

MEDICAL SCIENCES BOARD

Educational Policy and Standards Committee

Graduate School Committee

Graduate Joint Consultative Committee

Report of the meeting held on Monday 1 November 2021

Present: Phil Burnet (Chair), Abigail Takyi (Women's and Reproductive Health), Ajantha Abey (Physiology, Anatomy and Genetics), Anjum Aktar (Surgical Sciences – Integrated Immunology), Ashwin Nandakumar (Oncology), Chris Chung (Biochemistry), Conor Keogh (Surgical Sciences), Daniela Gresch (Experimental Psychology), David Cruz Walma (Clinical Medicine), David Street (Oncology – Precision Cancer Medicine), Divya Choudhary (Biochemistry), Florian Zirpel (Clinical Neurosciences), Hannah Stephenson (Oncology – Precision Cancer Medicine), Hanson Ng (Pharmacology), Jan-Lennart Venne (Pharmacology - taught), Jannat Khan (Oncology – Radiation Biology), Joana Ferreira (Pathology), Jonathan Gamwell (Radcliffe Department of Medicine), Kaitlyn Dennis (Physiology, Anatomy and Genetics), Kay Shigemori (Oncology), Klara Piletic (NDORMS), Lara Scofano (Pharmacology), Lea Nussbaum (MSDTC), Marianne van der Vaart (Paediatrics), Melissa Little (Primary Care Health Sciences), Michael Colwell (Psychiatry), Nicole Dvorak (NDORMS), Parsa Nilchian (Neuroscience - taught), Sasha Tinelli (Neuroscience), Sitara Akbar (Oncology – Precision Cancer Medicine), Trishna Desai (Population Health), Zeina Bazarbachi (Psychiatry - Clinical and Therapeutic Neuroscience),

Apologies: Devika (SU), Alexander Grassam-Rowe (SU), Erin MacKenzie (Women's Reproductive Health – Clinical Embryology)

Officers in attendance: Nick Field (Education Quality Assurance Officer), Chris Higham (Secretary).

1. Welcome and introductions

Phil introduced himself and asked those present to do the same. Phil said that he is the Director of Graduate Studies (DGS) in Psychiatry and Course Director for the Clinical and Therapeutic Neurosciences course as well as the Chair of GJCC. Chris Higham the Graduate School Officer and secretary to GJCC also introduced himself. Nick Field the Education Quality Assurance Officer was also in attendance. The student reps went on to introduce themselves. The turnout was noted to be extremely good.

2. Conflict of Interests

Phil described the policy noting the financial and non-financial components. There were no conflicts of interest declared.

3. Public Sector Equality Duty

Phil stated that all committees in the University must give due regard to the Public Sector Equality Duty, which entails ensuring actions and decisions made by committees will not infringe on any protected characteristics which include: Age, Disability, Gender Reassignment, Marriage and Civil Partnership (only in relation to eliminating discrimination in employment), Pregnancy and Maternity,

Race (including colour, nationality and ethnic or national origins), Religion or Belief (including lack of belief), Sex, Sexual Orientation.

4. Terms of Reference and Membership

The Chair explained that the Terms of Reference set out the composition of the committee and who the committee serves. Chris noted that NDM, RDM and Oncology were all entitled to have 2 Research reps as these departments have more than 8% of the enrolled post-graduate population. Nicole noted that it should be captured that NDORMS have 2 representatives one from Botnar and one from the Kennedy Institute.

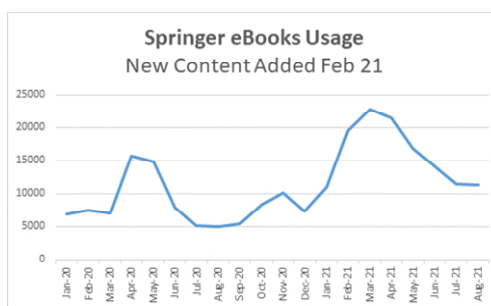
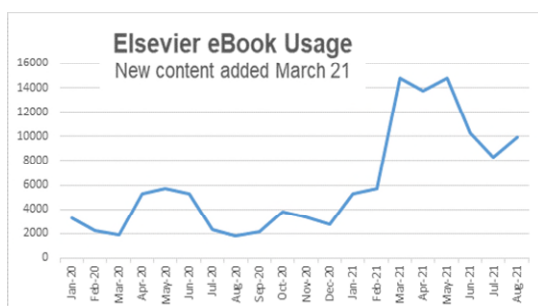
5. Brief covering email from the cancelled meeting of Trinity Term

The short paper was in place of minutes for the cancelled Trinity Term 2021 meeting.

