



Research Staff Forum Meeting

Monday, 28 October 2019,
12 noon, Room GC22, William Gates Building

A light lunch will be provided

Agenda

Membership

Matt Danish (MRD) (Chair)
Daniel Bates (DB)
Celia Burns (CB) (Secretary)
Andrew Caines (AC)
Yi Ting Chua (YC)
Heidi Howard (HH)
Eva Kalyvianaki (EK)

Angeliki Koutsoukou-Argyraki (AKA)
Zohreh Shams (ZS)
James Sharkey (JPS)
Sergei Skorobogatov (SS)
Caroline Stewart (CS)
Tian Xu (TX)

1. Apologies

2. Minutes of Last Meeting

The minutes from the last meeting held on 24 July 2019 are attached (2019-10-02).

3. Report on Actions from Last Meeting

i. West Cambridge Working Group

Following the departure of the current department representative for the West Cambridge Shared Hub Project, CS to update.

Action: CS

ii. Improving the Progression of Post-Docs

ZS had offered to set up and create a wiki page (to provide information on all the options available to Post-Docs for career progression) and planned to do so in August.

CS had recommended Stewart Carswell (Web and Moodle Specialist) as a contact for website-related advice on the wiki page; MD had reminded members to send ZS any points they wanted included on the page; and AC had offered to help ZS with the page set-up.

Action: ZS and AC

iii. Resources for Research Assistants

A new representative for Research Assistants was being sought, to replace JPS who is now a Research Associate. JPS had offered to email Research Assistants in order

to identify a non-PhD Research Assistant replacement. CS would provide JPS with email addresses of all Research Assistants in the Department.

Action: JPS and CS

iv. **Post-Doc Training Fund**

ACR had explored several avenues with a view to acquiring funding for post-Doc training, but so far nothing looked promising. MD had agreed to ask ACR if there were any further leads.

Action: MD

v. **Lecturing Opportunities for RAs**

A Moodle sign-up sheet for those interested in guest lecturing had been circulated but no one had signed up. CS had agreed to re-circulate the link, and ZS had offered to have a look at the sheet and provide some feedback about it. Meeting participants had agreed to mention the sign-up sheet to colleagues.

Action: CS, ZS, meeting participants

vi. **Researcher Developer Programme (RDP) Talks**

Forum members had been reminded that suggestions for talks which could be included in the Researcher Development Programme should be sent to Andy Rice.

Action: Forum members

4. Specific Discussion Topics/Presentations

Forum members had been reminded that similar subjects to those proposed for the RDP Talks (item 3.vi above) could also be included as 20-minute presentations during the Research Staff Forum meetings on topics such as research, writing grants, or individual's experience of promotion to SRA, for example. IB had reported that the Office of Post-Doc Affairs 'Grant-Writing' talk was overly-subscribed, and therefore a similar talk tailored to specific aspects of this Department would be very useful. Forum participants are asked to discuss with a view to identifying research staff who have experience of various topics.

5. Revisions to the Concordat

Proposed in 2008, the Concordat underwent revision and the new document is now published on <https://www.vitae.ac.uk/policy/concordat>. The Concordat 2019 sets out three principles (environment and culture, employment, and professional and career development) with outlined responsibilities for four stakeholder groups. The University is in the process of discussing the Concordat with various involved parties and will formally decide on signing the document later this academic year. It is informative for research staff to review the principles.

6. Any Other Business

Cycle Park Reconfiguration: to discuss sketches of a possible cycle park reconfiguration (2019-10-06).

7. Date of Next Meeting

Lent Term, date (late January/early February) to be arranged by Doodle poll.

Stage 1(measures in millimetres and slope %)
430 accessible cycle parking spaces (including 4.2% larger cycle parking) designed to Cambridge City Cycle Parking Guide for New Residential Developments (2010) standards.

Assumptions: steep grades at western edge of cover are avoided by routing footway under cover, cycle parking spaces blocked by pillars are not counted

Parallel walking/cycling crossing for 'The Green' route

Verge

Footway

EXISTING FOOTPATH SHOWN AS CYCLEWAY AT PROVIDED DIAGRAM

LINE IN AECOM MASTERPLAN - PLEASE CONFIRM DESIGN INTENT

Bi-directional cycleway

THIS IS CYCLEWAY AT MASTERPLAN PROVIDED BY AECOM. IT IS NOT SHOWN AT PROVIDED DIAGRAM. IT SHOULD BE 3M FOR BI-DIRECTIONAL CYCLEWAY. IT IS 2M AT THE MOMENT

LOCATION OF THE SHELTER STRUCTURE IS ASSUMED. NOT SHOWN ON TOPOGRAPHY

281 visitor cycle parking spaces (including 6 larger cycle parking spaces)

149 secure parking spaces (including 12 larger cycle spaces)

CCTV camera

Entry

card reader

THE ENTRANCE TO THE BUILDING AND ANY EXISTING STRUCTURE TO THIS AREA WOULD BE BENEFICIAL TO LOCATE CYCLE STANDS

WILLIAM GATES BUILDING

OPTION 1



BDP.

