

## UNIVERSITY OF WARWICK

### Board of Graduate Studies

There will be a meeting of the Board of Graduate Studies at 2.00pm on Thursday 7 June 2007 in the Council Chamber, University House.

C E Charlton  
University Secretary

**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 3 May 2007 (copy attached).

2. Matters arising on the minutes

(a) Annual Course Review Reports (minute 98/06-07 refers)

(i) Faculty of Medicine

TO CONSIDER:

The draft summary Postgraduate Annual Course Review Reports from the Faculty of Medicine for:

(A) Taught courses (paper GCFM15/06-07 (revised), copy attached), noting that this report was approved by the Chair of the Graduate Studies Committee of the Faculty of Medicine, acting on its behalf, following the meeting of the Committee on 30 January 2007;

(B) Research courses (paper GCFM 8/06-07, copy attached), noting that this report was considered by the Graduate Studies Committee of the Faculty of Medicine on 24 October 2006 (minute 12/06-07 refers).

(ii) Faculty of Social Studies

TO REPORT:

That the Graduate Studies Committee of the Faculty of Social Studies, at its meeting on 15 May 2007, considered the views of the Committee on the Annual Course Reviews (paper GFSS.278/06-07) and resolved that:

(A) Some general trends could be identified throughout the reports, including:

- (1) Recruitment for PGT programmes seemed to be a general problem for departments and that departments were beginning to actively engage in marketing to address this;
  - (2) Library provision was considered inadequate by students;
  - (3) Teaching accommodation was poor;
  - (4) PGR students were dissatisfied with the lack of office space available in departments and around campus;
  - (5) Concerns were raised over provision of careers advice;
  - (6) Links with employers were variable.
- (B) It be noted that External Examiners' reports were good and supported the work of the departments;
- (C) The Assistant Secretary consolidate the reports into a general report.

TO CONSIDER:

The summary Report of the Annual Course Reviews, as set out in paper GFSS.302/06-07 (to be tabled), noting that it had yet to be confirmed whether this summary report had been approved by the Chair of the Graduate Studies Committee of the Faculty of Social Studies on behalf of the Committee.

- (b) EngD (minutes 73(a)(ii)/06-07 and SGS.24(c)(v)/06-07 refer)

TO REPORT:

That the Graduate Studies Committee of the Faculty of Science, at its meeting on 16 May 2007, considered a proposal that Regulation 14 (governing EngD degrees) be revised, as set out in paper SGS.52/06-07 and recommended to the Board that it be revised, as set out in paper SGS.52/06-07.

TO CONSIDER:

A revised version of Regulation 14 (governing EngD degrees), as set out in paper SGS.52/06-07 (copy attached).

- (c) MPhil/PhD registration (minutes 59/06-07 and 82/06-07 refer)

TO REPORT:

That the Board, at its last meeting, considered proposed amendments to Regulation 14(F) Governing Higher Degrees and resolved that it broadly supported the proposed amendments to Regulation 14(F) Governing Higher Degrees, as set out in paper BGS 27/06-07, but that the Board would reconsider a revised version of paper BGS 27/06-07 that reflected the comments made during the discussion.

TO CONSIDER:

- (i) Proposed amendments to Regulation 14(F) Governing Higher Degrees as set out in paper BGS 51/06-07 (to be tabled).
  - (ii) Proposed amendments to Regulation 16.3(1): Regulations Governing Appeals at Postgraduate Research Level as set out in paper BGS56/06-07 (to be tabled).
- (d) Erasmus-Mundus.(minute 83(f)/06-07 refers)

TO REPORT:

- (i) That the Board, at its last meeting, received an oral report from the Chair on a meeting with all relevant Committee Chairs to consider proposals by the Department of Economics and the School of Theatre, Performance and Cultural Policy Studies for an Erasmus Mundus Masters course in each of these departments, noting that:
  - (A) The Chair, acting on behalf of the Board, had approved the proposal for an MA in Economic Development from the Department of Economics, following its approval by the Chair of the Graduate Studies Committee of the Faculty of Social Studies, as well as the Chair of the Academic Quality and Standards Committee, and that papers related to this would be circulated for the next meeting of the Board;
  - (B) The final proposal for an MA in International Performance Research from the School of Theatre, Performance and Cultural Policy Studies had not yet been submitted but was likely to require similar approval by Chair's action, and that the papers relating to this would be circulated for the next meeting of the Board.
- (ii) That the Chair of the Academic Standards and Quality Committee, acting on its behalf, had subsequently approved the proposal for an MA in International Performance Research from the School of Theatre, Performance and Cultural Policy Studies.

