

Widening Participation in Postgraduate Study Network (NEON)

Draft Terms of Reference

Minute Secretary: The Minute Secretary will be a representative of NEON and will be responsible for production of Action minutes within seven days of the meeting

Terms of Reference

- a) To be responsible for ensuring effective collaboration and discussion between member institutions around initiatives to widen participation in postgraduate study (both taught and research)
- b) To bring together a group of practitioners, including from institutions with existing practice in WP in PG, but also those interested in developing this work.
- c) To bring together widening participation practitioners and careers staff (i.e. those with a remit for providing information, advice and guidance to UG students).
- d) To act a medium for practice sharing. The group provides a chance to showcase innovative pieces of work, but also to highlight examples of initiatives which may not have worked.
- e) To consider ways to widen participation in PG study from two perspectives: both impartial IAG to current UG students, and considering equity of access to institutions' existing portfolios of PG programmes.
- f) To consider (on an ongoing basis) metrics for the evaluation of interventions to support progression of WP students to postgraduate study.
- g) To actively seek opportunities to share best practice collectively at a national level.

Aims of the group – first calendar year

- Consider and define WP criteria for incoming PG students.
- Share examples of current institutional practice, including awareness-raising activities and financial support.
- Consider other organisations with which to engage.
- Obtain / commission research into careers where PG qualifications are an explicit or de facto requirement.

Constitution and Membership for Session 2019/20

Chair: TBC

Vice Chair: TBC

Representatives

It is proposed that each attending institution will be members of NEON

Frequency of Meetings

The Group will normally meet on a quarterly basis, but extraordinary meetings may be arranged if required.

Quorum

The quorum for meetings of the Group shall be one quarter of the membership.