

Welcome to York's Centre for Women's Studies!

Induction AY 2024-25. September 16, 2024.



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Introductions: CWS Staff

- Dr Rachel Alsop, CWS Director & GEMMA Programme Director
- Dr. Asha Abeyasekera, Lecturer
- Dr. Clare Bielby, Senior Lecturer
- Dr. Borianna Alexandrova, Senior Lecturer
- Prof. Stevi Jackson, Professor Emerita
- Dr. Ann Kaloski-Naylor, Honorary Fellow
- Prof. Alison Phipps, Honorary Professor
- Victoria Hill, CWS Administrator, working closely with [Department of Sociology Professional Services team](#), including Oscar Johnston, Heather Taylor, and Danielle Maxwell

CWS Induction Week Programme



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Monday, Sep 16 (LMB/036X):

9:30 am - 12:00 pm: Welcome & key info for new MA students

12:00 - 1:00 pm: Lunch

1:00 - 2:30 pm: Building the CWS Community Manifesto interactive session

2:30 - 3:00 pm: Tea & coffee break

3:00 - 4:30 pm: GEMMA student induction with Dr. Rachel Alsop (**in another building: PZA/016**)

Tuesday, Sep 17

9:30 am: Information Fair by Department of Sociology. **Location:** LMB Atrium

11:30 am - 1:00 pm: Digital skills training, CWS Postgraduate Space (LMB/158). Bring your laptop!

5:00 - 7:00 pm: **CWS Welcome Social:** food, drinks, feminist pub quiz & re/connective merriment for all new & returning students & staff. **Location:** LMB/031

Tuesday, Sep 17-Friday, Sep 20: Digital skills training for all new students

Full CWS Induction Week details on [Information for new students pages](#).

Ice-breaker

We will break out into small groups for 10 mins. Say hello to your fellow students:

- What's your **name**?
- What are your **pronouns** (if you're comfortable sharing)?
- What **culture(s)/country(ies)/language(s)** do you most strongly identify with & why? This does not have to be a national culture or country. Culture(s) could also mean a spiritual, queer, ethnic, feminist, or other community you are a part of and that feels most strongly representative of who you are and what matters to you.

Where is CWS located?

Campus East, Law and Sociology Building (LMB 157A on the University Timetable and [Campus Map](#)), 1st floor.

All CWS academic staff offices, Postgraduate Study Space and CWS Library (LMB/158), and CWS kitchen are located here, within the CWS corridor. Look out for signage on the door to the CWS corridor as you come up the stairs in LMB building, across from the vending machines and to the left of the stairway leading to the 2nd floor. The CWS administrators are based with the Sociology Professional Services team on the same floor, to your right as you come up the same stairs.

To gain entry to the Postgraduate Study Space, Kitchen and CWS corridor, you will need the security team to add access rights to your student card. The security/reception desk is in the Ron Cooke hub, on this campus.

How your MA is taught

- Taught modules (semesters 1 and 2); GEMMA Year 2 taught modules S1 only.
- Independent research: Dissertation (semester 2 and summer 2025)
- Module assessments: essays, creative projects, presentations, etc.
- Formative work (procedural essays in AWS for all year 1 students), due Monday of week 7 (Nov 11). This **does not apply to GEMMA Yr 2**.
- Skills workshops and public lectures/seminars (FRACS; Women's Studies Now!)
- Networking & collaboration with other students: Sisterhood in Action (March 2025)
- Personal supervision



Personal supervision & “contact points”

- Aim: well-being & academic progress check-in. Regular chances to receive personalised support & guidance
- Supervisions = form of programme attendance: “contact points”. This applies to all students and is **especially important for Tier 4/visa students**

University requirements:

- 2 supervision meetings per semester (1 and 2). Meetings can be delivered flexibly (in groups or over Zoom), but **at least one** of these meetings **per semester** needs to be delivered, **in person, on a one-to-one basis.**
- 3 engagement points in summer semester period (May-Sep).

Teaching: Register your attendance via **Check-In**

- [Check-In](#) is the University's class attendance monitoring system
- At the start of every class, the tutor will generate a QR code via the Check-In system and share it with the class. Students will then input this code on their own device to register their attendance.
- **Make sure you bring your smartphone to every class**, so that you can capture the QR code.
- Note that **you cannot Check-In after class is over**, so you must make sure that you: a) arrive on time; b) remember to use the Check-In system before the end of each class.
- A key element of the Policy is that the University expects **all students** to engage with their course of study via **at least two face-to-face, on-campus contact points (on separate days) each week** in which your department has scheduled learning activities during Semesters 1 and 2.

