

UNIVERSITY OF WARWICK

Board of Graduate Studies

Minutes of the meeting of the Board of Graduate Studies held on 26 April 2004.

Present: Professor McCrae (in the Chair), Professor Bridges, Ms Chankseliani, Professor Chetwynd, Dr Dowd, Dr Gallafent, Professor Jackson, Mr Khawaja, Dr Kuhlczak, Dr Leadley, Professor Legge, Dr Luddy, Ms Nazarali, Mr Parker, Professor Peile, Professor Phizacklea, Dr Rosamond, Professor Singer, Professor Stoneman, Mr Watson, Professor Wills, Professor Wilson, Dr Withnall.

In Attendance: Ms K Scott (for items 58-59/03-04).

Apologies: Dr Gallafent, Professor Houlgate, Professor Legge, Professor Miller, Dr O'Brien, Professor Phizacklea.

52/03-04 Minutes

RESOLVED:

That the minutes of the meeting of the Board held on 16 February 2004 be approved.

53/03-04 Central Funding for Disabled Students (minute 50/03-04 refers)

REPORTED:

- (a) That the Board, at its meeting held on 16 February 2004, considered a paper from the Graduate Studies Committee of the Board of the Faculty of Social Studies on University provision for postgraduate students and resolved that the item be referred to the Campus Life Committee for consideration, noting that the Board would welcome a report of the Committee's decisions on the issues raised by the Graduate Studies Committee.
- (b) That the Campus Life Committee, at its meeting held on 23 February 2004, considered the above report and resolved that the Senior Tutor consider the report and report back to the Summer Term meeting of the Campus Life Committee.

54/03-04 ESRC Studentships (minute 48/03-04 refers)

REPORTED:

That the ESRC had confirmed the allocation of two 1+3 quota awards to the Warwick Business School.

55/03-04 Social facilities at Lakeside (minute 38/03-04 {a} refers)

RECEIVED:

An oral report from the Chair on progress with plans for social provision at Lakeside.

56/03-04 Dorothy Hodgkin Postgraduate Awards

RECEIVED:

An oral report from the Chair on the new national Dorothy Hodgkin postgraduate award scheme which would provide funding for top research students from overseas, noting that four awards had been allocated to Warwick as part of the 2003/2004 pilot programme.

57/03-04 Postgraduate Committee

RECEIVED:

An oral report from the Chair of the Postgraduate Committee noting plans for social activities for postgraduate students.

58/03-04 Postgraduate Admissions (minute 38/03-04 b refers)

RECEIVED:

A report from the Assistant Registrar (Postgraduate Recruitment and Admissions) on application statistics for entry 2004/05 and the implementation of the application fee for taught postgraduate courses (paper BGS35/03-04).

59/03-04 English Language Entry Requirements

CONSIDERED:

A paper setting out the University's current English language entry requirements and requirements at competitor institutions (paper BGS36/03-04).

RESOLVED:

That it was the view of the Board that no change should be made to English language entry requirements for postgraduate courses.

60/03-04 Annual Reports

(a) Taught postgraduate courses

CONSIDERED:

Summaries of annual reports received for taught Postgraduate courses:

- (i) Faculty of Arts (paper BGS32/03-04).
- (ii) Faculty of Science (paper BGS 33/03-04).
- (iii) Faculty of Social Studies (paper BGS 34/03-04).

RESOLVED:

That the summaries of annual reports for taught postgraduate courses set out above be approved.

(b) Research Degrees

CONSIDERED:

The introduction of a Departmental Annual Review process for Research Degrees, noting that:

- (i) While postgraduate research degrees were included in Periodic Review, there was currently no mechanism for more frequent monitoring, as there was at undergraduate and taught postgraduate level.
- (ii) An annual review system would be helpful to the Board in the implementation of the new University Guidelines on the Supervision and Monitoring of Research Degree Students and any national quality framework resulting from the HEFCE's consultations on its proposed Framework for Improving Standards in Postgraduate Research Degree Programmes.

RESOLVED:

That draft procedures for the Annual Review of Research Degree provision be prepared for consideration at the next meeting of the Board.

