

Statement of Provision for Students: M.Sc./D.Phil in Medicinal Chemistry for Cancer

1. *Who is the Course Director with overall responsibility for students on this course?*

The Course Directors are Professor Len Seymour and Dr Angela Russell. Professor Seymour is responsible for organisation of tutorials and is the main point of contact with regard to research projects. Dr Russell is responsible for administrative support and the taught component for the course.

2. *What induction arrangements will be made?*

An induction pack for the M.Sc course is provided at the start of the first term (Michaelmas Term). This includes a schedule for the year with key dates (deadlines, exams, start and finish dates for projects) and also a detailed timetable listing lectures and seminars for Michaelmas term. In addition, key departments and their locations are identified and guidelines are issued for preparation of extended essay, poster and dissertation for assessment. Cancer Research UK-funded students will receive instructions regarding financial arrangements for receipt of studentship in advance of the start of the course.

Individual departmental inductions are provided by the Departments of Pharmacology and Chemistry. These inductions include essential Health and Safety training which must be completed before experimental work is undertaken.

Further induction material is provided by project supervisors at the start of each research project during the M.Sc and again at the start of the D.Phil research project, covering the local research environment and facilities.

3. *What is the overall length of the course, and for how many weeks are students expected to work in Oxford?*

The M.Sc is part of a 1 + 3 (M.Sc followed by D.Phil) course. The M.Sc is a full time course. You are expected to work in Oxford for at least 33 weeks, as both formal teaching sessions and project work extend beyond full term. The course starts in October, with inductions taking place before the start of the course. There are vacations over Christmas and Easter.

4. *What is the pattern of lectures, classes, seminars, tutorials and self-directed work for this course?*

The course provides grounding in the area of Medicinal Chemistry for Cancer. In year 1, during the first (Michaelmas) and second (Hilary) terms, lectures, seminars and classes are compulsory. In addition, there is a compulsory series of tutorials (normally one per week during Michaelmas and Hilary terms) in aspects of cancer and its treatment and a second series of tutorials in medicinal chemistry.

Two ten week research projects are scheduled during the second (Hilary) and third (Trinity) terms and into the Long Vacation. The summative assessment consists of an extended essay, two written examination papers and written reports on research projects (dissertation and poster). You are also required to give a presentation. Extended essays are completed by the start of Hilary term, and the poster and dissertation are produced during and after completion of the research projects,

requiring self-directed work. Revising for the two written papers at the end of Hilary Term also requires self-directed work.

5. *What one-to-one or small group teaching will students on this course receive?*

Tutorials take place weekly during Michaelmas and Hilary terms, with either one or two students per tutorial. Project supervision is provided by a biologist and a chemist, providing opportunities for one-to-one teaching in this lab-based context over the full course of each project. In addition, flexibility is included on the course to cater for and build on the strengths of individual students.

6. *Who will take overall responsibility for an individual student's progress and for completing the joint progress report form in each term of the course?*

Ultimately, the course directors take overall responsibility for monitoring your progress, meeting with you to discuss this regularly and also at your request, where appropriate. In addition, project supervisors have some responsibility for monitoring progress during research projects. At the start of your course you will be assigned a senior member of academic staff as a mentor. This mentor will complete a termly progress report form during your M.Sc year. Thereafter, your supervisors will report termly.

In addition, your College Advisor will be interested in your progress and will read your mentor/supervisor termly reports and respond as required.

7. *What workspace will be provided?*

You will be provided with workspace in the Department of Pharmacology M.Sc teaching laboratory and will be allocated bench space in the laboratories in which you carry out your research projects. Any additional workspace in these locations will be related to individual situations for these laboratories.

You will also have access to College facilities.

8. *What IT support/library facilities/experimental facilities will be available?*

IT support is available for you at the Department of Pharmacology. You will have access to Medical libraries within the University and access to online journal articles via the University system. During first year research projects and the D.Phil component of the course, you will have access to the facilities of the appropriate department and your College.

