

# Research Supervision

Keeping Track

Mark Gamble

## What?

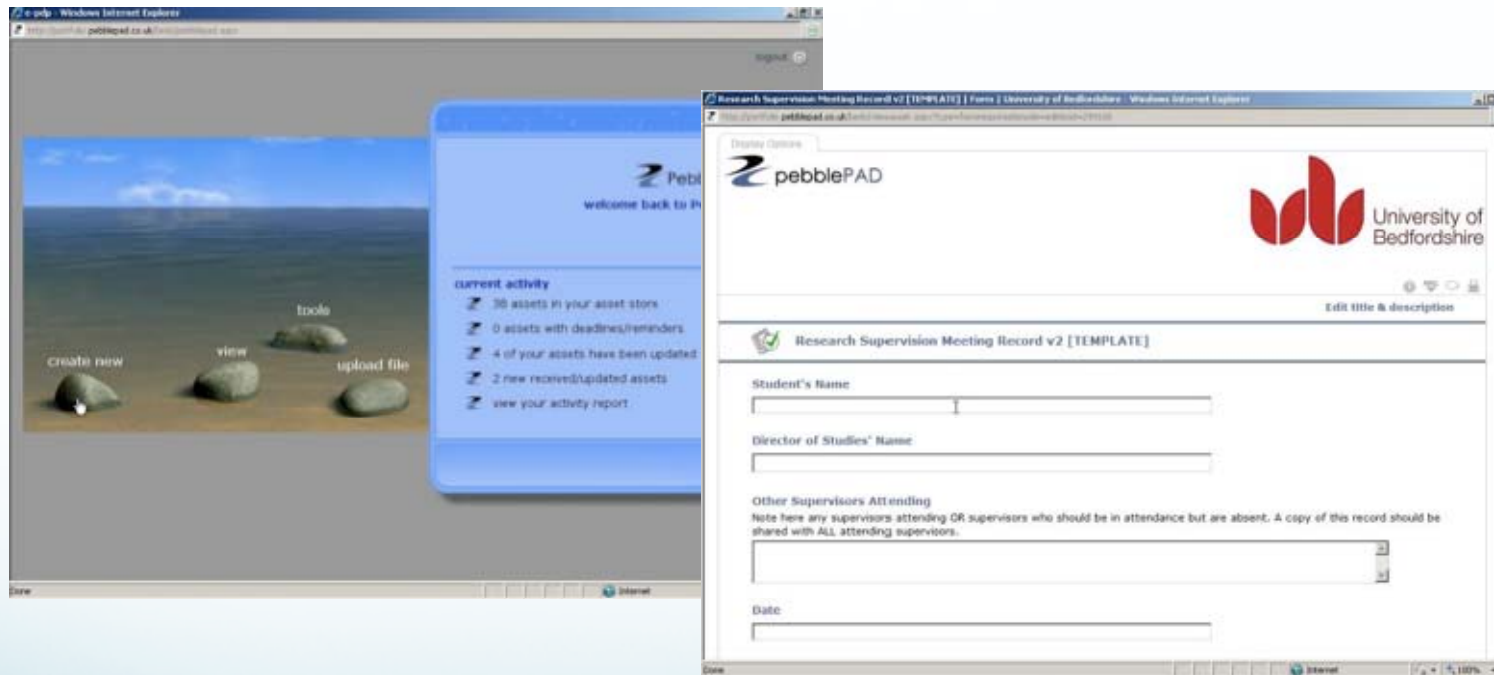
- Research supervision meeting records....
  - e-mail, Word files, hand-written notes....
- Risks....
  - accusation of poor supervision > litigation ....
  - accusation of poor student response....
  - overseas students 'vanishing'....
  - lack of measurable engagement....
  - inability to meet legislative requirements (Border Agency, Tier 4)....

