyn Wynne

##### Other Staff:

Priya Mehta (Library), Mark Adams (Talent Team), Blessing Wemere (SU)

Georgina Cockburn (Chair)

#### Apologies:

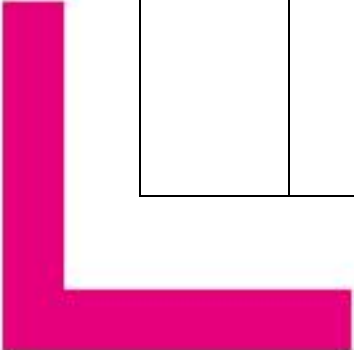
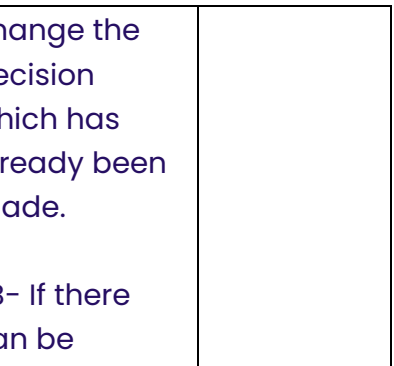
Gabriel Marin Vandebroucke (CBiS), Henrietta Hale (C-DaRE),

#### Open Items from the Previous Minutes:

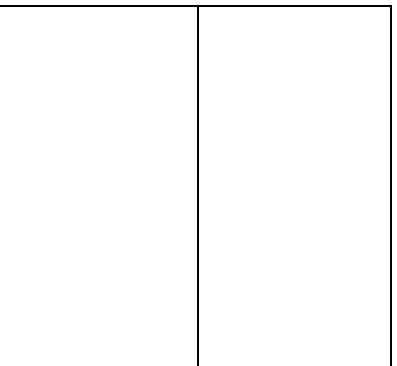
Item	Issues/Feedback	Minutes	Action	Responsible	Deadline
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9.2.	7010 Access- Teaching and non- Teaching Opportunities are not available to PGR students	ADR representative to be invited to RVF3	<p>DC to invite ADR to RVF3. However, CW to give more insight on this, however, not sure this has been done due to the restructuring and organisational consultations ongoing.</p> <p>Therefore, DC not able to provide any more information on this at this time.</p> <p>PGRs should reach out to the brilliant club. A charity, outside of the UK. They would be able to help PGRs with some teaching opportunities in schools  <a href="https://thebrilliantclub.org/">Annie Bryan: https://thebrilliantclub.org/</a></p> <p>CD – Has checked with Tom and 'teaching activity' is not restricted to holding lectures. PGRs to confirm with AEPD in advance of</p>	<p>DC to still investigate this.</p> <p>Reps to share this update with other PGRs</p>	Next RVF
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			making their application to join the course. Email <a href="mailto:aepd@coventry.ac.uk">aepd@coventry.ac.uk</a>		
8.12.	Health and Wellbeing Concerns – no more face-to-face consultations.	PGR Officer to take to research committee	<p>PGR Officer had raised this concern during the research committee that happened in December.</p> <p>The directors and Governors have acknowledged that this should not be the case and this would be changed.</p>	HH	Done (Ongoing)
	<p>CBiS Space being shared with other centres.</p> <p>Also, concerns with equipment being outdated in the Jaguar Building, need to be reviewed and updated</p>		<p>CW - There has been a visit to the space, and the understanding is that there is enough desk space for everyone but limited meeting spaces.</p> <p>JB- This is relating to the Jaguar Building. However, believes that once restructuring is done, there would be less pressure on existing spaces.</p>	<p>CW- There has been a review of the spaces, particularly based on the actual number of students actually utilising it. It may be impossible to</p>	<p>Would be re-opened if raised again.</p> <p>Closed</p>



			<p>LM- There are a lot of PGRs in GLEA, CPSA, CFCI and CBiS. Concerns with the PGRs being packed and uncomfortable, However, taking into consideration the need to be merged and for collaborations.</p> <p>HH- The issue is basically about PGRs being told to squeeze into one room, when other rooms are empty and PGRs cannot access, especially when most PGRS from the centres are on site. This has also caused most PGRs to avoid coming to campus as the space is uncomfortable.</p> <p>JB- After reaching out regarding the "empty room", these rooms were actually booked out for various activities and/or</p>	<p>change the decision which has already been made.</p> <p>JB- If there can be updates about the other spaces that exist outside of Jaguar, giving the PGRs a range of options.</p>	
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			<p>meetings and were not actually empty as previously noted.</p> <p>A potential solution from PGR perspective would be the considerations for PGRs to be given access to other spaces, particularly the ones where the academics use, which is mostly just very few academics at a time in the room.</p>		
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### Minutes of current meeting:

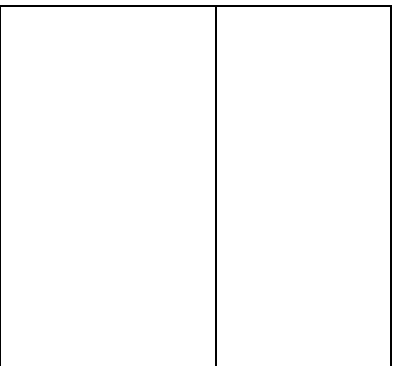
Item	Issues	Action	Responsible	Deadline
8.9.1.	Restructuring in CBiS and CFCI – the impact on PGRs	<p>JB- CW had put out an email to inform students that they would try to make any transitions as painless and smooth as possible and does not impact them negatively.</p> <p>Although the kind messages from PGRs have been appreciated, but would encourage the PGRs to focus on their PhD and not to worry so much about the Academics for now.</p> <p>CW- Any feedback received from both students and staff would be reviewed by who is in charge. This would be produced as an outcome document. Although the PGRs would not receive any feedback but this would likely be shared with staff.</p>	DC and PGR Leads	Answered
	No more social days in CBiS	<p>JB- This has been raised to the centre director, and this would be okayed. However, due to the restructuring currently ongoing, this has been paused but would be looked at on a case-by-case basis.</p> <p>LM- However, if the event is designed to build a research culture, funding can be allocated. Encourages PGRs to propose these events and activities, however approval is not on the remit of the PGR Leads but on the Centre Directors.</p>	PGRs to propose events	Closed
	Mental Health Support for PGRs	SM- wants to confirm the route PGRs have been going through, is it via email to welfare.ss or through the PGR spectrum on the portal.	Research Reps and H&W	Ongoing

		<p>PGR reps to gain more feedback regarding the service changes and this should be taken to the H&amp;W Team</p> <p>For the H&amp;W contact staff for PGRs to be invited to next RVF. <b>Gemma Lavery &lt;aa2306@coventry.ac.uk</b></p>		
	<p>Visa Concerns for PGRs</p> <p>International Students</p>	<p>SM –This is being looked at by the ISC Team, this has not been released as of yet, maybe due to the enrolment period and the business of the period.</p> <p>However, this can be rolled over to the next RVF if they are yet to be answered before then.</p> <p>Updates that some of the staff contacts who are on the list are no longer in the university and there's a need for review by the SU Staff.</p> <p>Is it possible to have the Visa Team meeting with the Research Reps before the next RVF, potentially sometime this February. A suggestion from CD would be for the reps to already gather questions that they would need feedback on.</p>	<p>ISC and PGR Reps</p> <p>SM to help coordinate</p>	Next RVF
10.1	Annual Regulations and Procedure Review	Annual review of research. Reviews of English language and entry requirement. Changes to viva process.	CW	Closed
10.2	PRES	<p>Last ran in 2023, would be run this year again.</p> <p>Would encourage feedback from PGRs, both positive and negative.</p> <p>Would be coming round centres end of Feb/ March. The actual survey opens on the 7<sup>th</sup> of April and would run until 6 weeks later. If there are less than 10 responses from a research centre, the feedback would be amalgamated, so encourages PGRs to give their feedback.</p>	CD	Closed

		For reps to encourage other PGRs to give their feedback.		
10.3	DC	Would take place first week of May after the bank holiday. Looking at 3 main areas, basically on how we support our PGRs, supervisors and research staff. DC are really keen to get a broad voice from the PGR community, be it Part-time or Full-Time PhD program.		
10.4	Updates on the New Deal for PGR and stipend rates	20,780 per year, would be started from 1st October 2025	CW	Closed
10.5	RCAD and associated competitions	Annual PGR Conference- an opportunity to present your research and network with others. 3Minute Theseis PGR of the year nominees, shortlisted to 8 Outstanding Supervisory Team of the year. There would be food as well	CD	Closed
10.6	PGR reps supporting feedback on new website and portal pages	Revamping to the portal pages. The idea is to simplify and make things less cluttered, CD would be reaching out to PGRs to get feedback. <a href="https://coventryuniversity.createsend.com/campaigns/C096C4E147F777D7/sent?pageNumber=1">coventryuniversity.createsend.com/campaigns/C096C4E147F777D7/sent?pageNumber=1</a>	CD	Closed
10.7	Proposed changes to Viva and access to Examiner Preliminary Reports	There haven't been any formal proposals for changing the viva other than the Preliminary Reports at this stage. A working group will be commencing in the next couple of weeks to consider the required level of experience of Examiners	CW	Ongoing



10.8	AI Guidance	There is now draft guidance based around the UG/PGT that will be finalised shortly Unfortunately there was no PGR input directly as we had no volunteers for the focus groups we tried to run. We will be open to feedback once it is released as AI is an ever-moving beast	KM	Closed
10.9	Annual regulations and procedure review	Already discussed	CW	Closed
11.	<p>Student Union Announcement of PGR Roundtable Talk Event happening on the 6<sup>th</sup> and 7<sup>th</sup> March 2025.</p> <p>Also announcement on the Staff Voice awards, for both academic and professional services staff members who have supported with Student Voice Forums. This is happening</p>	BW to send more information via email closer to time.	BW	Closed



	<p>on 24<sup>th</sup> March 2025</p> <p>Also, Student Voice Awards; strictly for reps which is happening on 25<sup>th</sup> March 2025. Nominations for the award categories open on Monday, the 17<sup>th</sup> of February and Close on Wednesday, 5<sup>th</sup> of March</p>			
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