

The background of the slide is a photograph of a large, historic stone building with a prominent central tower and red-tiled roof, likely the University of Manchester's main building. The image is partially obscured by a semi-transparent white banner containing the title and date.

PGR Administrator Network

Thursday 28 April 2016

Postgraduate Research Administrator Network

Thursday 28th April 2016, 9:00 – 12:30

Dalton Room, Manchester Innovation Centre, Grafton Street

9.00 – 9.30 Registration (*Tea/ Coffee provided*) (30 mins)

9.30 – 9.35 Welcome (5 mins)

Vicky Turner, Graduate Education and Researcher Development, Research and Business Engagement Support Services (RBESS)

9.35 – 10.00 Graduate Education Update (25 mins)

Helen Baker, Head of Graduate Education and Researcher Development, Research and Business Engagement Support Services (RBESS)

10.00 – 10.15 eProg Update (15 mins)

Helen Baker, Head of Graduate Education and Researcher Development, Research and Business Engagement Support Services (RBESS)

10.15 – 10.30 Wellbeing Update (15 mins)

Mark Leech, University Researcher Development Co-ordinator, Graduate Education

10.30 – 10.45 Internationalisation (15 mins)

Tanya Luff, Head of International Relations

10.45 – 11.10 Coffee Break (*Tea/Coffee and Cake*) (25 mins)

11.10 – 11.30 Q&A Session (20 mins)

Tier 4/ Internationalisation/ eProg replacement/ Graduate Education/ wellbeing/ Research Strategy

11.30 – 11.40 Table discussions (10mins)

11.40 – 12.25 PURE Demo followed by Q&A session (45mins)

12.25 – 12.30 Closing Remarks (5 mins)

Vicky Turner, Graduate Education and Researcher Development, Research and Business Engagement Support Services (RBESS)

Update on Graduate Education projects PGR Admin network – April 2016

Helen Baker

*Head of Graduate Education and Researcher Development,
Research and Business Engagement Support Services (RBESS)*

Graduate Education update



- Policy updates (exams, presentation of theses, skills training)
- Student Experience
- Library PGR projects
- Processes and Systems

Policies

- Examinations policies – aiming for May 2016
 - ▣ Nomination of examiners
 - ▣ Examination of doctoral degrees
 - ▣ Examination of MPhil degrees
 - ▣ Resubmission and Re-examination
- Presentation of theses (including alternative format)
 - ▣ Been through open consultation
 - ▣ Alternative format working group established
 - ▣ Final redrafts - aiming for June 2016
- Skills training policy – first redraft in preparation
- Fitness to study policy
 - ▣ TLSO developing new policy
 - ▣ Working group currently being established
- What's next?
 - ▣ PGR consultation website
 - ▣ Circumstances leading to change to postgraduate research study

Student experience

- New strategies – May 2016 MDC
 - ▣ PGR wellbeing
 - ▣ PGR employability
- My futures month June 2016 - <http://www.researcher-development.manchester.ac.uk/futuremonth/>
 - ▣ Pathways – 10th June
 - ▣ Showcase – 30th June
- PGR Community
 - ▣ Dec15/ Feb 16 – recommendations discussed at MDC
 - ▣ Faculties discussing recommendations and actions with schools
- PGR Space
 - ▣ Bad news – lost Schunck space
 - ▣ Good news – dedicated PGR space within the library