## So what to do?

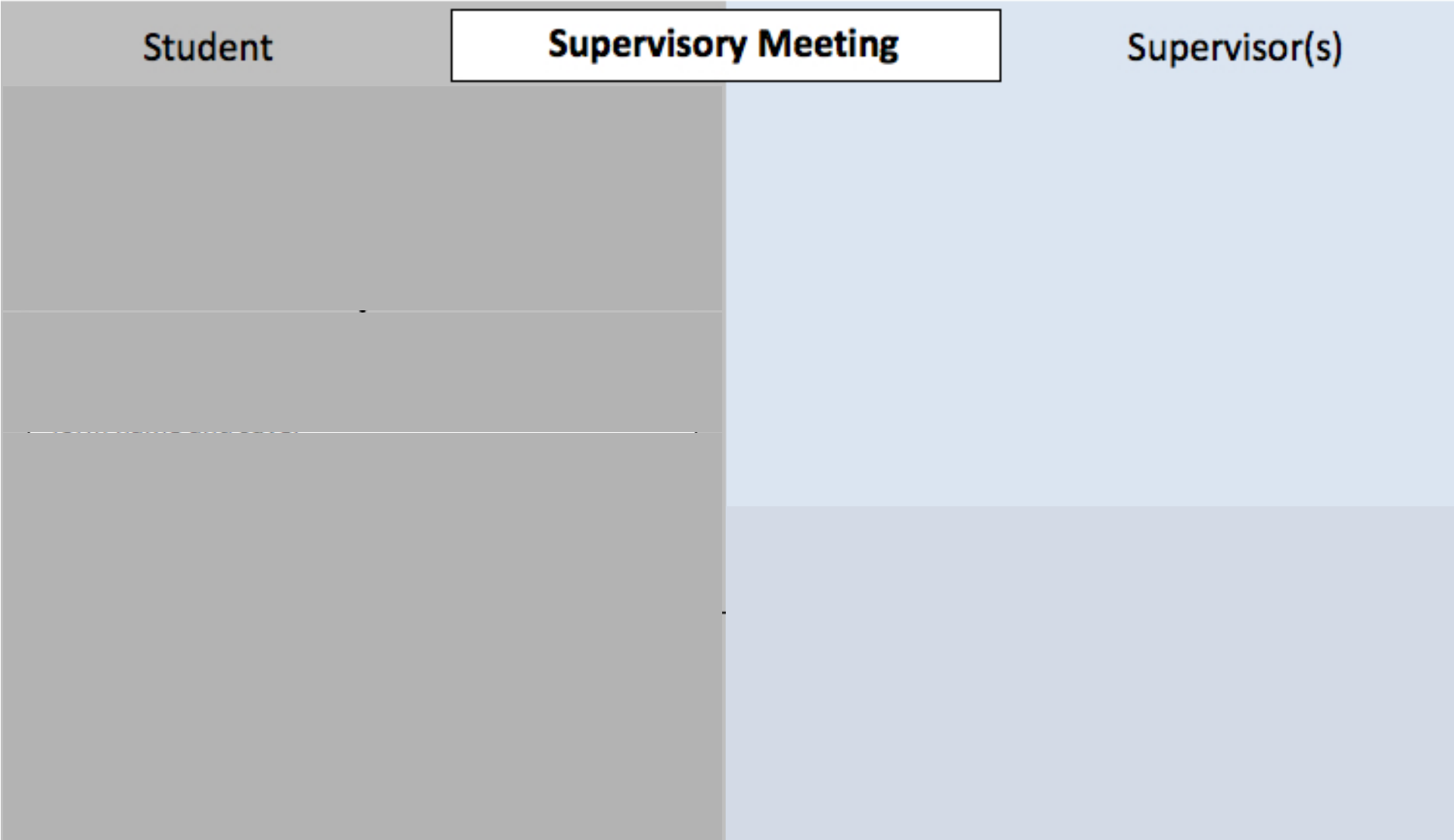
- Formalise record with a template
- Make sure both parties agree
- Keep it somewhere safe (no tampering)
- Check that regular meetings are taking place
- Keep the cycle going
- Intervene if no interaction

## Now what?

- Pebblepad.... and SITS (SRS)



**Process flow for recording supervisory meetings**



Await  
Supervisory  
response.

Review meeting record. Do you agree that it is an accurate record?



# Evidence

Comments on Action Plan as Outlined Above & Any Other Work Undertaken  
For clarity it is advisable to reference numbered elements from the previous box. You may

Completed draft attached, this has already been sent round via email.

Add evidence

Action (Add evidence be achieved before next meeting)