The Academic Year at York: MA Structure*

- 2 semesters of 11 teaching weeks each:
 - Semester 1 (teaching): Sep 16 - Dec 13, 2024.
 - Mid-term reading/consolidation week (no classes): Oct 28 - Nov 1, 2024
 - Note ENG coded modules also no teaching in week 6 (w/c 4 Nov)
 - Winter break: Dec 16, 2024 - Jan 5, 2025
 - Semester 2 (teaching & beginning dissertation work): Feb 10 - May 16, 2025
 - Mid-term spring break: Apr 7 - 21 inclusive, 2025. (Monday 21 April is a bank holiday.)
 - Semester 2 (summer/research): from May 19, students continue independent dissertation work, for September submission.*
- Classes taught in: semesters 1 and 2 (Sept - May)
- Dissertation work: Feb - Sept of your final year (year 1 for FT students; year 2 for PT), supported by academic supervisor & research training

*Dissertation timelines may differ for some GEMMA students. Further details on GEMMA programme at GEMMA Induction this afternoon at 3:00 p.m. in room PZA/016, with Dr. Rachel Alsop.

Teaching: How It's Going to Work



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- All module information is hosted on the Virtual Learning Environment (VLE): <https://vle.york.ac.uk/> (log in with your York username & password). Sites available on or before Wednesday, Sep 18
- Module timetable on [York Timetabling System](#)
- All modules taught in person from week 1 (starting Monday 23rd September)
- CWS modules are hosted by the Departments of Sociology and English. Module assessment criteria and submission deadlines are determined by the department hosting the module.
 - Please check individual module VLE sites for details on how each will be taught & look out for emails from the module convenor and/or home department.
 - Check module VLE sites for assessment info early and ask questions if you have them!

Key Things to Remember

- Check your York email at least once a day during the semester
- Check in with your personal supervisor at least twice per semester
- If you're unsure about anything, don't struggle on your own! Talk to your supervisor or reach out to CWS' dedicated well-being tutors (available for in-person drop-ins in our building during term time or ask your pastoral supervisor to refer you via email), Student Hub & the Students' Union (YUSU)
- Explore the [Health & Wellbeing pages](#) for further resources and support (both longer-term and emergency)
- Learn about the [Check-In attendance register system](#) & bring your phone to every class. Go to <https://checkin.york.ac.uk/selfregistration> **and enter today's check-in code is: 392112**

Key University Support Services

- [Student Hub](#): advice on finances, accommodation, and more.
- [YUSU: York Students' Union](#): independent advice, support & sports/recreation for students.
- [Disability Services](#), [Open Door](#) & departmental Student Well-being Officers
- [Library & IT Services](#)

Other useful services:

- [Writing Centre](#) (based in the Library) & [Writing Resources through Dept. of English](#)
- [Career Services](#)
- [Research Excellence Training Team](#) (aka BRIC. Chiefly for PhDs but relevant for all postgraduate researchers)

University Library

- Our Faculty Librarians: Martin Philip and Tony Wilson (lib-women@york.ac.uk)
- Learn more about the resources available to you on the [Library's Women's Studies page](#)
- Library/research skills [training worksheet](#): please **complete by Wednesday, Oct 2**
- Face to face drop-in session with Tony: **Wednesday, Oct 9** (optional)

Other useful resources:

- [Welcome to the Library, Archives and Learning Services - slides for induction](#)

Wellbeing & Accessibility Support

- CWS-/Sociology-based well-being officers (available for in-person drop-ins in our building during term time or ask your pastoral supervisor to refer you via email).
- [Open Door](#): Mental Health Practitioners providing support to registered students experiencing psychological or mental health difficulties.
- Further support within and beyond the University on [Help and Support pages](#)
- Accessibility in teaching: [Disability Services](#), disabilityservices@york.ac.uk or call 01904 324785. Advice (incl. DSA: Disabled Students Allowance) & study support for neurodivergent students or students managing SpLDs (e.g. dyslexia, dyspraxia, ADHD), long-standing health conditions (e.g. diabetes, ME/CFS, fibromyalgia, long-term treatment/recovery, mental health, etc.).