TO RECEIVE:

The proposal for an MA in Economic Development from the Department of Economics, as set out in paper BGS 49/06-07 (copy attached).

TO CONSIDER:

The proposal for an MA in International Performance Research from the School of Theatre, Performance and Cultural Policy Studies, as set out in paper BGS59/06-07 (to be tabled).

- (e) Payment of postgraduate research students for teaching (minute 92/06-07 refers)

TO REPORT:

That the University has not adopted the University and College Union's recommendations on hourly paid staff.

TO RECEIVE:

- (i) The University's Salary Scale for Part-time Teachers (paper BGS 48/06-07, copy attached);
  - (ii) The University's Guideline on the Use of Postgraduate Students for Teaching (paper BGS6/06-07 (revised), copy attached);
  - (iii) An oral report from the Chair on discussions held with the Senior Management Team and Personnel on how to take forward the review of the terms and conditions for postgraduates undertaking part-time teaching;
  - (iv) The University and College Union's 'Employment Charter for postgraduate student academic and academic-related staff' (paper BGS 46/06-07, copy attached);
  - (v) The University and College Union's 'Good Practice Guide for the Employment of Postgraduate Students to Teach' (paper BGS 47/06-07, copy attached).
- (f) Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Adults)' (minutes 99(a)(i)/06-07 and GFSS 18(d)(ii)/06-07 refer)

TO REPORT:

- (i) That the Board, at its last meeting, considered the proposal for the introduction of a new Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Adults)' as set out in papers GFSS 163/06-07, GFSS 164/06-07 (revised) and GFSS 165/06-07;
- (ii) That the Board resolved that the proposal for the introduction of a new Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Adults)' as set out in papers GFSS 163/06-07, GFSS 164/06-07 (revised) and GFSS 165/06-07, not be approved as:
  - (A) The proposal was submitted on the wrong form;
  - (B) Further clarification was required on the proportion of the course taught by non-University staff and whether the Graduate Studies Committee of the Faculty of Social Studies had seen the necessary CVs in Part I, Section 10;
  - (C) Further clarification was required on the staff requirements in light of (D) in Part II, section 1.

TO CONSIDER:

The revised proposal for the introduction of a new Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Adults)' as set out in papers GFSS 163/06-07, GFSS 164/06-07 (revised2) and GFSS 165/06-07 (revised) (copies attached), noting the Chair of the Graduate Studies Committee of the Faculty of Social Studies, acting on its behalf, had approved the revised proposal by Chair's Action.

3. Chair's Business

(a) Library and IT access for CPD students

TO RECEIVE:

An oral report from the Chair on library and IT access for CPD students.

(b) Economics 4-year PhD (minute 100(c)/06-07 refers)

TO RECEIVE:

An oral report from the Chair on his discussions with the Department of Economics regarding the 4-year PhD proposal brought before the Board at its last meeting.

(c) Award of Eastern European Scholarships

TO RECEIVE:

An oral report from the Chair on the nomination of candidates for 2007-08.

4. Chair's Action

(a) Centre for Academic and Professional Development (minutes 74/06-07 and 100(a)/06-07 refer)

(i) Postgraduate Programmes in Academic and Professional Practice

TO REPORT:

(A) That the Board, at its last meeting, resolved that the proposal for restructuring postgraduate programmes in Academic and Professional Practice, as set out in paper GFSS.150/06-07 (revised) be considered by Chair's Action following approval by the Graduate Studies Committee for the Faculty of Social Studies;

(B) That the Chair, acting on behalf of the Board, had subsequently approved the proposal for restructuring postgraduate programmes in Academic and Professional Practice, as set out in paper GFSS.150/06-07 (revised), noting that it had yet to be confirmed whether or not this revised proposal had been approved by the Chair of the Graduate Studies Committee of the Faculty of Social Studies on behalf of the Committee.