Library related PGR projects

- ❑ **ORCID (RAPIIDS) – lead Scott Taylor**
 - ❑ Policy – all researchers must have ORCIDs
 - ❑ How capture for PGRs?
- ❑ **Research Data Storage (RDM) – lead Stephen Pearson**
 - ❑ PGRs included in RDM policy
 - ❑ Working with library on data storage for PGRs, training for PGRs and communications strategy
- ❑ **Open access publications – lead Helen Dobson**
 - ❑ HEFCE open access policy – all peer reviewed journal articles and conferences papers accepted from 1st April must be made open access
 - ❑ All researchers – deposit author accepted manuscript in institutional repository
 - ❑ Library's Open Access Gateway (www.manchester.ac.uk/openaccess/gateway)
- ❑ **eScholar thesis submission workflow – lead Kate Holmes**
 - ❑ Default position - Open access within 12 months
 - ❑ Include supervisor in approval of thesis access settings
- ❑ **Scopus data – lead Stephen Pearson**
 - ❑ Reports presented to MDC on publications by PGRs for 2007/08 and 2008/09
 - ❑ 2009/10 data available in June 2016

Processes & Systems

- Marketing, recruitment and admissions review
 - ▣ 5 workstreams – one focussing on PGR admissions form / referral system
 - ▣ Work to be completed as part of the student lifecycle scoping project
- PGR funding management
 - ▣ Business processes – standardised process maps and guidance docs
 - ▣ Systems – management information reports on PGR funding
- PG funding database
 - ▣ Potential solutions been put forward – Operational group May 3rd / EPB May 9th
- Student Lifecycle programme – 3 workstreams
 - ▣ Scoping project (mapping processes for student administration)
 - ▣ Pilot project (MBS distance learning programmes)
 - ▣ eProg replacement (PGR progression, assessment, attendance monitoring)

ePprog



1. Brief recap

- Project initiation July 2015
- Discovery activity – workshops
- High level requirements defined
- Solutions overview

2. Current status

- Options defined
 - Off the shelf package - X
 - CS9.2 - ?
 - New system- ?

3. Next steps

- CS9.2 feasibility assessment and proof of concept analysis
- Confirm recommended solution (eprog replacement EPB)
- Incorporate requirements within student lifecycle business case (July 2016)
- Timeframe – aiming for Summer 2017 (but dependent on solution)



PGR Wellbeing at The University of Manchester

1. Where we were
2. “You said, we did”
3. Where we are now
4. Next steps



PGR Wellbeing at The University of Manchester

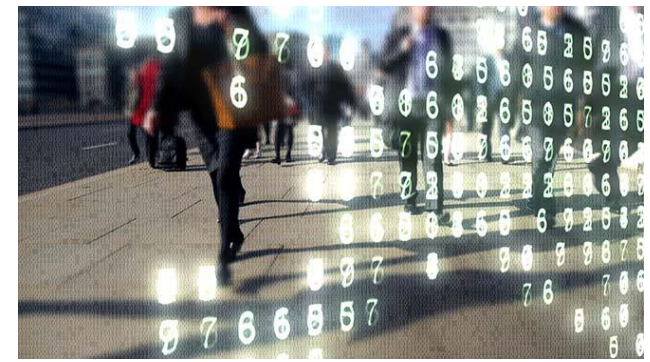
1. Where we were

- Scale of the issue supported by stats
- Feedback from staff and PGRs lacking
- Pockets of activity and support but not joined up into a coordinated University overarching strategy

2. Some stats

Counselling Services

- In 2013-14, CS saw 254 PGR students for 1:1 sessions;
- 10.5% of total student clients;
- For 2013/14, PGRs made up 9% of the student population, so proportionally about right;
- Approx. 7% of PGR students use CS in a year;
- Figures do not include those who attend workshops/drop-ins, so numbers of PGRs seeking/receiving help will be greater.



