

**Doctoral School Office Report**

May 2012 to October 2012

Date of Report

18 October 2012

**Research Environment**

- [Athena Swann](#) Bronze Award working group – submission due next month, working group includes two Doctoral Students and Assistant Director of the Doctoral School
- Briefing held with Directors of Doctoral Studies (23<sup>rd</sup> October) and Research & Enterprise Co-ordinators (24<sup>th</sup> October)
- Research Excellence Framework – Doctoral School will be providing some text on the research environment for REF5 for Unit of Assessment Leads to consider.
- Commissioned Researcher Development Training from the Teaching and Learning Development Unit for 2012-13, which is set out in Annex A
- Researcher Mentoring Programme commences 31st October 2012. Current applications stand at 7 mentors and 34 mentees. Info: <http://www.sussex.ac.uk/doctoralschool/internal/mentoring>
- Doctoral School to host advanced writing & publishing workshop run by Vitae SE Hub and Macmillan (Nature publishing group). Two-day intensive training for researchers in life sciences (including psychology, medicine and health) with previous publications who would like to get published in 'top-tier' journals.  
Info: <http://www.sussex.ac.uk/doctoralschool/internal/newsandevents/news?id=16105>
- Joint Doctoral School/Hive welcome event – around 100 doctoral researchers and faculty attended.
- Revised publications available on website, including multiple formats for accessibility. Info: <http://www.sussex.ac.uk/doctoralschool/internal/resources> Includes:
  - New, expanded Doctoral Researcher's Companion.
  - Code of Practice for Research Degrees
  - Handbook for Doctoral Researchers
- Website revamp well underway. <http://www.sussex.ac.uk/doctoralschool/internal>
- Updated and expanded resources pertaining to Doctoral Supervision, including fact sheet, training and external resources: <http://www.sussex.ac.uk/doctoralschool/internal/resources/supervision>
- 'Skills Fayre' renamed 'Festive Fayre', pencilled for w/c 10th December 2012
- Second round of Researcher Led Initiative funding complete, with updates to winning projects underway. Deadlines for 2012-13 cycles announced and published. Web-pages published for current winning projects, and guest posts appearing on the Doctoral School Blog regularly.  
<http://www.sussex.ac.uk/doctoralschool/internal/rli>
- Doctoral School / Research Support (Library) joint regional event for Vitae SE Hub confirmed for Thursday 13<sup>th</sup> December.  
<http://www.sussex.ac.uk/doctoralschool/internal/newsandevents/hiveshowcase>
- Doctoral School presence at PGR inductions included all academic schools during September and October.
- Tighter liaison with Students' Union; Excursions Journal; and Sussex Research Staff Association, with joint events in the planning stages.

**Funding**

- Information on Research Council funding is set out in Annex B.
- Alumni Travel Grants – The call for applications is now open, with a deadline for applications of 19 November 2012. Funding is up to **£1,500** with no country restrictions, but purpose must be either a study visit or a conference. <http://www.sussex.ac.uk/doctoralschool/internal/funding>
- China Scholarship Council – Memorandum of Understanding has expired PVC Marlin and Marcus Williams (Director of Student Recruitment) will be renegotiating in November.
- Science without Borders – Currently focused on the Schools of Life Sciences, Maths and Physical Sciences and Media, Film and Music <http://sciencewithoutborders.international.ac.uk/phd-opportunities/phd-opportunities-finder/university-of-sussex.aspx>

- International PGR scholarships – Further to the announcement in July 2012, Sussex will be launching an International Doctoral Scholarships scheme in November 2012:  
<http://www.sussex.ac.uk/newsandevents/?id=14640>
- Santander Enterprise Scheme - The scheme offers five awards each year, up to a maximum of £2000 each, to University of Sussex Masters students and Doctoral researchers intending to develop a business or social enterprise. <http://www.sussex.ac.uk/doctoralschool/internal/funding>
- Santander Mobility Scheme – A draft scheme has been sent to Santander for approval and will hopefully be launched prior to the next Doctoral School Committee.
- Junior Research Associates (JRA) scheme – The 2012-13 JRA scheme will launch in January 2013:  
<http://www.sussex.ac.uk/doctoralschool/juniorresearch>

### **Recruitment**

This will need to be an area of focus for the Schools and Doctoral School over the coming year, working closely with the Student Recruitment Division, following a significant dip in international PGR applications last year.

