

Postgraduate Researcher Development Steering Group

Terms of Reference

Delegated Authority and Purpose	On behalf of the University Research Degree Committee, this steering group will be the principal deliberative committee for the strategic direction, nature, quality, development and delivery of postgraduate researcher skills development provisions at BU.
Main responsibilities	<ol style="list-style-type: none"> 1. Develop and enhance the strategic direction, nature, quality, development and delivery of the University's provision of researcher development for postgraduate research students (PGRs) which reflect the needs of all PGRs. 2. Guide centrally and faculty provided researcher development provisions promoting complimentary support of both increasing the personalisation of support for PGRs. 3. Monitor and review feedback submitted from PGR students in various forums including, but not limited to, RDP feedback survey, SimOn and Postgraduate Research Experience Survey (PRES) and feedforward responses. Encourage consistent feedback processes. 4. Evaluate University-wide PGR researcher development provisions, to ensure all programme content is maintained at a high standard and aligns with the university strategic priorities under BU2025. 5. Make recommendations on institutional system developments (e.g. Brightspace, ResearchPAD). 6. Create and endorse a 'training needs analysis' method to enable PGRs to identify their development needs and provide guidance for PGRs and their supervisors on implementing this method. 7. Maintain awareness of and interpret national and international policy implications for researcher development (e.g. RCUK Statement of Expectations for Postgraduate Training, and the Concordat to Support the Career Development of Researchers). 8. Develop a consistent and suitable set of guidance for research development engagement for PGRs and communicate to relevant stakeholders. 9. Promote the benefits of facilitation of researcher development to staff and the benefits of engaging with researcher development to PGRs. 10. Enhance the overall PGR student experience at BU.
Duration	Permanent
Chair	Doctoral College Research Skills & Development Officer
Deputy Chair	Doctoral College Academic Manager
Management and Support	Secretary – Doctoral College Academic Manager Clerk – Doctoral College Resource Administrator
Membership	Research Skills and Development Officer [Chair] Doctoral College Academic Managers [Secretary]

	<p>One Postgraduate Researcher Student Champion from each Faculty:</p> <ol style="list-style-type: none"> 1. Health & Social Sciences 2. Management 3. Media & Communication 4. Science & Technology <p>One Academic Champion from each Faculty:</p> <ol style="list-style-type: none"> 1. Health & Social Science 2. Management 3. Media & Communication 4. Science & Technology <p>Centre for Fusion Learning, Innovation & Excellence Representative Library Representative Careers Service Representative RDS Representative (Engagement Officer) Early Career Researcher</p> <p>It is at the discretion of the Chair to require the presence of particular individuals for any given discussion.</p>
Quorum	50% +1
Usual Number of Meetings	Twice per year and on an ad hoc basis if necessary
Reporting Line	University Research Degree Committee
Minutes	University Research Degree Committee
Sub-committees	None
Publication	Non-confidential confirmed minutes are routinely published
Notes	<p>Review terms of reference annually</p> <p>Postgraduate Research Student Champion and Academic Champion 2 year membership term</p> <p>All other members indefinite membership term</p> <p>Additional members may be added if required</p>