The Atrium

- 17% of the students seeing Student Advisor in autumn semester 2014 were PGRs
- Issues discussed:-
 - 50% Interrupting or withdrawing
 - 7% Accommodation
 - 7% Finance
 - 78.5% Health and Wellbeing**
 - 21% Mitigating Circumstances
 - 21% Other Service referrals
 - 7% Course issues
 - 36% Complaints & Appeals (28.5% of those were Harassment cases)



PGR Wellbeing at The University of Manchester

2. “You said , we did”

- Collected feedback from specific events:
 - PGR Administrators Network meeting;
 - PGR reps (PGR rep event)
 - Research and PGR Strategy Away Day
 - Specific groups of PGRs



PGR Wellbeing at The University of Manchester

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PGR Wellbeing at The University of Manchester

2. “You said , we did”

Key Findings:

- Two distinct, but related issues:
 - **Mental health**
 - **Supervisor: student relationship**
- Isolation and not feeling integrated/part of something bigger
- Raise awareness of **support** available (e.g. Inductions, Comms Plans)
- One-Stop shop for **Guidance** (e.g. who to contact)
- **Training** for supervisors and PGRs
 - Conflict Resolution
 - Having Difficult Conversations

PGR Wellbeing at Manchester

3. Where we are now

- Strengthening PGR rep community and training
 - PGR Rep events
 - PGR Rep Handbook and Training
 - **Succession Planning/extend tenure**
- Peer mentoring/buddy system for PGRs
 - Very successful system for UGs but not central resource
 - PGR reps – how can you help set this up? What exactly is required? Work with Jennie Blake in Teaching & Learning Commons
- University – wide welcome events “Making the Most of Manchester” (Alumni Office, Careers and RDG)
- Wellbeing microsite under development
- RDG Working Group looking at Supervisor Training (incl. Wellbeing) and a Framework of Competencies and Behaviours
- PGR Wellbeing Strategy (Director of Student Life)

PGR Wellbeing at Manchester

3. Where we are now

PGR Wellbeing Strategy

- **Goal 1:** To develop a culture at The University in which PGRs feel supported and confident to raise issues and grievances
- **Goal 2:** To ensure that all supervisors, PGRs and PGR administrators are aware of the support available for mental health issues and the resolution of grievances, and that this information is provided in an easily – accessible confidential manner
- **Goal 3:** Faculty and School/Institute/Section inductions for PGRs deliver essential information about mental health and grievance support procedures
- **Goal 4:** To develop a stronger peer-to-peer sense of belonging and community amongst PGRs across The University

PGR Wellbeing at Manchester

3. Where we are now

- **Goal 5:** To offer all PGRs, supervisors and PGR administrators training in Conflict Resolution, Managing Difficult Meetings and Having Difficult Conversations
- **Goal 6:** Resources are put in place that allows The University Counselling Services to respond to demand from PGRs
- **Goal 7:** To put in place a University Framework of Competencies and Behaviours expected of PGR supervisors and Advisors
- **Goal 8:** Provide PGRs with guidance about taking on additional responsibilities e.g. teaching, admin

PGR Wellbeing at Manchester

4. Next steps

- **PGR Wellbeing Strategy** – full consultation, sign off and implementation
- **Framework of Competencies and Behaviours** – full consultation, sign off and implementation
- **PGR rep system** – more effective/impact and **succession**
 - continuing events for PGR reps **led by** PGR reps
- **PGR Mentoring/Buddy system** – working with Jennie Blake and PGR reps
- **Welcome Events** – *Making the Most of Manchester (and Beyond Manchester for 2nd years +)*

PGR Wellbeing at Manchester





Manchester – an International Institution

VISION

“to be recognised as one of the top universities in the world for research, outstanding learning and student experience, social and economic impact, and cultural development”

MISSION

“To embed internationalisation within our approach to research, teaching, the students experience, social responsibility and business engagement, underpinning the University’s overall 2020 strategic plan”



Main themes of enabling goal

Follow themes of overall Manchester 2020

- *International Research and Innovation*
- *Outstanding learning and student experience*
- *Social responsibility*
- *Global Impact and Reputation*



International Research & Innovation

- To enhance researcher-to-researcher, and research group-to-research group, international partnerships
- To develop institutional level partnerships with world-leading overseas universities, industrial companies and other organisations (government agencies, charities etc.)
- To increase the number and value of funded research projects from EU and international agencies
- To enhance our international business engagement
- To increase the number of international postgraduate research students



