

Doctoral College Board 2020-21

Terms of Reference

1. To consider all elements of Doctoral Training and, together with the Director of the Doctoral College, be responsible for leading and directing the development of the Doctoral Researcher environment at the University of Southampton.
2. To receive reports from the Professional Development Subcommittee and take overall responsibility for the Doctoral College Professional Development Programme.
3. To receive reports from the PGR Quality Monitoring and Enhancement Subcommittee of AQSC on the delivery and quality assurance of Doctoral Research provision across the University. (These will inform the strategic direction of the Doctoral College but ultimate responsibility for PGR quality monitoring and enhancement will remain with AQSC/Senate via the PGR QME Subcommittee).
4. To provide strategic direction for co-ordinating and determining the distribution of University scholarships in consultation with Faculties.
5. To act as a forum for sharing good practice.
6. Together with the Centre for Higher Education Practice (CHEP), to lead the provision of support and training for PGR supervisors.
7. To promote a broad range of personal development and welfare services available for postgraduate students and help develop a community of Doctoral Researchers.
8. To co-ordinate information, advice and resources for academic and professional staff to better facilitate the support of PGR studies and development.

Membership

Chair (Director of the Doctoral College)	Professor Chris Howls
Chair of the Professional Development Subcommittee	Professor Chris Howls
Faculty Directors of Graduate Schools:	
Faculty of Arts and Humanities	Professor Ryan Bishop
Faculty of Engineering and Physical Sciences	Dr Alan McAlpine
Faculty of Environmental and Life Sciences	Professor Tim Minshull
Faculty of Medicine	Dr Ashley Pringle
Faculty of Social Sciences	Dr Ros Willis
Doctoral College Manager	TBC
1 representative from the Centre for Higher Education Practice (CHEP)	Heather Mackenzie, Doctoral College Professional Development Programme Manager
Quality, Standards and Accreditation Adviser (QSAT)	Catherine Willetts
Associate Director (SAA)	Roz Stanton
Faculty Academic Registrar	Joanne Honey

2 representatives from the Faculty Graduate School Offices	TBC TBC
Vice-President Education & Democracy (SUSU)	Avila Chidume
1 SUSU-elected PGR Faculty Officer	Andrei Dascalu (FEPS)
Secretary	Doctoral College Manager

Other relevant officers from Professional Services and colleagues from Faculties may be in attendance as appropriate to the business, for example:

Chair of PGR QME Subcommittee	Professor Anna Barney
Academic Registrar	Claire Atkins
Faculty Academic Registrar (SAA)	Suzi Christian-Greaves
Doctoral College Digital Marketing Co-ordinator (SAA)	Juliet Hasson
PGR Harmonisation Lead (SAA)	Stephen Wakeling
Research and Innovation Services	Mylene Ployaert, Head of Research Funding Development
University Library	Wendy White, Associate Director (Research Engagement)
Public Engagement with Research Unit (PERu)	Jo James, Public Engagement Manager
iSolutions (for PGR Manager project)	Simon Robertson, Senior Project Manager
Risk, Health & Safety directorate	Kelly Aubrey-Harris, Health and Wellbeing Adviser
Enabling Services (Student Services)	Jayne Calvert, Enabling Services Manager
Careers & Employability Service	Victoria Shawley, Specialist Practitioner (Careers)
Equality, Diversity & Inclusion (Human Resources)	Camilla Gibson, Equality, Diversity & Inclusion Manager
International Office	Sara Sandford, Regional Director

Frequency and Timing

Five meetings per year.

Quorum

Doctoral College Board will be quorate with one third of membership plus one in attendance.

Reporting Requirements

Doctoral College Board reports to Senate.