### **Staffing**

- The Doctoral School is lead by two academic Directors (Prof Vicky Lebeau for Arts & Humanities, and Dr Jon Mitchell for Social Sciences). Dr Jon Mitchell is currently on long-term leave and there is a vacancy for a Director of the Doctoral School for the Sciences.
- They are supported by an administrative team of five (Paul Roberts, Julie Carr, Sarah Robins-Hobden, Caroline Cooper and Simone Robinson).

Paul Roberts - Assistant Director (Doctoral School)

**Annex A - Researcher Development Workshops 2012-2013**

The researcher development programme consists of a range of workshops catering for all levels of skill and experience, from those new to doctoral research, to those with more experience. A number of workshops are modified for discipline clusters and the majority are repeated throughout the year.

We routinely evaluate all activities seeking participant feedback at every opportunity, and respond to suggestions and demand for further support where possible. The programme covers all domains of the Researcher Development Framework (RDF), which is used in developing and planning our activities.

In the academic year 2011-12 TLDU delivered 126 workshops that resulted in a total of 1,146 workshop attendances. Workshop attendance and very positive feedback has increased year on year as the programme has developed. In 2012-13 we are planning to deliver approximately 135 workshops, resulting in projected workshop attendances of 1,520.

<u>Workshop Type</u>	<u>RDF domains</u>	<u>Estimated cost of workshops</u>
<u>Technical programs and software</u>		
☒ LateX	A1, A2	
☒ Stata	A1, A2	
☒ NVivo for qualitative research	A1, A2	
☒ SPSS	A1, A2	
☒ Zotero for managing citations	A1, C1	
☒ Matlab	A1, A2	
☒ Unix	A1, A2	
☒ Using technology in your research	A1, A2, D2	
☒ Building a website with Wordpress	A1, D2	
Expected workshop attendances = approx 290		£7,500.00
<u>Writing skills and support</u>		
☒ Writing your thesis	A1, A2	
☒ Creativity in Academic Writing	B1, B2, D2	
☒ Practical tips to improve your academic writing	A1, A2, D2	
° Academic publishing in the 21st century	C1, D2	
☒ Editorial skills for researchers	C1, D2	
☒ Publishing your research	C1, D2	
☒ Copyright issues in your thesis (Library)	C1	
Expected workshop attendances = approx 225		£13,000.00
<u>Research skills</u>		
☒ Undertaking your literature review	A1, A2	

☐ Keeping up-to-date in your subject (Library)	A1
☐ Preparing for your viva	B1, C2
◦ Measuring research impact using bibliometric tools (Library)	A1, D2
☐ Does your research require ethical review?	B1, C1, C2
☐ Gaining research funding	B2, B3, C3
☐ Beyond ethical review	B1, C1
☐ Literature searching using WoK (Library)	A1

Expected workshop attendances = approx 305

£500.00

#### Communication and presentation skills

☐ Advanced presentation skills	B1, D2
☐ Presentation design	D2
☐ Presentation delivery	D2
☐ Introduction to poster presentations	D2
☐ Media skills training	B3, D2, D3
☐ Performing your paper	B1, D2
☐ Improving your professional relationships	B1, D1
☐ Impact and Research Communication skills	A3, B1, D2

Expected workshop attendances = approx 250

£9,500.00

#### Personal development

☐ Preparing to complete your doctorate	B1, B2
☐ Becoming an effective researcher	B1, B2, D1
☐ Planning your development	B3
☐ Raising your profile	D2
☐ Making the most of conferences	B3, D2
☐ The balanced researcher	B1, B2
☐ Seven secrets of successful research students	B1, B2, C2
☐ Developing academic confidence	B1, B2, B3
☐ Researcher identity	B1, B2
☐ Taking control: Time, project and stress management	B1, B2