Civil Engineers - BDP,
16 Brewhouse Yard
Cliftonville
London EC1V 4LJ
Tel: 020 7812 8553

CAVIII/SFH/INFRA

PM1119
JJ THOMSON CYCLE STORE EXPANSION

1:100

04.09.2019

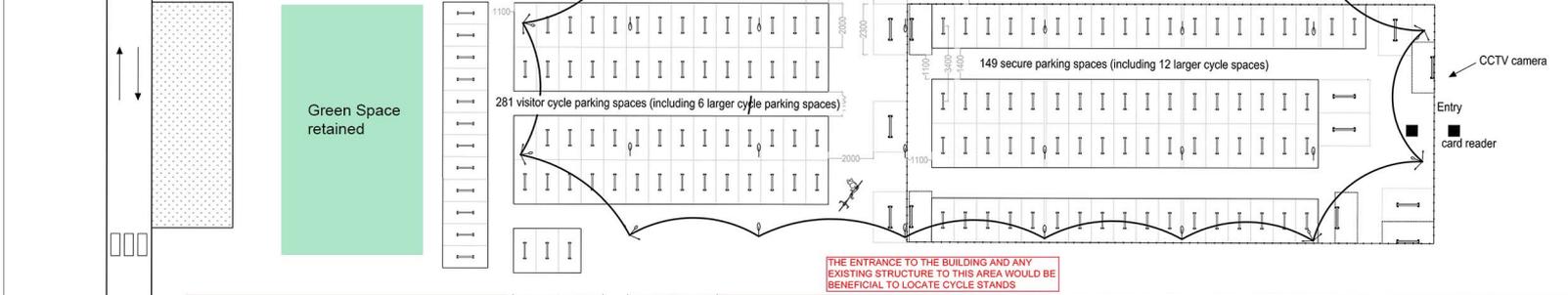
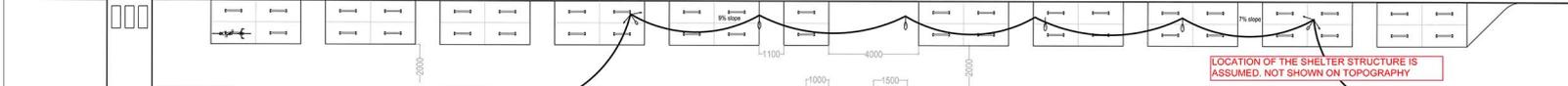
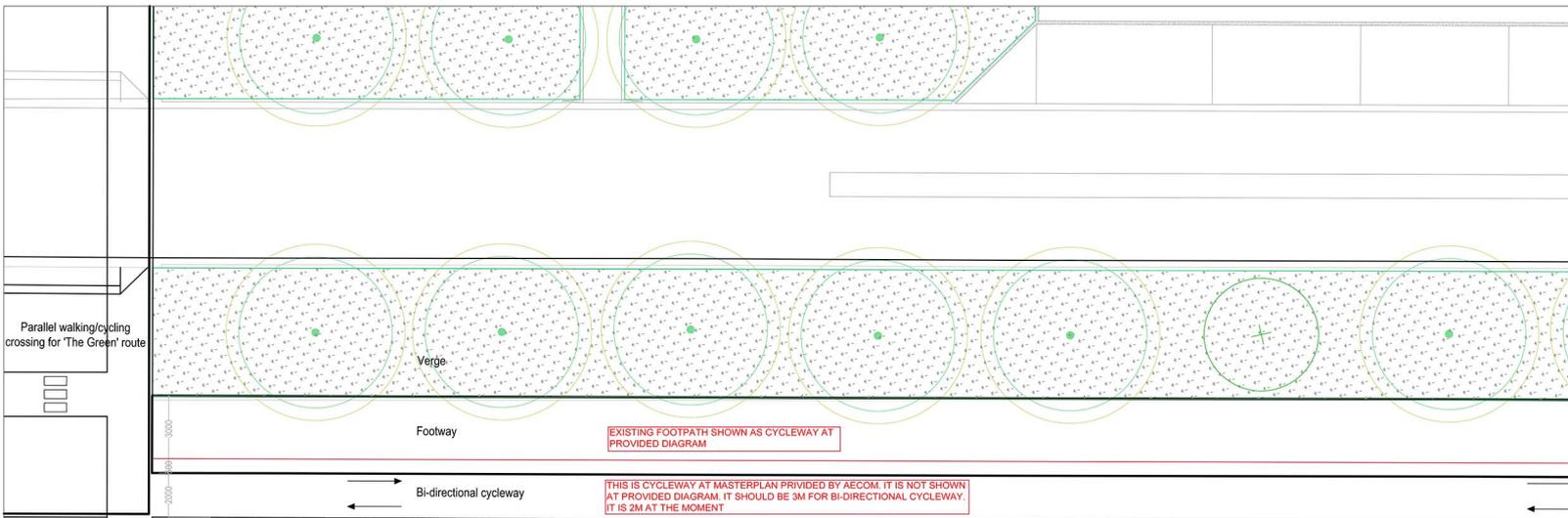
Stage 4

