



The National Postgraduate Committee  
**Ordinary General Meeting**  
Saturday 27th January 2007

## **Addendum Papers**

Hosted by:

University of London Union

ULU

## 6.0 Financial Report

### **Balance Sheet for January 26<sup>th</sup> 2007**

		£
Current account balance on 2007-01-26		9124.79
90 Day Notice account balance on 2006-11-10	4207.02	
Conference account balance on 2006-11-10	15662.71	
Journal of Graduate Education balance on 2006-11-10	646.33	
<b>Liability – Audit 2005-2006</b>		<b>(763.75)</b>
<b>Debtor – Leeds University Union (Conf 2005)</b>	<b>225.00</b>	
<b>Debtor – York Graduate Students' Association (Conf 2005)</b>	<b>160.00</b>	
Debtor – EuroDoc (refund James Caspell's expenses)		363.63
Liability – Tax & NI (January)		(319.13)
<b>Net assets on 2007-01-26</b>	<b>29306.60</b>	

### **Reconciliation against Bank Statements**

Current account balance on 2007-01-26		9082.32
<u>Outstanding cheque</u>		
726 Ismail Malik (Expenses)		(36.20)
788 Simon Felton (Jan salary)		(933.33)
<u>Unbanked income<sup>1</sup></u>		
Brunel (affiliation fee)		619.00
St Andrews (affiliation fee)		393.00
Current account working balance		9124.79
90 Day Notice account balance on 2006-11-10	4207.02	
Conference account balance on 2006-11-10	16132.71	
<u>Outstanding cheque</u>		
069 York GSA (Refund overpayment)		470.00
Current account working balance		15662.71
Journal of Graduate Education balance on 2006-11-10	646.33	

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<sup>1</sup> Technically this has been physically banked but not yet processed through the system.

<b>Income</b>	<b>Budget £</b>	<b>Bdg to date</b>	<b>Actual £</b>	<b>Over / -Under</b>
Affiliations	£21,500.00	£10,750.00	£14,085.00	£3,335.00
Individual Donations	£150.00	£75.00	£18.00	-£57.00
Publications Sales	£150.00	£75.00	£0.00	-£75.00
JGE income	£150.00	£75.00	£0.00	-£75.00
Other	£100.00	£50.00	£0.00	-£50.00
<b>Total Income</b>	<b>£22,050.00</b>	<b>£11,025.00</b>	<b>£14,103.00</b>	<b>£3,078.00</b>
<b>Expenditure</b>	<b>Budget £</b>	<b>Bdg to date</b>	<b>Actual £</b>	<b>Over / -Under</b>
<b>Staff</b>				
Salary & NI	£15,100.00	£7,550.00	£7,514.76	-£35.24
Travel & Subsistence	£1,400.00	£700.00	£827.01	£127.01
<b>Executive</b>				
Executive Expenses	£1,250.00	£625.00	£344.85	-£280.15
<b>Office</b>				
Phone/Fax	£75.00	£37.50	£0.00	-£37.50
Stationery	£50.00	£25.00	£0.00	-£25.00
Copy/Print	£100.00	£50.00	£0.00	-£50.00
Postage	£100.00	£50.00	£0.00	-£50.00
Other Office	£0.00	£0.00	£0.00	£0.00
<b>Publications</b>				
Publications Expenditure	£200.00	£100.00	£2,298.51	£2,198.51
JGE expenditure	£450.00	£225.00	£23.50	-£201.50
<b>Meetings</b>				
Conference 2006	£0.00	£0.00	-£6,479.10	-£6,479.10
Committee Meetings	£0.00	£0.00	£0.00	£0.00
Scottish Subcommittee	£450.00	£225.00	£128.70	-£96.30
Welsh Subcommittee	£200.00	£100.00	£0.00	-£100.00
Other day seminars & meets	£0.00	£0.00	£0.00	£0.00
<b>General</b>				
Attendance at Conferences	£200.00	£100.00	£120.00	£20.00
Audit	£900.00	£450.00	£0.00	-£450.00
Affiliations	£80.00	£40.00	£0.00	-£40.00
EuroDoc	£1,000.00	£500.00	£235.20	-£264.80
Insurance	£1,100.00	£550.00	£507.90	-£42.10
Bank Charges/Interest	-£500.00	-£250.00	-£108.23	£141.77
JGE Interest	-£5.00	-£2.50	-£2.68	-£0.18
Other	£0.00	£0.00	£0.00	£0.00
Contingency	£400.00	£200.00	£0.00	-£200.00
<b>Total Expenditure</b>	<b>£22,550.00</b>	<b>£11,275.00</b>	<b>£5,410.42</b>	<b>-£5,864.58</b>
<b>Surplus / -Deficit</b>	<b>-£500.00</b>	<b>-£250.00</b>	<b>£8,692.58</b>	<b>£8,942.58</b>
<b>Balance brought forward 2006-07-31</b>			<b>£20,614.02</b>	
<b>Current balance</b>			<b>£29,306.60</b>	

## Notes and Context

Wrapping up previous year's items is going as follows:

### Audits

2005-2006 we will need to finish tidying up the accounts. The main matters remaining are two payments for the 2005 Conference, from Leeds and York. The confusion over the York cheque has now been resolved – it was an accidental double payment for the 2006 Conference.

### Income

£14,085 so far. All is from affiliation payments bar £18.00 in individual donations.