(ii) MA in Academic and Professional Practice

TO REPORT:

(A) That the Board, at its last meeting, resolved that the amended proposal to replace the 'MA in Post-Compulsory Education' with an 'MA in Academic and Professional Practice', as set out in papers GFSS.151/06-07 (revised) and GFSS.152/06-07, be considered by Chair's Action, following:

(1) Approval of the amendments to proposal GFSS.151/06-07 by the Graduate Studies Committee of the Faculty of

Social Studies;

- (2) Clarification on the extent to which the Postgraduate Awards in 'Introduction to Academic and Professional Practice' and 'E-Learning in Academic and Professional Practice' overlap and whether students who do both gain double credit.

(B) That the Chair, acting on behalf of the Board, had subsequently:

- (1) Received appropriate assurance that there was no significant overlap between the Postgraduate Award entitled 'Introduction to Academic and Professional Practice' and the Postgraduate Award entitled 'E-Learning in Academic and Professional Practice';
- (2) Approved the amended proposal to replace the 'MA in Post-Compulsory Education' with an 'MA in Academic and Professional Practice', as set out in papers GFSS.151/06-07 (revised) and GFSS.152/06-07, noting that it had yet to be confirmed whether the Chair of the Graduate Studies Committee of the Faculty of Social Studies had approved the amended proposal on behalf of the Committee.

(iii) Postgraduate Award entitled 'Introduction to Academic and Professional Practice'

TO REPORT:

(A) That the Board, at its last meeting, resolved that the proposal to replace the Postgraduate Award entitled 'Learning and Teaching in Higher Education' with a Postgraduate Award entitled 'Introduction to Academic and Professional Practice', as set out in paper GFSS.153/06-07, be considered by Chair's Action, following clarification on the extent to which the Postgraduate Awards in 'Introduction to Academic and Professional Practice' and 'E-Learning in Academic and Professional Practice' overlap and whether students who do both gain double credit;

(B) That the Chair, acting on behalf of the Board, had subsequently:

- (1) Received appropriate assurance that there was no significant overlap between the Postgraduate Award entitled 'Introduction to Academic and Professional Practice' and the Postgraduate Award entitled 'E-Learning in Academic and Professional Practice';
- (2) Approved the proposal to replace the Postgraduate Award entitled 'Learning and Teaching in Higher Education' with a Postgraduate Award entitled 'Introduction to Academic and Professional Practice', as set out in paper GFSS.153/06-07.

(iv) Postgraduate Award entitled 'E-Learning in Academic and Professional Practice'

TO REPORT:

- (A) That the Board, at its last meeting, resolved that the proposal from the Centre for Academic and Professional Development to replace the Postgraduate Award entitled 'E-Learning' with a Postgraduate Award entitled 'E-Learning in Academic and Professional Practice, as set out in paper GFSS 187/06-07, be considered by Chair's Action, following clarification on the extent to which the Postgraduate Awards in 'Introduction to Academic and Professional Practice' and 'E-Learning in Academic and Professional Practice' overlap and whether students who do both gain double credit;
  - (B) That the Chair, acting on behalf of the Board, had subsequently:
    - (1) Received appropriate assurance that there was no significant overlap between the Postgraduate Award entitled 'Introduction to Academic and Professional Practice' and the Postgraduate Award entitled 'E-Learning in Academic and Professional Practice';
    - (2) Approved the proposal from the Centre for Academic and Professional Development to replace the Postgraduate Award entitled 'E-Learning' with a Postgraduate Award entitled 'E-Learning in Academic and Professional Practice, as set out in paper GFSS 187/06-07.
- (b) MA in Applied Social Research with Specialism in Islam in Contemporary Societies' (minutes BGS 99(a)(ii)/06-07 and GFSS 28(a)(i)/06-07 refer)

TO REPORT:

- (i) That the Board, at its last meeting, resolved that the proposal for the introduction of a new course entitled 'MA in Applied Social Research with specialism in Islam in Contemporary Societies', as set out in paper GFSS 147/06-07 (revised), be approved subject to submission of a course specification;
- (ii) That the course specification (paper GFSS 299/06-07) had subsequently been submitted and approved by Chair's Action by the Chair of the Graduate Studies Committee of the Faculty of Social Studies, acting on its behalf;
- (iii) That the course specification (paper GFSS 299/06-07) had been approved by Chair's Action by the Chair of the Board, acting on its behalf.

