

UNIVERSITY OF WARWICK

Board of Graduate Studies

There will be a meeting of the Board of Graduate Studies at 2.00pm on Thursday 21 February 2008 in the Council Chamber, University House.

J F Baldwin
Registrar

Note: Questions on agendum items or apologies for this meeting should be directed to the Assistant Secretary to the Board, Jocasta Gardner (j.h.gardner@warwick.ac.uk).

A G E N D A

1. Minutes of the last meeting

TO CONSIDER:

The minutes of the meeting of the Board held on 17 January 2008 (copy attached).

2. Matters arising on the minutes

3. Chair's Business

(a) Collaborative Scholarships (minute 45(e)/07-08 refers)

TO REPORT:

That the Board, at its last meeting, received a paper on collaborative scholarship schemes (paper BGS 24/07-08).

TO RECEIVE:

An oral report from the Chair giving further information on the financing of collaborative scholarships.

(b) Full Economic Costing for Industry-Sponsored Postgraduate Research Students

TO RECEIVE:

An oral report from the Chair.

(c) Proposed Review of Regulation 14 Governing Higher Degrees (minutes 59/06-07, 82/06-07 and 102(b)/06-07 refer)

TO RECEIVE:

An paper from the Chair announcing a review of Regulation 14 (paper BGS

45/07-08, copy attached), noting that this item would be brought back to the Board at its next meeting.

(d) Review of Procedures for dealing with Postgraduate Matters

TO RECEIVE:

A paper noting the concerns raised by the Graduate Studies Committees of the Faculties (paper BGS 37/07-08, copy attached).

TO CONSIDER:

A paper from the Chair proposing a Review of the Terms of Reference of the Board of Graduate Studies/Faculty Graduate Studies Committees and the Course Approval and Review Processes (paper BGS 46/07-08, copy attached), noting that this item would be brought back to the Board at its next meeting.

(e) Report from the Board to the Steering Committee

TO RECEIVE:

The report from the Board to the Steering Committee (paper SC 212/07-08, copy attached), noting that appendices A-C and papers BGS 24-25/07-08 were not being circulated to the Board but were available from the Assistant Secretary should members wish to see them.

(f) Poster competition and ePortfolio Awards

TO REPORT:

- (i) That the University's third Annual Postgraduate Research Poster Competition would take place on Wednesday 21st May 2008, noting that the deadline for entries was 7 May 2008.

Note: Further information is available at
<http://www2.warwick.ac.uk/study/csde/gsp/postercomp/>

- (ii) That the ePortfolio Awards competition was now open with a closing date of 21 April, noting that awards would be presented at the poster competition on 21 May.

Note: Further information is available at
<http://www2.warwick.ac.uk/study/csde/gsp/eportfolio/awards/>

4. Chair's Action

TO RECEIVE:

A report on items approved by the Chair on behalf of the Board (paper BGS 38/07-08, copy attached).

5. Reports from the Chairs of the Graduate Studies Committees

TO RECEIVE:

Oral reports from the Chairs of the Graduate Studies Committees.

6. Postgraduate Committee and Students' Union

TO RECEIVE:

An oral report from the Education Officer.

7. Points-Based Immigration System 2.30pm

TO RECEIVE:

- (a) A report from the Director of Student Admissions and Recruitment and the Assistant Registrar (Postgraduate Admissions) (BGS 39/07-08, to be included in second circulation);
- (b) A copy of the memorandum from the Academic Registrar to departments on the new points-based immigration system and its impact on Warwick, noting that the Senior International Student Adviser, Immigration Service, would be in attendance to answer any questions (paper BGS 40/07-08, copy attached).

8. Postgraduate SSLC annual reports (minutes AQSC 30/07-08, SGS 25/07-08 refer)

TO CONSIDER:

The Annual Report from the Student-Staff Liaison Committee Coordinators on the operation of the SSLC system during 2006-07 for postgraduate courses (papers BGS 41/07-08 and AQSC 29/07-08, copies attached).

