



Supervision of CHASE funded students
2016-17

Funding opportunities

CHASE Networks

CHASE supports a number of research networks across the Consortium. These cover a range of subjects including gender studies, digital humanities, psychoanalytic studies, literature, screen studies, human rights and more. A full list can be found at the CHASE website.

Many networks are open, and contacts are provided for each network if you would like to get involved.

www.chase.ac.uk/ndf

CHASE cohort development fund: annual open call for proposals

CHASE issues an annual call to all faculty members at CHASE institutions to submit training proposals to add to the CHASE training and development programme.

CHASE can fund training initiatives that involve collaboration between at least two CHASE institutions and have a clear focus on training. You are welcome to contact the CHASE team to find out more and to discuss proposals in development.

Student-led training and development activities

CHASE enables funded students to apply for support to organise training and development activities. If your student would like to organise a conference, request some group training, or hold a discussion group, you can apply to the CHASE Training and Development Group. They are advised to contact the CHASE team to discuss your project prior to submitting a proposal.

In the past year, CHASE has funded a range of activities from single day events to multiple-day, multi-site programmes, including a 7-day interdisciplinary research exchange project in Nida, Lithuania and the CHASE journal (see below), a student-led platform for all scholars across the consortium to publish scholarly work.

Brief Encounters

Brief Encounters is an open-access peer-reviewed postgraduate journal, founded in April 2016 by doctoral researchers from across the CHASE consortium. The journal showcases the interdisciplinary research of CHASE-funded and affiliated individuals as well as non-HEI partners.

For our current Call for Submissions and for more information, please see our website: www.briefencounters-journal.co.uk

If you have any queries, please contact journal@chase.ac.uk



Supervision

CHASE has a Code of Supervisory Policy and Practice, which has been agreed as best practice by all member institutions. This can be read in full on the VRE, and includes the following principles:

All CHASE-funded students will be assigned a supervisory team with a minimum of 2 members: a main contact supervisor, who is the chief point of contact for the student, plus 1 or more additional supervisors able to provide additional expertise and to provide cover if the main contact supervisor is not available. Either of these supervisors may be designated the Supervisory Team Lead, who takes overall administrative responsibility for the student.

The main contact supervisor will be specified when an offer is made to the student. The student will receive the names, contact details and responsibilities of other members of the supervisory team at registration (or shortly afterward), and will have a chance to meet all team members within 1 month of commencing full-time studies.

The main contact supervisor will maintain regular contact with the student. Arrangements for supervision will be agreed by the supervisory team and student within 3 weeks of registration, with records kept by the student of each supervisory meeting. Notes, including action points, will be agreed by all present. The frequency of these meetings will depend on the nature and stage of the student's research but for full-time students, it is recommended that there are fortnightly meetings in the first term. Other members of the team are not expected to meet the student as frequently, but the full team should meet with the student at least twice a year in addition to participating in the Annual Review.

Institutional arrangements may vary slightly, but will be within the spirit of these guidelines.

Cross institutional supervision

CHASE offers a range of models for engaging additional support and expertise for projects, from one-off consultations with academics and practitioners to co-supervision between CHASE member institutions. Please see the Guide to Additional Supervision on the VRE for further details.

Terms and conditions

All CHASE studentships are governed by the following:

RCUK Conditions of Research Council Training Grants

www.rcuk.ac.uk/RCUK-prod/assets/documents/documents/TermsConditionsTrainingGrants

RCUK Training Grant Guide

www.rcuk.ac.uk/RCUK-prod/assets/documents/publications/TrainingGrantGuidance

AHRC Training Grant Funding Guide

www.ahrc.ac.uk/documents/guides

In addition to the terms above, CHASE studentships are awarded subject to the following requirements:

1. All CHASE-funded students must comply with the appropriate regulations of their home institution.
2. All CHASE-funded students are required to attend all Encounters conferences.
3. All CHASE-funded students are required to use the Vitae RDF Planner tool to map their professional development.

The terms of individual student awards can be found in the Award Letter. Please contact your local CHASE administrator for more information.

CHASE student development

CHASE is committed to providing its students with skills and expertise to succeed in your doctoral research and chosen career path.

Alongside the training offered by your home institution, CHASE offers a programme of cross-institutional and interdisciplinary training. That programme is developed by CHASE faculty and in consultation with CHASE doctoral researchers. Your student can also undertake a placement at a CHASE partner or external organisation. Students can also access online training courses via the CHASE Virtual Research Environment (VRE). There is an expectation that CHASE funded students will undertake at least 10 days of training and development activity each year.

In order to get the greatest benefit from these opportunities, it is essential that students are encouraged to plan their training and development alongside their research. They are directed to discuss their development needs with their supervisors at one of your initial meetings. To help them explore their training needs, you have access to the Vitae RDF Planner tool, or your institution may have its own training needs analysis process. The important thing is to have a structured discussion with your student about their development needs.