Outstanding Learning and Student Experience

- Internationalise the on-campus student experience
 - International student recruitment and support
- Internationalising teaching and learning
- Increase UK domicile student outward mobility
- Increase our international scholarship programmes
- Increasing our off-campus teaching and learning (MOOCs, Distance-learning)
- Enhancing our Transnational Education activities



Social Responsibility

- Engaging in the global challenges:
 - Supporting research
 - Developing international socially responsible graduates
 - Volunteering



Global Impact and Reputation

- Developing clear and distinctive messages
- Engaging and mobilising alumni and international donors
- Increasing our global reputation

Banding (recruitment)

- Band 1: China, India, Malaysia and Nigeria
- Band 2: Canada, Hong Kong, Indonesia, Iran, Kazakhstan, Mexico, Pakistan, Saudi Arabia, Singapore, South Korea, Taiwan, Thailand, UAE and USA
- Band 3: Azerbaijan, Bangladesh, Brazil, Brunei, Chile, Colombia, Iraq, Japan, Kenya, Kuwait, Libya, Mauritius, Norway, Oman, Russia, Sri Lanka, Turkey, Vietnam
- Band 4: Bahrain, Egypt, Ghana, Jordan, Qatar and Uganda
- Band 5: Georgia, Peru, Sudan, Syria and Ukraine

Banding (non-recruitment)

- Band 1

China, Europe, India, Japan, Singapore, South Korea, Australia, Canada, Brazil and USA

- Band 2

Gulf States, Israel, Mexico, Russia, Saudi Arabia, South Africa, Taiwan

- Band 3

Rest of the World

Governance

- International Strategy Group
 - Chaired by Deputy President and Deputy Vice-Chancellor
 - Associate Vice President Internationalisation
 - Representatives (academic and professional support) of Teaching, Learning and Students and Research and Business Engagement
 - Faculty representation by Associate Deans Internationalisation
 - Professional Support Services for Student Recruitment and International Development, Development and Alumni Relations

ISG: Recent items under discussion:

- International Strategy – KPI development to measure progress
- Foundation Year provision
- International Student Recruitment
- Country activities (China, USA, India)
- New Group approved for Latin America
- International Consortia
- Melbourne partnership – extension to research fund approved

Country Strategy Groups (1)



- Strategy & Operational Priorities agreed
- Chair: Professor Keith Brown Secretary: Tanya Luff
- Faculty representatives (current)
 - MHS: Professor Kay Marshall & Dr Tao Wang,
 - HUMS: Dr Ian Scott & Professor Elaine Ferneley
 - FLS: Dr Qing-jun Meng & Dr Joy Wang,
 - EPS: Professor Zhongdong Wang & vacant



- Working towards draft India Strategy & Operational Priorities
- Chair: Professor Steve Flint Secretary: Fiona Brown
- Faculty representatives (current)
 - MHS: Dr Arpana Verma & Professor Mukesh Kapila
 - HUMS: Dr Ian Scott & Dil Sidhu
 - FLS: Professor Bob Ford & Ben Goldblum
 - EPS: Professor Prasad Potluri & vacant

Country Strategy Groups (2)



- Strategy & Operational Priorities agreed
- Chair: Professor Keith Brown Secretary: Shayne Langlois
- Faculty representatives (current)

MHS: Professor Wendy McCracken & Professor Ann Wakefield

HUMS: Russell Ashworth & Dr Ian Scott,

FLS: Dr Kimberly Mace & Dr Holly Shiels

EPS: Dr Peter Hollingsworth & vacant



- NEW Latin America Group: Mexico, Brazil, Ecuador, Colombia
- First meeting to set the scene / audit activity w/b 3 May
- Chair: Professor Steve Flint Secretary: Alex Gaskill
- Faculty representatives (current)

