

BOARD OF GRADUATE STUDIES

A meeting of the Board of Graduate Studies will be held on Tuesday 16 January 2018 from 09.30 to 13.00, in CMR 1.0, University House.

Rachel Sandby-Thomas
Registrar

A G E N D A

Notes: The following items and reports are for consideration at the meeting.

Committee papers can be accessed at <https://files.warwick.ac.uk/bgs/browse>. Questions on items on the agenda or apologies for this meeting should be directed to the Assistant Secretary to the Board, Laura Larard (bgs@warwick.ac.uk).

1. Minutes of the last meeting

TO CONSIDER:

The minutes of the meeting of the Board held on 7 November 2017 as set out in paper BGS 20/17-18 (copy attached).

2. Matters Arising on the Minutes

(a) Membership of the Board 2017/18 (minute BGS 2/17-18 refers)

TO REPORT:

- (i) That Alex Baker would sit on the Board of Graduate Studies as the postgraduate student appointed by the Board of Faculty of Science from amongst the departments in the Faculty;
- (ii) That Wanjiku Murage would sit on the Board of Graduate Studies as the postgraduate student appointed by the Board of Faculty of Social Science from amongst the departments in the Faculty;
- (iii) That Adeola Salau would sit on the Board of Graduate Studies as the postgraduate student appointed by the Board of Faculty of Medicine from amongst the departments in the Faculty;
- (iv) That Chelsea Ziegler would sit on the Board of Graduate Studies as one of the two co-opted student members, subject to the approval of Senate.

(b) Graduate Awards and Nominations Sub-Committee (minute BGS 5/17-18 refers)

TO REPORT:

- (i) That the Faculty Education Committees, at their last meetings, nominated the following to serve as additional Faculty Selectors on the Graduate Awards and Nominations Sub-Committee:

(A) Faculty of Arts

- (1) Professor M Beistegui;
- (2) Dr O Davis;
- (3) Dr R Varma;

(B) Faculty of Medicine

- (1) Professor M Birchwood
- (2) Professor D Grammatopoulos;
- (3) Professor C Hutchinson

(C) Faculty of Science

- (1) Professor M Turner;
- (2) TBC;
- (3) TBC;

(D) Faculty of Social Sciences

- (1) TBC;
- (2) TBC;
- (3) TBC;

- (c) Nomination of student member on the University Research Governance and Ethics Committee (minute BGS 22(c)/17-18 refers).

TO REPORT:

That Alex Baker would replace Emily Dunford as the student representative on University Research Governance and Ethics Committee.

3. Students' Union Update

TO RECEIVE:

- (a) A paper from the Postgraduate Officer on postgraduate engagement (paper BGS 21/17-18, available online);
- (b) An oral report from the Postgraduate Officer.

4. Reports from the Chairs of the Faculty Education Committees

TO RECEIVE:

Oral reports from the Chairs of the Faculty Education Committees.

5. Chair's Business

TO RECEIVE:

An oral report from the Chair in relation to:

- (a) Catalyst bid;
- (b) Review of personal tutoring system;
- (c) Institutional Teaching and Learning Review

6. Policy on Professional Development for Doctoral Researchers

TO CONSIDER:

A paper from the Senior Assistant Registrar (Graduate School) on progress and next steps in relation to the policy on professional development for doctoral researchers (paper BGS 22/17-18, [available online](#)).

7. PGR Action Planning

TO CONSIDER:

A paper from the Postgraduate Student Development Officer on PGR action planning (paper BGS 23/17-18 (revised), [available online](#)).

8. Thesis Completion Hardship Fund

TO CONSIDER:

A paper from the Administrative Officer (Graduate School) in relation to the future of the Thesis Completion Hardship Fund (paper BGS 24/17-18, [available online](#)).

9. Submission Rates

TO RECEIVE:

A paper from the Administrative Officer (Graduate School) on PhD and EngD submission rates (paper BGS 25/17-18, [available online](#)).

10. Revisions to Ordinance 9

TO CONSIDER:

Proposed amendments to Ordinance 9 – Ordinance on a Board of Graduate Studies (paper BGS 26/17-18, [available online](#)).

11. Any Other Business

12. Next meeting

TO REPORT:

That the next meeting of the Board is on Monday 12 February 2018 at 9.00am in CMR 1.0.

MATTERS TO RECEIVE AND APPROVE WITHOUT FURTHER DISCUSSION

Note: The following papers are non-controversial or can be accepted with a minimum of explanation. Members of the Committee may, however, ask for any of the following items to be transferred to the 'Matters for Consideration' element of the Agenda by contacting the Assistant Secretary by telephoning 024 765 22755 (ext: 22755), or via e-mail to bgs@warwick.ac.uk prior to the meeting, or by raising the item at the commencement of the meeting.

13. Chair's Action

TO RECEIVE:

A report on items approved by the Chair on behalf of the Board (paper BGS 27/17-18, available online).

As at 9 January 2018