S3-For Review

EMO1233 BDP ZZ XX SK L 951001 P01

Stage 1 (measures in millimetres and slope %)
430 accessible cycle parking spaces (including 4, 2% larger cycle parking) designed to Cambridge City Cycle Parking Guide for New Residential Developments (2010) standards

Assumptions: steep grades at western edge of cover are avoided by routing footway under cover, cycle parking spaces blocked by pillars are not counted



LINE IN AECOM MASTERPLAN - PLEASE CONFIRM DESIGN INTENT

OPTION 2



BDP. Civil Engineers - BDP, 16 Brewhouse Yard, Clarendon, London EC1V 4J, Tel: 020 7912 9933

CAVIII/SFH/INFRA

PM1119
JJ THOMSON CYCLE STORE EXPANSION

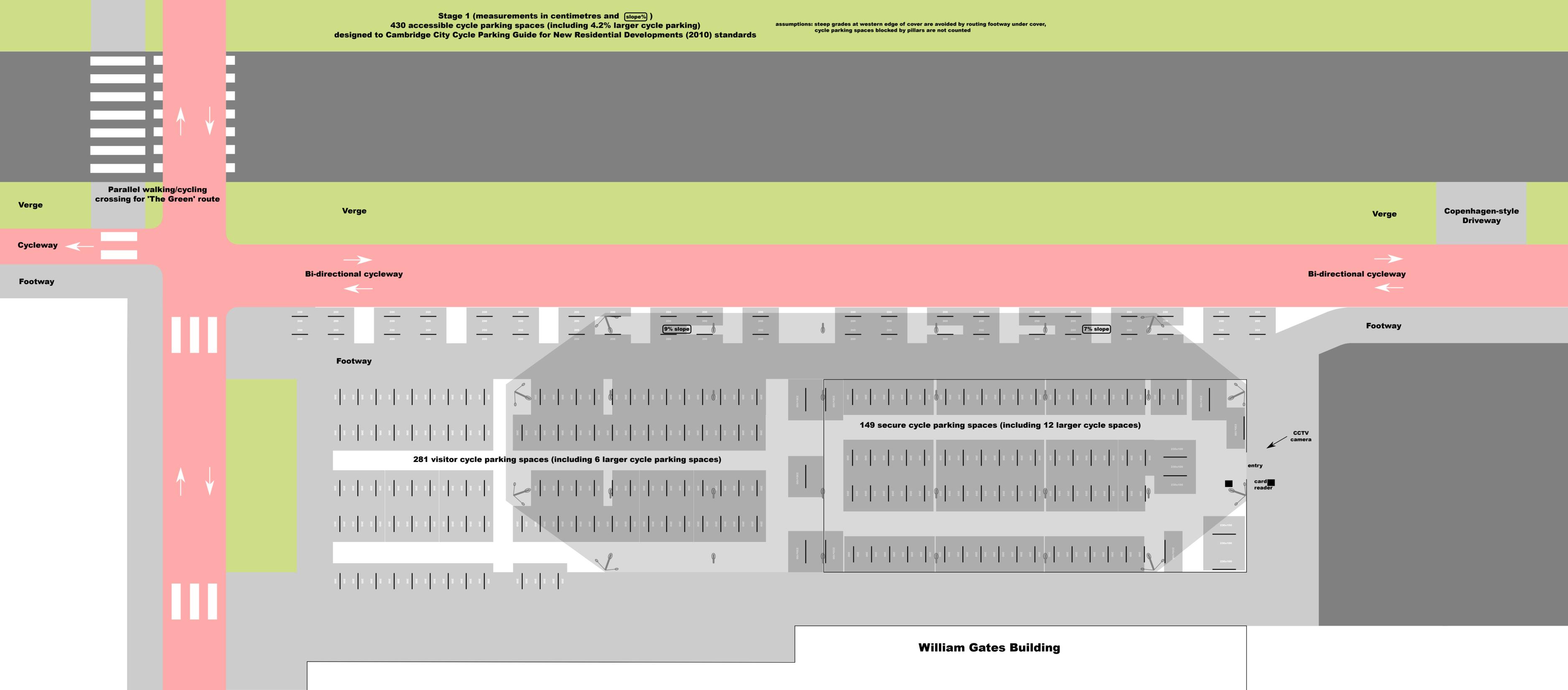
1:100

04.09.2019 Stage 4 S3-For Review

EM01233 BDP ZY SK L 05/001 001

Stage 1 (measurements in centimetres and \square slope%)
430 accessible cycle parking spaces (including 4.2% larger cycle parking)
designed to Cambridge City Cycle Parking Guide for New Residential Developments (2010) standards

assumptions: steep grades at western edge of cover are avoided by routing footway under cover,
cycle parking spaces blocked by pillars are not counted



Verge

Parallel walking/cycling crossing for 'The Green' route

Verge

Verge

Copenhagen-style Driveway

Cyclway

Footway

Bi-directional cyclway

Bi-directional cyclway

Footway

Footway

281 visitor cycle parking spaces (including 6 larger cycle parking spaces)

149 secure cycle parking spaces (including 12 larger cycle spaces)

CCTV camera

entry

card reader

William Gates Building