6. Report from Library committee [Donald Mackay oral update]

Phil introduced Donald Mackay, the Head of MSD and MPLS Libraries. Donald spoke briefly and covered a number of key points;

- Lots more ejournal and ebook content for researchers as well as students now in place which are being heavily used (see Elsevier and Springer graphs below). 60+ new online journal subscriptions now in place plus a range of heavily demanded journal backfiles. Includes JAMA Cardiology, JAMA Oncology, Advances in Immunology, Methods in Cell Biology, Lancet Respiratory Medicine, and Seminars in Neurology, and all Nature branded titles. Budgets are more limited this year, but we're still keen to get suggestions for specific titles and other resources as well as subject areas/areas of new work/research where we should be looking to expand our collections. All ejournals available via BrowZine (new user-friendly one-stop for online journals).



- The UKRI Block Grant 2021/22 is now fully allocated for this year – alternatives open access routes are outlined below and we are working hard to identify alternative sources of funding.

The UKRI currently provides the University of Oxford with a yearly block grant to support open access publishing, with the funding cycle running from 1st April-31st March. Unfortunately, the grant is now fully allocated for this year, meaning that individual APC payments are on pause. This year this is due in part to the need to conserve funds for transformative Read & Publish deals which support publishing and access to resources and which enable all Oxford corresponding authors to publish their articles in full compliance with funder requirements.

We are urgently reviewing other options to make funds available, and it may be possible to support individual APC payments for fully open access journals in early 2022. However, until then, in order to

support academics in their open access publishing, Oxford's UKRI grant will only be funding 'transformative agreement' open access articles.

Therefore, to ensure compliance with UKRI policy and to make UKRI funded articles open access, there are two routes to choose from:

1. Publish in a journal covered by a transformative agreement with the University of Oxford. See <http://openaccess.ox.ac.uk/publisher-deals/>
2. For other journal titles, please use the 'green route' and deposit the accepted manuscript into ORA via Symplectic. Researchers can check whether a journal supports the green route using Sherpa Romeo.

We should make clear that this applies specifically to Oxford's UKRI block grant, funds are still available to cover APC costs for articles arising from research funded by other bodies including, for example, the Wellcome Trust.

Full details of our current read and publish deals at <http://openaccess.ox.ac.uk/publisher-deals/>

- Elsevier 'Big Deal' Negotiations (1,800+ titles) - Working with other UK HEI and Jisc to negotiate a 5 year 'transformative' Read and Publish deal from Jan 2022 with full and immediate open access for Oxford authors – so compliant with funder mandates. Regularly updated Oxford and Elsevier webpage. Working on robust back-up plans to ensure access to Elsevier journals should negotiations stall. Town Hall Meeting for Oxford researchers is on the 11 November 2021 – book at [Book a place \(SSO required\)](#). Alongside the Elsevier deal, this will be an opportunity to have a wider conversation about academic publishing practices, ways to achieve Open Access, and how we pay for it and whether that's commensurate with the services on offer. Please contact ruth.mallalieu@bodleian.ox.ac.uk if you would like to speak at the event.
- ORA COVID Portal. A themed collection of full-text COVID-related articles and other research outputs from the University held in ORA <https://ora.ox.ac.uk/covid>. PLEASE claim and deposit your articles/ Author Accepted Manuscripts in Symplectic/ORA. We also accept preprints....
- Collecting COVID. Bodleian/History of Science Museum collaboration now launched at <https://www.hsm.ox.ac.uk/collecting-covid> - recording and storing objects, records, documents, and personal experiences - collectingcovid@glam.ox.ac.uk
- Full programme of online and face-to-face ISkills training workshops now underway (e.g. new dates out for online Introduction to systematic reviews and evidence syntheses sessions). See <https://www.bodleian.ox.ac.uk/ask/workshops#/> aimed at researchers and research students.
- Major new Bodleian Exhibition on mental health in partnership with the Dept. of Psychiatry (led by Prof. John Geddes) on the 400th anniversary of Burton's The Anatomy of Melancholy. Opened on Sept 28th - watch the opening panel <https://tinyurl.com/486576wj>. Lots of opportunities for Public Engagement with Research available to MSD, MPLS and other researchers e.g. at our Library Late on 12th November. See further details below.

Library Lates is part of a quarterly series of evening events at the Weston Library that was devised to increase the Bodleian's provision for public local audiences, particularly adults. Working collaboratively with academic partners to curate the activities at each event means University research is at the centre of how we engage the public.

The next Library Late is on Friday 12 November, 7 – 9.30pm, and will take the exhibition 'Melancholy: A New Anatomy' as its focus. We want to offer a range of activities to allow visitors to engage with the exhibition, collections, library staff and academics in accessible and participatory ways.