MHS: currently vacant

HUMS: Nuno Pinto, Professor Elaine Ferneley, Dr Ian Scott

FLS: Professor Bob Ford & Professor Richard Preziosi

EPS: Professor Zhongdong Wang, Professor Bruce Grieve, Professor Hugh Coe



The University of Manchester

The CRIS Project and the implementation of Pure

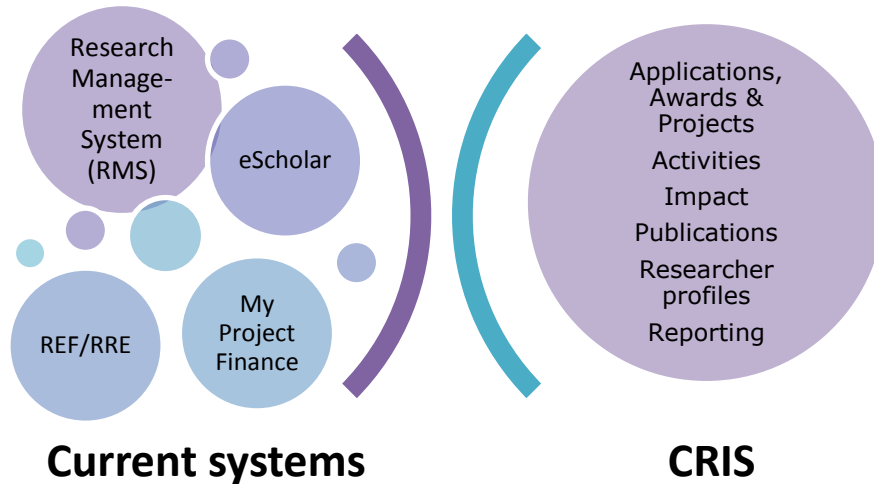
Lisa McClare, CRIS Project Manager

Postgraduate Research Administrator Network

Thursday 28th April 2016

The CRIS Project - **C**urrent **R**esearch **I**nformation **S**ystem

- To support the **effective management** of research business processes throughout the research lifecycle, one of the University's 2020 goals.
- **Integrate** different kinds of information about UoM research, currently held across a number of systems. This makes maintenance and reporting difficult.



- Provide **transparency** of research processes.
- **Reduce** the amount of manual data entry required.

