Minutes of the meeting of the Graduate Joint Consultative Committee held on 30th January 2018 at 2pm, in the Seminar Room, Faculty of Music, St Aldate’s.

Present: Kathryn King (Chair), JCCG members: Samuel Budnyk, William Drummond, Harris Ferguson, Jasmin Irscheid, Georgina Prineppi, Anna Schmidtmann, Carrie Thompson, Matthew Valentine, Professor Jason Stanyek (Director of Postgraduate Studies), Professor Laura Tunbridge (Masters convener).

In attendance: Carole Berreur (Academic Administrator), Catherine Lieben (Head of Administration and Finance), Candela Yañez Martinez.

1. Conflicts of Interest: None declared

2. Minutes of the meeting held on 24 Oct 2017: The minutes were approved.

3. Matters arising from the previous meeting minutes
   K King and C Thompson had reviewed the terms of reference for the duties of this committee and said it would be helpful if they were amended to better suit the needs of a Music Faculty, as they are presently generic. C Lieben welcomed any suggestion for alterations to the current terms published in the Faculty Standing Orders. Faculty Board is presently reviewing the Standing Orders to see what can be shared with GJCC, and will release the appropriate sections to GJCC when they have done so.

   Once FB have shared the standing orders the Terms of Ref will be reviewed by KK and CT and once changed and agreed the new terms of reference for GJCC will be circulated and published (WebLearn handbooks)

4. Consultation on proposals for changes to the MSt programme
   L Tunbridge summarised the changes proposed and S Budnyk confirmed they had received positive feedback. C Thompson agreed also that MSt performance students welcomed the change in relation to a longer first recital, along with a more substantial written part that would need to be presented during the exam. There was unanimous support for the changes among the GJCC. K King thanked L Tunbridge for consulting with the student body after concerns were raised in previous GJCC meetings, regarding the need for change in the Masters programme structure.

   It was agreed that the GSC be informed that the GJCC fully endorsed the proposed changes for implementation for 2018/9.

5. Research Colloquia timing
   Prof Stanyek explained that Faculty Board had been discussing the timing of the research colloquia and a potential change from Tuesday evening to Friday at 11am or 2pm. The change of time would be to be more inclusive of staff members who may have family commitments in the evening.

   Students said that this change might reduce the social and networking aspect of an evening event, which they valued; and that an end-of-week event may also mean that students who
leave Oxford at weekend might not be available. It was also suggested that there may be implications for booking speakers, who would have to travel on Friday to attend.

On the other hand, it was noted that students who have performing commitments in the evening would be able to attend an event in the middle of the day. Students suggested that if there was a move to a new time, this could first be trialled, perhaps by a ‘dual’ delivery (half of the terms offerings on Tues evening, and half on Fri lunchtime) to see what the effect on attendance might be.

K King to discuss the proposal further with Ed Spencer and Rosie McMahon (Research Colloquia Convenors), in association with William Drummond (GJCC member and former convenor) and consult with students, and feed back to Faculty Board. K King to attend the next Faculty Board, where the proposal will be further discussed.

6. Report of JCC representatives to Faculty meetings, and allocation of representative to Academic Committee

- IT and Digital Resources - H Ferguson
  The meeting was postponed to the following week
  - Faculty Board – K King
  Kathryn reported the low attendance at masterclasses was mentioned at Faculty Board. Students said that it was not a lack of appetite but a lack of awareness of the masterclasses that led to low attendance. Students said they valued the masterclasses and were keen to attend. It was suggested, however, that students did not always know when they were taking place, to whom they were open, and whether they could attend to observe if they were not taking part.

  Students requested that masterclasses be advertised more widely and that they be included in the weekly timetable. It was suggested also that a termly meeting, before teaching starts, could be organised to flag up what interesting events might take place in subsequent weeks to come.

  It was noted that sometimes events are arranged at short notice, so a first-week meeting might not address this. It was also noted that all the Faculty events can be found on the Faculty’s external website. Some students were unaware of that.

  C Berreuer to publicise workshops in the weekly timetable with link to the synopsis included on the Events website, and to check who is invited to attend.

  - Committee on Library Provision and Strategy (CLIP) – S Budnyk
    The Faculty library provisions discussed the renewals of databases subscriptions and the upgrade to texts in full, rather than abstracts.

  - Faculty Meeting - J Irscheid
    Jasmin summarised the discussions taking place during the meeting. No actions for GJCC.

  - Performance Committee – C Thompson
    Carrie discussed the provision of the Performance Tuition Grant and the limitation of the scheme in inviting teachers of instruments less ‘popularly played’ by students.
Graduate Studies Committee - Josh Hargreaves (representing MSt) and Georgina Prineppi (representing DPhil)
The proposal for the curriculum change (see 4 above) was further discussed during this meeting.

7. Equality & Diversity considerations
K King highlighted that the Faculty is working towards the Athena Swan charter, an 18 month-project the Faculty will be involved in, led by Professor Gascia Ouzounian. The initiative recognises advancements in gender equality (it encourages and recognises the commitment to advancing the careers of women in science, technology, engineering, maths and medicine (STEMM) employment in higher education and research). Four Humanities subjects are involved and students may be asked to participate in ongoing surveys and discussions on that subject.

Everyone is encouraged to participate in the Athena Swan discussions and surveys when invited, so the data availability to the Faculty is as high quality as possible, in the view to apply for a Bronze Award.

8. Any other business - None to report

9. Date of next meeting: Tuesday 8 May 2018, 2pm.

List of Actions

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