The activities that we have planned are inspired by the following themes:

- Exercise
- Diet
- Sleep
- Music
- Greenspaces
- Medical approaches
- Bibliography
- Faith
- And the relationship between mind and body

The activities include: exhibition mini tours, taster talks displays, practical activities (eg printing, model making, origami), games, quizzes, surveys and music or theatre performances. One very popular feature of previous events is the 'Living Library' where visitors can borrow a researcher from the library of living books – which means booking a slot to talk to an academic about their research and wherever the conversation leads.

A rep was required for the MSD Library Committee. David Street volunteered to be the GJCC rep on this committee.

Action: Chris to let Donald know who the rep will be.

7. Course Rep Training – Alice Churm (Policy and Change Coordinator – Oxford Student Union (SU))

Phil introduced Alice Churm from the Oxford SU. Alice introduced herself as the SU Policy and Change Coordinator which covers the SU involvement in student representation. She described the rep role's job description and highlighted that feedback to the rep's cohort was very important.

Alice then went on to describe the function of the SU, what the role of the six different sabbatical officers is and how information should (ideally) flow between course reps, divisional reps and student officers (in the SU). She also highlighted the [SU Advice Service](#) and if a course-mate raised a personal welfare or wellbeing issue that the course rep should sign-post them to either the Advice Service or the [University's Student Wellbeing Services](#). She reminded reps to select the correct issue, build a case including understanding the numbers affected, asking yourself whether the problem is new or has been tackled before. Feeding back progress/outcomes to peers and then on

to the University through the committee structure was described as essential, making sure that everyone is aware of timelines, and who is responsible for each action.

Alice said that the SU was making a Teams group for reps and the committee were asked if they were happy to have their contact information shared with the SU. She then advertised a new initiative, an Academic Forum which would be held on Wednesday 17 Nov 17:30-19:30 which would allow the SU and divisional reps to share best practice. Alice flagged that students very quickly get survey fatigue and that anonymous submission forms work better. She flagged that reps shouldn't forget what came before them and that many topics come up frequently and that the Student Barometer has a lot of information in it. Lastly, Alice recommended that the take home messages were, prepare for meetings, gather student feedback and talk to key stake holders.

Chris asked if there was a defined route for reps with the Division to liaise with Alex Grassam-Rowe. Alice said that nothing formal was in place but hopeful Alex would be able to attend the next meeting so that it can be discussed there.

8. Graduate School Committee (GSC) Representatives

The secretary reported that the committee was looking for two reps to sit on the Graduate School Committee. He went on to explain what the function of the committee was and Nicole said that she had found the meetings interesting. Joana and Florian volunteered.

Action: Chris to let GSC Secretary know names of new reps.

9. Skills Training Committee

The committee were asked to find a research rep for the Skills Training Committee. Melissa Little volunteered.

Action: Chris to let STC Secretary know name of new rep.

10. MSD Peer Supporters

Chris highlighted that there were now 44 MSD based peer supporters across the Division with at least one situated in 13 departments. He reminded the committee that there is a generic msdpeers@medsci.ox.ac.uk email address thorough which requesters could be paired up with a Peer Supporter in a different department. There was to be a meeting in MT of the MSD-based Peer Supporters at which there would be a discussion as to how to better advertise this service. Chris also mentioned the availability of the Coffee Ambassadors who are students from across the whole university who are prepared to offer a trained, supportive listening-ear to those that sign up.

11. Topics for discussion at next meeting

No topics were suggested. Chris said that as per the previous year he would try and get a representative from the Careers Service to come and speak. Chris Chung said that Biochemistry might be able to host a physical meeting in HT.

Action: Chris to investigate the option of hosting the HT meeting (with catering) in Biochemistry

12. GJCC reps and departmental committee pages

The secretary flagged the existence of the recently updated Canvas page [GJCC Membership AY202122](#) and [links to other graduate committees within departments: Graduate School Oxford-only](#)

and said that he would appreciate additional information about additional departmental committees.

13. AOB

Lea asked how other departments did their elections. Phil said that within Psychiatry a ballot was held. If there were more nominees than places then students would submit a paragraph and an online vote would be held. Lea asked if this was anonymous and Phil confirmed that this was not the case. Chris confirmed that the previous year's GJCC GSC rep election had been carried out Microsoft Forms and that the committee had had to sign in before voting so that it could be checked that they only voted once.

Phil wished everyone a Happy Christmas!

The remaining 2021/22 GJCC meetings will take place on the following dates (Monday of 4th week):

7 Feb 2022, 13:00-15:00 – Biochemistry Phase 2 Seminar Room

16 May 2022, 13:00 – 15:00 – TBC