Affiliations received so far are:

London School of Economics £909  
Warwick £911  
Birmingham £1111  
Portsmouth £571  
Glasgow £663  
Southampton £787  
Paisley £348  
Sheffield £841  
Leicester £676  
Bristol £775  
Edinburgh £770  
Imperial £632  
Institute of Education £671  
Salford £534  
Strathclyde £873  
University of London Union £186  
Leeds £1041  
Cardiff £774

### Expenditure

**Salaries** Almost on rounded target.

**Travel & Subsistence** A slight overspend here, to be made up in later months, particularly those in the coming vacations.

**Executive Expenses** Slightly below budget. I am the process of sorting out a payment to Keele for the training weekend.

**Office Expenditure in general** Nothing invoiced for so far

**Publications expenditure** There has been a noticeable overspend here, covering an order of folders, which will last for some time yet, and a major overhaul of the website (the first since 2001). These were authorised as it works out cheaper in the long run.

**Journal of Graduate Education Expenditure** Internet domain renewal.

**NPC Conference 2006** This is very much a “what’s come in and what’s been paid so far” rather than a final set of accounts. Simon, Stephen and I will need to put together a final set of accounts soon.

**Committee Meetings** i.e. Ordinary General Meetings. These are expected to break even.

**Scottish Subcommittee** i.e. NPC Scotland. The only expenditure so far is expenses for attending the AGM and the November OGM.

**Welsh Subcommittee** i.e. NPC Wales/PCÔ-R Cymru. Nothing spent yet.

**Other day seminars and meetings** Nothing spent yet.

**Attendance at Conferences** A one-off payment of £20 for attendance at a Society for Research into Higher Education event and another payment of £100 to NUS as the deposit for a stand at their annual conference.

**Audit** Paid after the end of the year.

**Affiliations** Both are due to be paid later in the year.

**EuroDoc** This covers the initial deposit for hostel accommodation.

**Insurance** A bit under budget. The no claims benefit is kicking in.

**Bank Charges/Interest & JGE Interest** We have had charges of £10 for withdrawing cash for upfront expenses and £60 for taking out the credit cards. The rest is interest.

**Other** Nothing spent yet.

**Contingency** Nothing spent due to contingencies not yet having arisen.

## 7.5 Equal Opportunities Officer Report

### NPC January OGM report

#### QAA Round table discussion

Since the last report in November 2006 in my role as Equal Opportunity officer in NPC, I have attended the QAA's 'Round table discussion meeting on section 5 of the Code of practice for the assurance of quality and standards in higher education: Academic appeals and student complaints on academic matters' on 21<sup>st</sup> November 2006 in a venue at Leeds. We discussed such issues as challenges and good practice in Academic appeals and student complaints on academic matters section of the Code. The possible revisions to this section were thought about and discussed. The meeting was a sound practice and many good ideas were exchanged, I draw everyone's attention to postgraduates and/or international and/or disabled students' concerns, when putting forward an appeal or a complain. For example, I suggested that as well as medical barriers, it is imperative for the code to recognise the social barriers including lack of accessible reading material that disabled students may encounter, which can result in asking for extensions or complains. It is also important for universities to explain the code to international students in the clearest way possible, so they would be aware of their rights. I also highlighted the significance of the expansion of the code to postgraduates.

#### NPC website

On a number of occasions, I have tried to visit the NPC website but my supernova software has been unable to read most of the text on the screen and it may be a good idea to assess the accessibility of the site not only for its diverse readers but also for people with different impairments.

The project of investigating disabled international students' experiences in British HE  
For my project/research, I have contacted Skill and UKCOSA, a representative from each organization has agreed to be interviewed for my field-study, sharing their perspectives on the topic. I have received confirmation from three universities for their participation in my research and still awaiting for one more university's confirmation. Once I pass the upgrade panel, I shall begin the field-study.

#### PhD Experience

While disabled domestic students may face some or all of the difficulties during their Ph.D studies outlined by Park (2007) in his article; their negative experiences may be compounded by such additional problems as:

- Impairment related support services e.g. note-takers, readers and personal assistance
- Lack of technical aids
- Inaccessible information/buildings and learning/teaching systems
- Staff and other students' negative assumptions or attitudes towards disability.

Yet, non-disabled International students may face the following barriers, when studying for a Ph.D:

- Practical challenges: time-management, visas, provision of information pre-/post-arrival, accommodation, policies relating to financial support;
- Emotional and affective issues: stress, homesickness, lack of confidence, participation in support services;
- Cultural adaptation and integration: developing adequate cross-cultural skills, English language acquisition/competence;
- Pedagogic difficulties: unfamiliarity with the UK system and academic conventions, seminar, study and writing skills, teaching/learning experiences, linguistic diversity;
- Curriculum and assessment: appropriate course delivery design, performance and outcomes.

In addition to these potential challenges, when completing a Ph.D, disabled international students may encounter some unique barriers such as:

- Lack of funding for impairment related costs
- Different cultures of disability
- Limited understanding of their impairments because of differing assessment methods used in the UK to that of their country of origin, which can result in lack of adequate or appropriate support offered to them.

Therefore, when considering Ph.D students' experiences, it is important to take "all" students' experiences and needs including all the disadvantaged groups' into account. In January 17<sup>th</sup>, I also contributed an article on a similar issue to the PNR.