9. Annual Course Review Reports

TO CONSIDER:

The composite Annual Course Review Reports prepared by each of the Graduate Studies Committees of the Faculties, as set out in paper BGS 42/07-08, copy attached.

10. Guide to Examinations for Higher Degrees by Research (minutes 30(d)/07-08 and 54/07-08 refer)

TO REPORT:

That the Board, at its last meeting, resolved that the proposed revisions to the *Guide to Examinations for Higher Degrees by Research*, as set out in paper BGS 32/07-08, be approved, subject to the following amendments:

- (a) That, for the purposes of determining whether a thesis should be examined by two external examiners, a member of staff be defined as someone holding membership of a department in accordance with Ordinance 11(1);
- (b) That information about the confidentiality of the work submitted be included in the letters sent to the examiners;
- (c) That the Board supported the move to electronic submission of the final version

of the thesis for storage by the Library in the institutional repository;

- (d) That the Graduate School be asked to consider the introduction of a requirement that students submit the thesis electronically for examination.

TO CONSIDER:

The proposed revisions to the *Guide to Examinations for Higher Degrees by Research* (paper BGS 32/07-08 (revised), copy attached), noting that only Parts I-III were being circulated to the Board, since Part IV solely reproduces the relevant University Regulations).

11. New Course Proposals

TO CONSIDER:

A paper setting out proposals for new courses (paper BGS 43/07-08, copy attached), noting that the Chair and Secretary would table recommendations at the meeting.

12. Revised Course Proposals

TO CONSIDER:

A paper setting out recommendations for the approval of revisions to existing courses (paper BGS 44/07-08, copy attached), noting that the Chair and Secretary would table recommendations at the meeting.

Note: The full proposals have not been circulated to members but will be made available for consultation at the meeting. It is not intended to discuss these recommendations at the meeting unless members of the Board wish to raise issues. If you have an enquiry about a particular item, please contact Jocasta Gardner for a copy of the paper.

13. Graduate Awards and Nominations Committee (minute 44(c)/07-08 refers)

(a) Membership

TO REPORT:

- (i) That the Graduate Studies Committee of the Faculty of Arts had nominated Dr Z Newby as the fourth Faculty selector for the WPRS selection process in Term 3 to replace Professor S Bruzzi;
- (ii) That the Graduate Studies Committee of the Faculty of Medicine had nominated Professor M Thorogood to replace Professor E Peile on the Graduate Awards and Nominations Sub-Committee in Term 3, and Dr N Johnson to serve as fourth Faculty selector for the WPRS selection process;
- (iii) That the Graduate Studies Committee of the Faculty of Social Studies had nominated Dr R Carter to replace Dr F Peter on the Graduate Awards and Nominations Sub-Committee in Term 3, and Dr K Scharf to serve as fourth Faculty selector for the WPRS selection process.

(b) Business

TO REPORT:

- (i) That, after reviewing the approved budget allocations and the number of existing awards that would be completed this year, the Graduate School would have approximately 40 Warwick Postgraduate Research Scholarship awards available to be allocated across the two Rounds of the current competition;
- (iii) That in Round 1 of the Warwick Postgraduate Research Scholarship Scheme the Graduate School received 147 applications by the 30 November deadline, compared with 213 in the previous year;
- (iv) That 21 awards were offered in Round 1 of the Warwick Postgraduate Research Scholarship Scheme;
- (v) That an electronic application system was being piloted for Round 2 of the Warwick Postgraduate Research Scholarship Scheme and that there would be an information session on the nomination process for departments in the Council Chamber at 1.00pm on 26 February 2008;
- (vi) That the Graduate Awards and Nominations Sub-Committee would meet to consider second-round applications for the Warwick Postgraduate Research Scholarship Scheme on 28 April 2008.