61/03-04 PhDs in a language other than English

REPORTED:..

- (a) That the Board of Graduate Studies, at its meeting on 16 February 2004, resolved that the guidelines for permitting PhDs in French, German and Italian to be written in a language other than English be approved as set out in Paper AGSC17/03-04 (revised), noting that this did not constitute an amendment to the University Regulation on this matter, but was intended as guidance on future interpretation of the Regulation.
- (b) That the Academic Quality and Standards Committee, at its meeting held on 25 February 2004, resolved that it was unclear as to the rationale for seeking to amend the University Regulation as set out in paper AGSC 17/03-04 and that the paper be referred back for clarification by Dr K O'Brien.

62/03-04 Late Submission of assessed work (minute 26/03-04 refers)

REPORTED:

- (a) That the Board, at its meeting held on 16 February 2004, recommended to the Academic Quality and Standards Committee that the penalty for late submission be set to take account of the potentially greater influence of a mark for a single piece of coursework on the qualification awarded at postgraduate level and the differing pass marks at undergraduate (pass mark of 40%) and taught postgraduate (50%) levels, noting that taking this into account an appropriate penalty at postgraduate level would appear to be approximately two thirds of the undergraduate penalty.
- (b) That the Academic Quality and Standards Committee, at its meeting on 25 February 2004, resolved that a letter be sent to Chairs of

Departments setting out current University policy of awarding a mark of zero for late submission of Assessed work and seeking from each department a clear response as to whether they favoured replacement of the current policy at undergraduate and postgraduate levels with:

- (i) a single tariff of 4% per day at undergraduate and postgraduate levels or
- (ii) differential undergraduate and postgraduate tariffs of 5% and 3% per day respectively

63/03-04 New and Revised Courses of Study

(a) Department of Chemistry (minute 42/03-04 refers)

REPORTED:

That the Board, at its meeting on 16 February 2004, considered a proposal for a new degree course leading to the award of the degree of Chemistry Doctorate (ChemD) to be introduced from October 2004 (paper SGS 55/03-04) and resolved:

- (i) That the Board supported in principle the introduction of a four-year PhD in Chemistry with a significant educative component.
- (ii) That the Chair discuss the title, assessment methods and regulations for the degree with the Department.
- (iii) That a revised proposal be considered at the next meeting of the Board.

CONSIDERED:

A revised proposal from the Department of Chemistry for the introduction of a four year PhD in Chemistry with Industrial Collaboration, together with proposed amendments to University Regulation 14 Governing Higher Degrees (paper SGS 55/03-04 {revised 1}).

RECOMMENDED:

That the revised proposal be approved as set out in paper SGS 55/03-04, subject to minor amendments to the proposed addition to University Regulation 14 Governing Higher Degrees and approval of the revised proposal by the Graduate Studies Committee of the Board of the Faculty of Science.

(b) Warwick Manufacturing Group (minute 42/03-04 refers)

REPORTED:

- (a) That the Board, at its meeting held on 16 February 2004, considered a proposal for the introduction of a MSc in Process Technology and Business Management (paper SGS 26/03-04 {revised 1} and paper SGS 27/03-04), and resolved that the Chair approve the proposals on behalf of the Board subject to clarifications requested at the meeting.

- (b) That the Chair had subsequently approved the proposed course on behalf of the Board, noting that outstanding module proposals would be considered by the Graduate Studies Committees of the Faculty Boards during the Summer Term.

RESOLVED:

That module proposals for modules to be offered by the Warwick Business School and the module in Intellectual Property Law be referred to the Graduate Studies Committee of the Board of the Faculty of Social Studies for consideration.

RECOMMENDED:

- (a) That, as outlined in the Course Approval Checklist for Department or School Boards in the Course Approval pack, departments intending to offer modules that fell within the area of expertise of a different department be requested to consult the department concerned.
- (b) That, as part of this consultation, departments be expected to make available a copy of the module proposal and obtain written confirmation that there were no objections to the module, for submission to the Faculty together with the module proposal.