

From: Roberts, Graham graham.roberts@ucl.ac.uk
Subject: Re: Head of Research Group Meeting
Date: 19 November 2014 at 2:31 PM
To: Green, Tania tania.green@ucl.ac.uk



Hello,

I won't be able to attend the meeting tomorrow so will need to send my apologies.

For the item on PGRs and PGTA duties, I have made the proposal below for both departmental scholarship students and PGRs in general. What I would like to see is a clear definition of how much PGTA work the various categories of students should do, so we are in a position to accurately calculate the PGTA capacity (number of students, terms and hours available) each academic year. Doubtless there is likely to be some debate over the number of hours, but we need a clear statement/strategy to be defined.

The departmental scholarship students should do two terms of PGTA work (under the label of teaching training) within the programme of study, that would be part of the scholarship requirements and *not* paid extra. This would be up to 16 hours per week. Or this could also allow for 8 hours weekly spread over four terms.

For research students in general: A requirement to take on PGTA duties for up to 6 hours per week during term time (including term 3), for a minimum of half of the terms during their programme of study. For a three year student this would be 4.5 terms, four year 6 terms. There would likely need to be some variation for different categories of students, taking into account funding.

All students should use their PGTA experience to apply for HEA Associate Fellow (application requires a set of case studies based on teaching experience to be submitted).

On 19/11/2014 13:10, "Green, Tania" <vania.green@ucl.ac.uk> wrote:

Dear All,

Just to confirm the next Heads of Research Group meeting has been scheduled for the 20th November 2014 at 1.30-3pm in 6.12, not 2pm as stated in the previous email.

Regards
Tania

-----Original Message-----

From: Angela Sasse [mailto:A.Sasse@cs.ucl.ac.uk]
Sent: 19 November 2014 13:06
To: Green, Tania
Subject: Re: Head of Research Group Meeting

can you confirm it's 14.00? it was booked in my diary for 13.30

On 19/11/2014 13:01, Green, Tania wrote:

Hi All,

I have attached the meeting agenda for any additional items, Massi has made some changes to the agenda which have been added, if you are unable to attend to meeting please send your apologies.

The meeting is scheduled to take place this Thursday 20th November at 2pm in room 6.12.

Regards

Tania

Tania Green

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PhD Application Support

http://www.cs.ucl.ac.uk/admissions/phd_programme/applying/

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Applicants for admission in September 2015 must be submitted by
Monday 15th December 2014.

*/Please ensure that your PRISM application form is complete before
submitting it, as only complete applications will be considered./*

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Graham

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