14. PhD in Multidisciplinary Studies (minutes 52/07-08 and AQSC 67/07-08 refer)

TO REPORT:

- (a) That the Board, at its last meeting, considered an in-principle proposal for the introduction of a PhD in Multidisciplinary Studies (paper BGS 29/07-08) and resolved that the initial proposal be welcomed and the administrative and funding arrangements be developed further before the proposal is reconsidered by the Board.
- (b) That the Academic Quality and Standards Committee, at its meeting on 1 February 2008, considered the in-principle proposal for the introduction of a PhD in Multidisciplinary Studies (paper BGS 29/07-08) and resolved that the Board of Graduate Studies be invited to reconsider the conditions under which a PhD might be awarded in two or three disciplines, and the possible designations for such degrees.

15. Amendment to Regulation 15 for Higher Doctorates (minutes 19/07-08 and 50/07-08 and AQSC 66/07-08 refer)

TO REPORT:

That the Academic Quality and Standards Committee considered the proposed amendments to Regulation 15 and recommended to the Senate that they be approved as set out in paper BGS 27/07-08.

16. Postnominals (minutes 53/07-08 and AQSC 68/07-08 refer)

TO REPORT:

That the Academic Quality and Standards Committee, at its meeting on 1 February 2008, considered the proposal to amend Ordinance 13 (BGS 31/07-08) and recommended to the Senate that the proposal to amend Ordinance 13 on Degrees and Diplomas, to introduce postnominal abbreviations for a number of University awards, and to add Postgraduate Award to the list of University awards, be approved as set out in paper BGS 31/07-08.

17. Split-Site PhDs (minutes 45(f)/07-08 and AQSC 64/07-08 refer)

TO REPORT:

- (a) That the Board, at its last meeting, received a paper on split-site PhDs (paper BGS 25/07-08);
- (b) That the Academic Quality and Standards Committee, at its meeting on 1 February 2008, considered the paper on split-site PhDs and resolved that:
 - (i) Members of the Committee pass any comments on the paper on split-site PhDs, paper BGS 25/07-08, to the Chair of the Board of Graduate Studies;
 - (ii) The paper on split-site PhDs, paper BGS 25/07-08, be considered by the Collaborative, Flexible and Distributed Learning Sub-Committee at its next meeting.

18. Student Membership of Graduate Studies Committees (minute GFSS 29/07-08 refers)

TO REPORT:

That the Graduate Studies Committee of the Faculty of Social Studies, at its meeting on 31 January 2008, noted that given that the student representative was, in many cases, only a member of the University for one year it was important that sufficient training be provided for each new student representative to the Committee, and that it would be beneficial for a student who was at the University for more than one year (for example, a PhD student) to be the Committee's student representative.

19. Student Surveys (minute 45(d)/07-08 and AQSC 60/07-08 refer)

TO REPORT:

- (a) That the Board, at its last meeting, considered participation in the Postgraduate Research Survey Experience this academic year and recommended that the University use the Postgraduate Research Survey Experience instead of the Academic Satisfaction Survey to gather feedback from postgraduate research students this academic year, noting that further thought needed to be given to mechanisms for surveying taught postgraduate students;
- (b) That the following was reported to the Academic Quality and Standards Committee, at its meeting on 1 February 2008:
 - (i) That the results for the Academic Satisfaction Review 2007 will be circulated to departments shortly;
 - (ii) That a proposed review of the mechanisms for collecting and evaluating feedback from undergraduate and postgraduate students is under

discussion and that the Senior Assistant Registrar (Teaching Quality) will report to the next meeting of the Committee.

- (c) That the Academic Quality and Standards Committee considered a proposal to conduct the Academic Satisfaction Review later in the spring term for first and second year undergraduate students and postgraduate taught students, noting that final year undergraduate students have been encouraged to participate in the National Student Survey 2008;
- (d) That the Academic Quality and Standards Committee resolved that the Academic Satisfaction Review be conducted later in the spring term for first and second year undergraduate students and postgraduate taught students, noting that final year undergraduate students have been encouraged to participate in the National Student Survey 2008 and that postgraduate research students will be invited to participate in the Higher Education Academy's Postgraduate Research Experience Survey.

20. Any Other Business