This discussion will help your student to plan their studentship and to start to consider their options after graduation. CHASE will enable them to consider how their skills as a researcher could be applied in various career settings. Please read the AHRC Doctoral Researcher Training Framework, a short document which provides useful examples of research skills, and the broader context for their development as a doctoral researcher.

Funded students are encouraged to discuss their career options with their supervisors as well as their institution's careers service.

www.ahrc.ac.uk/skills/earlycareerresearchers/rframeworks



Virtual Research Environment

The CHASE Virtual Research Environment (VRE) is provided by the Open University. You and your student can use the VRE for the following:

- Access to online training courses (including core research skills)
- Information about institutional training
- CHASE forms and documentation
- Online discussion forums and student profiles
- Vitae RDF planner
- Information on placement opportunities and career development
- Manage your CHASE profile (see below)

VRE: www.open.ac.uk/students/research/CHASE

The CHASE team will provide you with a personal login for the VRE. Read the Welcome tab to find out more, and explore the other sections.

Student profiles

The CHASE website includes a searchable database of student profiles. Your student should update this to include information about their research, any other activities, and a photo. Their CHASE profile page can be useful when applying to present their work at conferences, or for placement opportunities, so it is worth taking the time to make it work for them.

To add their profile, students should visit www.chase.ac.uk/student-profiles-2 and click the button to 'Add CHASE student profile'.

Researcher Development Framework (RDF)

Developed by Vitae, an organisation dedicated to supporting early career researchers, the Researcher Development Framework sets out the skills needed to be successful in research.

You can access a range of resources related to the Researcher Development Framework via the Vitae website, and read through the RDF briefing for doctoral researchers.

Vitae website: www.vitae.ac.uk

The framework sets out the wide-ranging knowledge, intellectual abilities, techniques and professional standards expected to do research, as well as the personal qualities, knowledge and skills to work with others and ensure the wider impact of your research.

The RDF Planner takes you through the sections of the framework, and helps you to map your own achievements and areas for development. It is accessed via the CHASE VRE. Please watch the short video at the Vitae website to learn more about how to use the RDF planner.

Vitae YouTube Channel: www.youtube.com/user/Vitaewebsite

Communications

Email bulletin

In the first week of each month we will send you the CHASE email bulletin, with details of funding opportunities, training programmes, CHASE events and other initiatives happening across the consortium that should be of interest to you. The bulletin is a great way to tell others about your new article/blog/event – just email enquiries@chase.ac.uk or complete the form at www.chase.ac.uk/chase-events and we will spread the word.

CHASE Community

The Community page on the CHASE website will link you to events, blogs and news. You can participate by emailing enquiries@chase.ac.uk.

Contacts

Institutional Contacts

Contact for: Studentship funding, stipend payments, progress, non-academic matters and other areas relating directly to your PhD (see table below).

Institution	Contact	Details
Birkbeck, University of London	Mr Scott Miller Head of Academic Services	scott.miller@bbk.ac.uk
The Courtauld Institute of Art	Records and Assessment Officer	examinations@courtauld.ac.uk
Goldsmiths, University of London	Ms Lesley Hewings Head of Graduate School Office	L.Hewings@gold.ac.uk
Open University	Dr Caitlin Adams Research & Enterprise Manager	Caitlin.adams@open.ac.uk
SOAS, University of London	Ms Mispa Same Essaka Doctoral School Manager	doctoralschool@soas.ac.uk
University of East Anglia	Ms Daphne Rayment, CHASE and Digital Humanities Manager	D.Rayment@uea.ac.uk
University of Essex	Ms Kay Wiggins, Executive Officer	kay@essex.ac.uk
University of Kent	Ms Suzie Morris, Graduate School Administration Manager	s.m.morris@kent.ac.uk
University of Sussex	Ms Shelley Jenkins, Senior Doctoral Training Co-ordinator	s.l.jenkins@sussex.ac.uk

Student Advisory Group

chasesag@gmail.com



@CHASE_DTP



www.facebook.com/groups/CHASEDTP

Central CHASE team

The CHASE team, based at the University of Sussex, co-ordinates the activities of the Doctoral Training Partnership. We provide central resources and systems, and work closely with colleagues across the member institutions to help staff and students access CHASE opportunities as easily as possible. We are here to support you and your research.

Contact for general enquiries/website/VRE/your contact details

Clare Hunt
CHASE DTP Coordinator
Tel: 01273 873518
enquiries@chase.ac.uk

Contact for placements

Dr Steven Colburn
CHASE DTP Placements &
Partnerships Officer
Tel: 01273 873673
steven.colburn@chase.ac.uk

Additional contact

Rob Witts
CHASE DTP Manager
Tel: 01273 873251
robert.witts@chase.ac.uk