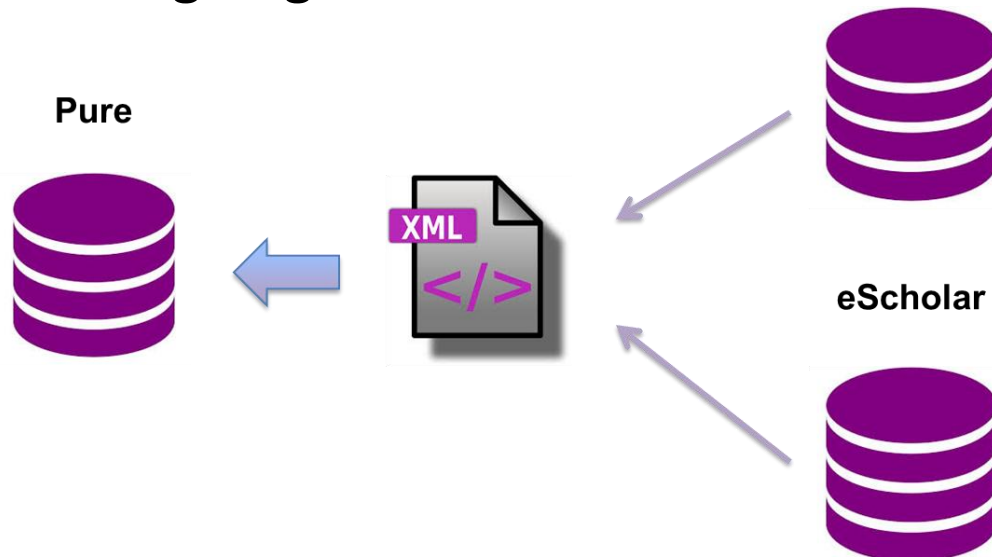
Phase 1 – Q1 2016 business change

Pure Functionality	Existing system in use	Business change
New institutional repository for publications	eScholar	eScholar will be decommissioned for recording publications. Pure will be the institutional repository for this purpose
View of approved final examined theses	My Manchester / eProg	No change. Students will continue to submit theses through the current system. Academic staff will be able to view the details through Pure
View of research projects	Research Management System (RMS)	No change. Research Support Staff will continue to record application and award data in the RMS
Ability to link different content (e.g. a publication to a project)	Not applicable	New functionality
CV creation functionality for academic staff	Not applicable	New functionality

Phase 1 – Q1 2016

Import and deduplication

- Over 210K eScholar records will be imported into Pure
- Over 36K duplicates
 - Elsevier bespoke auto-deduplication job
 - Pure auto detects and allows manual merge by Library team on an ongoing basis



Phase 1 – Q1 2016

View of RMS Applications and Awards

Included:

23k RMS research & non-research awarded project records imported into Pure

Excluded:

Amendments

Outline proposals

Phase 1 – Current PGR eScholar author

Main differences

	Academic Researcher	PGR Student
Personal Overview	Yes	Yes
Research output	Yes	Yes
Activities	Yes	No
Press clippings	View only	No
Student theses	View only	View only
Applications	No	No
Awards	No	No
Projects	View only	No
CV	Yes	Yes
Ethical Review	No	No

Phased roll-out

Phase 1

Q1 2016

New institutional repository for publications

View of approved final examined theses

View of research applications, awards and projects

Ability to link different content (e.g. a publication to a project)

CV creation functionality for academic staff

Phase 2

Q2 2016

Record research activity data

Record impact data

Record press clippings

A new REF management system

Phase 3

Q3 2016

Creation of applications and awards

New externally facing web research portal with individual researcher profiles

Feed of project expenditure data from Oracle Financials

Example Advanced Portals

University	Portal name	External link
The University of Edinburgh	Edinburgh Research Explorer	http://www.research.ed.ac.uk/portal/
University of Bristol	Explore Bristol Research*	http://research-information.bristol.ac.uk/
The University of York	The York Research Database	https://pure.york.ac.uk/portal/en/
Aston University	Aston Research Explorer	https://research.aston.ac.uk/portal/?Research%20Explorer
Glasgow Caledonian	ResearchOnline@GCU	http://researchonline.gcu.ac.uk/portal/
Heriot Watt	Research Gateway	https://pureapps2.hw.ac.uk/portal/en/
Kings	Research Portal*	https://kclpure.kcl.ac.uk/portal/
Lancaster University	Lancaster University Research*	http://www.research.lancs.ac.uk/portal/
QUB	Research Portal*	http://pure.qub.ac.uk/portal/
RHUL		https://pure.royalholloway.ac.uk/portal/en/activities/search.html
University of Aberdeen	Public Research Profile	http://pure.abdn.ac.uk:8080/portal/
University of Dundee	Discovery Research Portal	http://discovery.dundee.ac.uk/portal/
University of St Andrews	Research @ St Andrews	https://risweb.st-andrews.ac.uk/portal/
University of Strathclyde	Knowledge Base*	http://pure.strath.ac.uk/portal/

*indicates the portal displays PGR profiles

Thank you for attending

Complete the online feedback form:

https://docs.google.com/forms/d/17bhqFXEtU-EAe4keXH6gVhpn850QG_dKvi89NKS4AXo/viewform

PGR Administrator Network organisation committee:

Catherine Delamar (FLS)

Janine Calland (EPS)

Rachel Heaton (EPS)

Charlotte Griffiths (CDT/ EPS)

Joy Stewart (MHS)

Marie Davies (EPS)

Jackie Boardman (HUMs)

Vicky Turner (RBESS)