Supervision of CHASE funded students

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

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/website – 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).

<table>
<thead>
<tr>
<th>Institution</th>
<th>Contact Details</th>
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</thead>
</table>
| 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  
examination@courtauld.ac.uk |
| Goldsmiths, University of London | Ms Lesley Hearnings  
Head of Graduate School Office  
L.Hearnings@gold.ac.uk |
| Open University | Ms Caitlin Adams  
Research & Enterprise Manager  
Caitlin.adams@open.ac.uk |
| SOAS, University of London | Mr Marcus Carr  
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 Wippig, Executive Officer  
kaywippig@essex.ac.uk |
| University of Kent | Ms Suzie Morris, Graduate School Administration Manager  
s.m.morris@kent.ac.uk |
| University of Sussex | Ms Julie Carr  
Doctoral School Officer  
j.l.carr@sussex.ac.uk |

Student Advisory Group
chasesag@gmail.com

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 873618  
e-mail@chase.ac.uk

Contact for placements
Dr Steven Cotbum  
CHASE DTP Placements & Partnerships Officer  
Tel: 01273 873673  
steven.cotbum@chase.ac.uk

Additional contact
Rob Witter  
CHASE DTP Manager  
Tel: 01273 873251  
rob.witter@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 found 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 of the meeting to be kept by the student of each supervisory meeting. The student will receive the names, contact details and responsibilities of other members of the team. The meeting should meet all team members within 1 month of registration, with records kept of the meeting.

Terms and conditions
CHASE conditions are governed by the following:

- RCUK All Conditions of Research Council Training Grants
  www.rcuk.ac.uk/RCUK-prod/assets/documents/documents/termsofConditions_TrainingGrants

- RCUK Training Grant Guide
  www.rcuk.ac.uk/RCUK-prod/assets/documents/publications/TrainingGrantGuides

- 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 VRE to map their professional development. The terms of individual student awards can be found in the Award Letter. Please contact the CHASE administrator for more information.

CHASE student development
CHASE is committed to providing its students with skills and expertise to succeed in their doctoral research career. This will help your student to plan their supervision, 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.

Virtual Research Environment
The CHASE Virtual Research Environment (VRE) is provided by the Open University. You may find it useful to 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)

- Via the 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 VRE 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 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 see 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

Courses: www.youtube.com/user/vitaewebite