

**Graduate School Management Board**

There will be a meeting of the Graduate School Management Board at 3pm on  
**Wednesday 11<sup>th</sup> November 2009**, in G18, Nuffield Building.

Apologies for absence or queries on the agenda should be addressed to Karen Clews:  
[graduateschool@contacts.bham.ac.uk](mailto:graduateschool@contacts.bham.ac.uk).

Dr Catherine Mills

Academic and Student Administration

**AGENDA**

- \*1. Minutes
- To approve:* GSMB.09.11.01  
(enclosed)
- The minutes of the meeting held on 10<sup>th</sup> September 2009.
2. Matters Arising
- To receive:*
- Action log showing outstanding and ongoing actions from previous Board meetings and current Graduate School projects and activities. GSMB.09.11.02  
(enclosed)
- \*3. Chair's Items
- To receive:*
- An oral report from Chair on
- a) Submission and Completion rates project GSMB 09.11.03  
(enclosed)
- b) 22<sup>nd</sup> October TES article on Graduate Schools
- \*4. University Graduate School Strategy document GSMB.09.11.04  
(enclosed)
- To receive:*
- The University Graduate School Strategy document.
- \*5. PRES 2009 Report GSMB.09.11.05  
(enclosed)
- To receive:*
- The PRES 2009 Report with an accompanying guidance document.

- \*6. Sustainable approach to DR skills development GSMB.09.11.06  
(enclosed)
- To receive:*
- An oral report on developing a sustainable approach to DR skills development and an update on the training catalogue project.
- \*7. PGR representation system in Colleges/Schools GSMB.09.11.07  
(enclosed)
- To receive:*
- An oral report on PGR rep mapping exercise and level of PGR annual report submissions to the Guild of Students.
8. University Graduate School Evaluation Strategy GSMB.09.11.08  
(enclosed)
- To receive:*
- The University Graduate School Evaluation Strategy document.
9. Brandos DR work space update
- To receive:*
- An oral report on the closure of the Brandos study room and the work space concerns raised by CAL and CoSS DRs.
10. College PGR Committees GSMB.09.11.09  
(enclosed)
- To receive:*
- Reports and Minutes from the College PGR Committees.
11. PGR Student Reps
- To receive:*
- An oral report on any issues that are of concern to the PGR student body.
12. Graduate School update GSMB.09.11.10  
(enclosed)
- To receive:*
- Update on
- a) Graduate School activities
  - b) Appointment of Adept Careers Consultant
  - c) Graduate School Supervisor updates

13. Any other business

14. Date of next meeting

*To note:*

That the next meeting of the Board will be held on 3-5pm 13<sup>th</sup> January 2010 in G18, Nuffield building.