

Royal Holloway
University of London
Department of Computer Science

Minutes of the Postgraduate Staff Student Committee meeting held on 8 March 2012

Present:

Chairman: Robert Crowston (Third Year representative), Prof Zhaohui Luo (Director of Graduate Studies), Gabriele Muciaccia (First Year representative), Valentina Fedorova (Second Year representative). In attendance: Mrs Janet Hales (Postgraduate Administrator)

1. There were no **apologies for absence**.

2. **Minutes of the previous meeting**

The Minutes of the meeting on 12 January 2012 were accepted

3. **Matters arising**

Students had been invited to contribute to the Cakes Talk series but there were no offers so far; first year students wanted to attend some, before doing it themselves. Students were quite busy with undergrad lab demonstrating this term, so it was hoped the series could resume in the vacation. **Action Second year rep/PGA**

The planned upgrade of the Journals Room was still pending, now scheduled for the Easter vacation. **Action Dept admin**

Postgraduate Training – the Maths Dept series was now under way and Computer Science PGRs were attending. Dmitry Adamskiy had given a Matlab training course to 6-7 students from various departments as part of the College Generic Skills Training programme.

4. **Director of Graduate Studies Report (ZHL)**

The DoGS said that PGR recruitment for 2012-13 was slightly better than for recent years. Funding allocations for new students would be made shortly.

Most PGR annual reviews including upgrade reviews (first attempt due 20 months after start date) would take place around May 2012.

Availability of library books was raised; the Departmental Librarian was currently ordering more copies, and asking for them to be on longer than one-week loan.

5. There was no **other business**

6. **Date of next meeting**

Summer term, around the time of the PG Colloquium (30 May), tba.

JH 12/3/12