Equality, Diversity and Inclusion

Dr Kai Tsao (evangeline.tsao@york.ac.uk)

Equality and Diversity Coordinator



- University Equality, Diversity and Inclusion Committee
Athena Swan; Race Equality; Accessibility
- Dignity at Work and Study [Policy](#); Report and Support [tool](#)
- Let's Talk about Race and Racism [Resource](#);
Race Equality [Action Plan](#); Decolonising the Curriculum [resource](#)
- Supporting our Trans and NonBinary Community [information](#)
- University of Sanctuary: [Information and Support](#)
- Celebrating Diversity: [Calendar](#)

CWS Community Involvement: Socials, Activism, Networking

- FRACS: Feminist Research, Academic & Career Skills: socials & skills workshops organised by CWS students & staff. You can join the team too! Email boriana.alexandrova@york.ac.uk if interested.
- Women's Studies Now! Research seminar series. Email rachel.alsop@york.ac.uk.
- Sisterhood in Action: The Annual CWS Student & Staff Conference (March 7, 2025)
- **Tuesday, September 17 @ 5:00 p.m.** The CWS Welcome Social (LMB/031)
- China Studies Reading Group by Prof. Stevi Jackson
- [*Cultivate Journal*](#), run by CWS PhD researchers with staff support. Contact: Editorial team at cws.cultivate@gmail.com. Check out [these slides for more](#) and save the date for the *Cultivate* launch: Wed, Sep 25 @ 5:30 pm, CWS PGR space.
- Become a **Student Representative** for your cohort at the CWS Board of Studies. **Email cws@york.ac.uk by Wednesday, Sep 25** to register your interest in becoming a rep! Look out for email on being the CWS rep on Sociology board.
- Join & explore [York International Women's Week](#). Contact: Dr. Ann Kaloski-Naylor (ann.kaloski-naylor@york.ac.uk).

Event dates for your calendar

- **Wed, Sep 25 @ 5:30-7:30 pm** in CWS Postgraduate Space (LMB/158): *Cultivate* launch of issue 6: Eras of Feminism
- **Tuesday, Nov 5 @ 11:00 am-1:00 pm**, University JB Morrell Library: Women's History & Activism Archive Visit & Workshop
- **Monday, Nov 11**: Formative essays due on Approaching Women's Studies (core module). Not applicable to GEMMA Yr 2.
- **Thursday, Dec 5**: CWS 40th Anniversary Annual Lecture by Professor Clare Hemmings

Keep an eye out for more details on upcoming workshops, public lectures, and reading groups, including on Academic Writing, Applying for a PhD, Research Sharing Sessions, the MA Dissertation, China Studies Reading Group, and more. Follow the [CWS Events Google Calendar](#).

Digital Skills Trainings

Please sign up for **one** of these sessions. To sign up, simply select Yes on your chosen time slot in the [CWS Google Calendar](#). If you cannot see these sessions in your Google Calendar or can't access the links, please email cws@york.ac.uk

- Tuesday, September 17 - 11:30-1:00 in the CWS Postgraduate Space (LMB/158)
- Friday, 20 September - 10:00-12:00 & 1:00-3:00, online

Any questions about rooms and timings, contact cws@york.ac.uk or check the [CWS Google Calendar](#).

Health & Safety

All teaching is now fully back to campus. Nonetheless, please remain considerate of others and take simple steps to keep yourself & others safe:

- If you're feeling unwell, consider testing for Covid-19 and assess the risk (to yourself and others) of being on campus while poorly. Home tests are available to buy at most local pharmacies & online (e.g. at [Boots](#))
- If you are unwell and feel comfortable doing so, wear a face mask indoors
- If you must miss classes, email the seminar tutor or CWS office in advance
- Wash & sanitise hands regularly
- Flu vaccine is also available at most local pharmacies (see e.g. [Boots flu jab service](#))
- Download and use the [SafeZone App](#) whenever you are on campus. Provides quick access to campus map & emergency services.
- If you're new to the city of York, make sure you [register with a local GP surgery](#).

Checklist: What's next?



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- Sign up for a digital skills training (induction week 0).
- **GEMMA Students:** stay for this afternoon's GEMMA induction with Dr. Rachel Alsop (rachel.alsop@york.ac.uk) in PZA/016
- Come to the CWS Welcome Social (Tue, Sep 17 @ 5:00 p.m., LMB/031)
- Schedule a meeting with your personal supervisor (to take place before end of wk1)
- International students: further steps on [University's Arriving pages](#).
- If you're not local to York: register with a York doctor. More on [Healthcare pages](#) and [Healthcare for international students](#).

Preparing for teaching



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- Check your timetable: where/when is your teaching taking place?
- Log into the VLE & find your semester 1 modules. Look under week 1 to find out how to **prepare for your first seminars starting w/c 23 September**.
- Complete the [Academic Integrity Tutorial](#) on the VLE, **no later than week 6!**
- Questions? Unsure about anything? Contact your supervisor and/or cws@york.ac.uk