Expected workshop attendances = approx 450

£5,000.00

Projected workshop cost

£35,500.00

Total number of workshops planned: 2012-2013 = 135

Total number of projected workshop attendances = approx 1,520



## Annex B: Research Council Doctoral Funding Report

### AHRC

- **BGP1** – The AHRC have allocated the University of Sussex 10 fully funded Doctoral awards and 3 fully funded Masters Awards for the final year of BGP1 (i.e. October 2013). Director of the Doctoral School has met with all new award holders and a further cohort meeting is due on the 30<sup>th</sup> October 2012.
- **AHRC BGP2** – CHASE consortium (Courtauld Institute of Art, Goldsmiths, University of London, the Open University, and the Universities of East Anglia, Essex, Kent and Sussex) continues to work together well. We have strong support from non-university partners including (British Library, V&A Museum, British Film Institute and National Portrait Gallery). The deadline for the bid is the 31<sup>st</sup> January 2013.
- **International** – All three University of Sussex applications to the AHRC International Placement Scheme for placements at the Library of Congress, Washington DC, USA were successful. The new scheme has just been announced.
- **Collaborative Doctoral Awards (CDAs)** – New scheme introduced by the AHRC, restricts the University to two submissions to the AHRC for collaborative doctoral awards per annum. The University had one successful submission in the 2011-12 CDA round.
- **Cultural Engagement Fund** – The AHRC has released a £40k collaborative engagement fund.

**BBSRC**– The next application deadline for Doctoral Training Partnerships is to be confirmed, although it is widely expected that the call will open in October 2013 and close in June 2014.

**EPSRC** – Dr Bertram During led a pilot exercise by the EPSRC Mathematical Sciences Theme looking at Doctoral Training Grant allocations. EPSRC wants to move away from a purely algorithmic allocation of DTG funding towards a more geared process using information on the quality of the research and training environment (in addition to the research activity criteria, i.e. funding).

**ESRC** – The Sussex DTC has progressed well over the past year. Particular points to note include:

- Growth of studentship numbers - The DTC has increased the numbers of students recruited from 21 in 2011-12 to 25 in 2012-13. The recent cohort includes a matched funded studentship with DfID and two studentships awarded to the STEPS research centre.
- Advanced Training – The DTC’s Advanced Training offer was successfully launched and received very positive feedback, including: “Very illuminating. The course was a fantastic introduction to evaluation research”; “This was a very enjoyable course and provided a good overview of the issues around hidden and hard to reach populations ... tutor had a strong, broad knowledge and a genuine enthusiasm which allowed him to communicate the issues very effectively.”; “The Mass Observation archive unit was the highlight of my term and has given me a new perspective on ways to incorporate Mass Observation methods and material from the archive in my work. I think Fiona's enthusiasm for the archive made for a really involving day.”
- Plans – The DTC Management Board approved a five year plan aimed at ensuring the Sussex DTC was distinctive in its approach to: Interdisciplinary Training; International Engagement; and delivering value for money on ESRC’s investment. The DTC Strategic Management Committee has also identified areas where the DTC needs to improve, including collaboration with external organisations and promotion of the work of the DTC and its students.

- Governance Structure and Management - The DTC suffered a significant disruption when its Director Dr Jon Mitchell was involved in a serious traffic accident (end of August). The Strategic Management Committee commended the DTC on how it had maintained momentum. Dr John Pryor continues to be the acting Director of the DTC, with support from Professor Richard Black, Head of the School of Global Studies.

**MRC** – The University has allocated two MRC Centenary Awards (£120k Genome Damage and Stability Centre, £115k linked to the University's MRC Doctoral Training Grant allocation).

**NERC** - The University is currently pursuing partnership options for the NERC Doctoral Training Partnership call.

**STFC** – The University's STFC algorithm allocation was announced mid February 2012. The allocation for 2012 was four (2 Astronomy, 1 Particle Physics Experimental, 1 Particle Physics Theory), rising to five in 2013 (2 Astronomy, 1 Particle Physics Experimental, 2 Particle Physics Theory).