# Mandatory

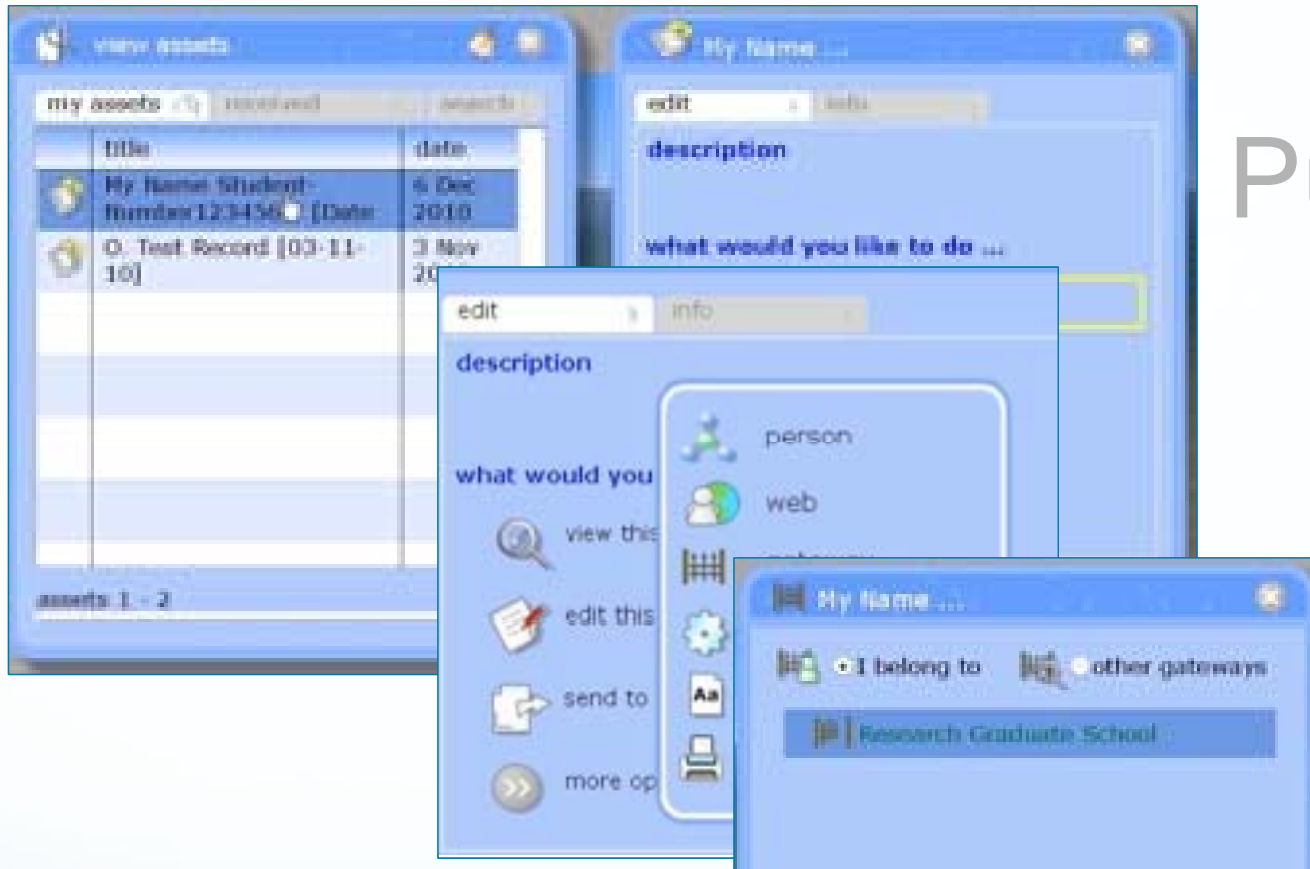
## Comments on Progress on Research Training Modules & PDP

List here any activities you have undertaken or plan to undertake, together with an indication of the evidence you have gathered or plan to gather.

I am going to the Research Methodologies session on the 13th December.

Add evidence

# RESEARCH STUDENT



Publish



# SUPERVISOR

## Review

Mail | Properties | Personalize | Message Source | Discussion Thread

From: <bedn@pebblepad.co.uk>  
To: [redacted]  
Subject: An asset has been published to a gateway you're a member of

An asset titled 'My Name Student Number: 1234567 (07-12-10)' has been published to 'Research Graduate School December 2010'

This email has been generated by e-pdp.

Published Items

Select a tutor group: [Bloggs-TwoAardvark-Jane]

Type	Title	Published	Modified	Published By	Grade
	My Name Student Number: 1234567 (07-12-10)				

pebblePAD

University of Bedfordshire

My Name Student Number: 1234567 (07-12-10)

Student's Name:  
My Name

Director of Student's Name:  
Jan Bloggs

Other Supervisors Attending:  
Note: here are supervisors attending OR supervisors who should be in attendance but are absent. A copy of this record should be shared with ALL attending supervisors.

Jan Bloggs

# SUPERVISOR

Published By Grade

Test, 1

Filter

Action

- This asset meets requirements.
- This asset does not yet meet requirements.
- This asset does not require validation

- This asset meets requirements.
- This asset does not yet meet requirements.
- This asset does not require validation

Stored comments:

Name

Comment:

There is no mention of the new model we discussed. I'd like to see that recorded here.

## So far, so PebblePad....

- Monthly archive of validated forms into a sub-Gateway which supervisors can see but not modify
- ....but what about non-engagement?

## Audit Overview – SRS

- Student upload triggers a data submission to SITS — the data consists of the username and a timestamp giving the date and time of the upload.
- RGS staff receive a monthly spreadsheet from SITS which records meeting frequency and...
- flags students who have not been supervised for more than 63 days and...
- RGS investigates any with no recorded permission.

Display Options



## Academic Accountability in Research: Data Validation and Repositories of Knowledge

Academic Accountability in Research: Data Validation and Repositories of Knowledge



login

### Home

The Project

Monitoring the Research  
Process

Process Flow Diagram

Key Documentation

### Home

Welcome to the AARDVARK Project.

The Aardvark project is part of the JISC Building Capacity programme which has a focus on creating strategic changes. Our project is building on the tools and experiences available from existing University of Bedfordshire projects as well as JISC funded ones. The project team is composed from members of the Research Graduate School and the Teaching and Learning Directorate.

• <http://bit.ly/j1aCi2>

### The Team

- Develop BREO, the University's virtual learning environment, as a better resource for researchers, their supervisors and the Research Graduate School.
- Explore the use of PebblePad, an e-portfolio platform, for researcher-supervisor interactions.
- Raise the profile of JISC events, services, funding opportunities and projects throughout the University of Bedfordshire.
- Investigate improved ways to aid the completion of research projects.

**JISC** The AARDVARK project is part of the JISC funded [Building Capacity](#) programme.