9. *What opportunities are provided for students to take part in research seminars or groups?*

You are encouraged to attend research seminars given at the Department of Pharmacology and in other relevant departments at least once a week during term, on topics related to cancer and medicinal chemistry. You are expected to be fully involved within the research group in which you carry out your research project. There is also a compulsory presentation to be given by you as part of the summative assessment in the M.Sc course. This is part of the final examination, which falls towards the end of the Long Vacation.

10. *What formal graduate skills training will be provided?*

Writing skills courses are provided to assist you in production of your extended essay, dissertation and thesis. Training is also provided in ethical issues relating to research, statistics and presentation and poster-making skills. You have access to transferable skills courses run as part of the Medical Sciences Division Skills Training programme and can attend these on a voluntary basis.

<http://www.medsci.ox.ac.uk/skillstraining>

Research specific skills training are acquired in the course of the research projects undertaken.

11. *What are the arrangements for student feedback and for responding to student concerns?*

You are encouraged to provide feedback on the course, and are emailed for input on specific aspects. You will also have direct access to the course directors and are able to arrange one-to-one meetings to discuss concerns. You can also raise concerns with Departmental committees and the Divisional JCC. You are expected to complete formal feedback questionnaires.

You may also discuss concerns with your College Advisor and Departmental mentor.

12. *What arrangements for accommodation, meals and social facilities will be made for students on a graduate taught course? (on a year round basis)*

The Department of Pharmacology has space designated for M.Sc students and provides a bookable social space. The common room can be used by graduate students, encouraging social interaction with different research groups and networking. You will also have access to the social space provided in the Chemistry Research Laboratory.

Many colleges will be able to provide you with at least one year's accommodation. Generally speaking your college will provide meals throughout the year, but provision will vary from college to college, especially during vacations, and you will need to familiarise yourself with your college's detailed arrangements. In addition there are usually self-catering facilities available in graduate accommodation. You will be a member of the Middle Common Room, or equivalent, of your college, which is the main social centre for graduates. The MCR provides a common room and usually organises a programme of social events throughout the year. The college will also provide a bar, some computing facilities and a library, and may often have dedicated funds for research (conference and field grants). It also represents the interests of its members to the college through an elected Committee or through elected representatives to College Committees. Again, details will vary from college to college. Graduates are also welcome to participate in all other social and sporting activities of the college. Please see individual college websites for further details about all aspects of college provision.

13. *What arrangements are in place for pastoral and welfare support?*

You can approach the course directors, mentors, Departmental Director of Graduate Studies, research project supervisor(s) or Graduate Advisor in College. There is also

a student representative on the Department of Pharmacology IT and Departmental committees. The student can raise items on behalf of others.

There is an extensive framework of support for graduates within each college. Your college will allocate to you a College Advisor from among its Senior Members, usually in a cognate subject, who will arrange to see you from time to time and whom you may contact for additional advice and support on academic and other matters. In college you may also approach the Tutor for Graduates and/or the Senior Tutor for advice. The Tutor for Graduates is a fellow of the college with particular responsibility for the interests and welfare of graduate students. In some colleges, the Senior Tutor will also have the role of Tutor for Graduates. Each college will also have other named individuals who can offer individual advice. The University also has a professionally staffed confidential Student Counselling Service, which offers assistance with personal, emotional, social, and academic problems.

14. *What arrangements will be put in place for supervising the graduate's work?*

Two supervisors (one biologist, one chemist) share supervision of M.Sc research projects, with one acting as lead supervisor. Normally you will have carried out a short research project under the supervision of the biologist and chemist who become your D.Phil supervisors and will be registered for the D.Phil in the department of this lead supervisor.

15. *What access to research funds will be available?*

This Cancer Research UK-funded programme has £4000 per annum, per student for research costs in the MSc year. All supervisors must be in receipt of adequate research funding to support the projects.

16. *What opportunities will be available for developing and practising teaching skills (for second and third year graduates)?*

Opportunities are available to develop academic practice through CETL. One-to-one teaching in a laboratory setting of research project students is likely to be available for all students from the second year of their D.Phil onwards. Tutorial and class laboratory based teaching may also be available.