5. Reports from the Chairs of the Graduate Studies Committees of the Faculties

TO RECEIVE:

Oral reports from the Chairs of the Graduate Studies Committees of the Faculties.

6. Postgraduate Committee and Students' Union

TO RECEIVE:

An oral report from the Education Officer.

7. Careers Service Report 3pm

TO RECEIVE:

An oral report from Ms H Stringer from the Careers Service on issues raised in the document entitled 'Recruiting PhDs: What works?' by Charles Jackson (paper BGS 45/06-07).

TO CONSIDER:

The document entitled 'Recruiting PhDs: What works?' by Charles Jackson (paper BGS 45/06-07, copy attached).

8. Postgraduate English Language Requirements (minute 89/06-07 refers)

TO REPORT:

- (a) That the Board, at its last meeting, considered a paper from the Assistant Registrar (Postgraduate Admissions) on the University's postgraduate English language requirements (paper BGS 31/06-07);
- (b) That the paper from the Assistant Registrar (Postgraduate Admissions) on the University's postgraduate English language requirements, as set out in paper BGS 31/06-07, was approved noting that:
  - (i) The Assistant Registrar (Postgraduate Admissions) was asked to investigate whether it would be possible to record information on applicants' language level on SITS;
  - (ii) The Board would further consider the University's postgraduate English language requirements again once it had more data on current admissions requirements and practice in different departments;
  - (iii) The Secretary would circulate a copy of the letter to be sent to applicants who achieve a score equivalent to 6.5 in IELTS when they are made an offer of admission.
- (c) That it is the intention within Postgraduate Admissions to begin recording information on English language from the 2007-08 application cycle;
- (d) That the Board would further consider the University's postgraduate English language requirements again at its next meeting once it had more data on current admissions requirements and practice in different departments.

TO RECEIVE:

A copy of the letter to be sent to applicants who achieve a score equivalent to 6.5 in IELTS when they are made an offer of admission, paper BGS 54/06-07 (copy attached).

9. Effectiveness of the Graduate School



TO REPORT:

(a) Faculty of Arts

That the Graduate Studies Committee of the Faculty of Arts considered the effectiveness of the Graduate School at its meeting on 15 May 2007 and recommended to the Graduate School:

- (i) That communication be improved between the Graduate School and staff in departments, including involving key administrative and clerical staff in relevant briefings and communications;
- (ii) That a stronger link be developed between Postgraduate Admissions and the Graduate School;
- (iii) That the Graduate School provide more services for staff with regards to providing advice, support and information;
- (iv) That a 'who's who' page be added to the Graduate School's website to explain each member's role and responsibilities;
- (v) That a central store of useful forms be created on the web;
- (vi) That the Graduate School portal on the web be improved, noting that the site was easier to navigate before the recent changes;
- (vii) That information on the funding available to students be centrally maintained (even if only via a link from the Graduate School website).

(b) Faculty of Medicine

That the Graduate Studies Committee of the Faculty of Medicine considered the effectiveness of the Graduate School at its meeting on 15 May 2007 and reported:

- (i) That members of the Committee were unclear about the how the Graduate School fitted within the Academic Office and about which administrative processes fell within and which fell outside the Graduate School;
- (ii) That it was felt that the role and approach of the Graduate School seemed to be highly dependent on the particular interests and views of the Chair of the School;
- (iii) That there was a need for a more effective interface with departments;
- (iv) That it would be helpful to have an update on the progress of "workflow" developments to enhance administrative processes;
- (v) That the purpose of having a Graduate School led by an academic chair was unclear, given that there was no equivalent structure for undergraduate programmes.

(c) Faculty of Science

That the Graduate Studies Committee of the Faculty of Science received an oral report from its Chair at its meeting on 16 May 2007 and resolved that any views

which members wished to be passed on to the Board of Graduate Studies could be sent to the Chair and/or Secretariat.

(d) Faculty of Social Studies

That the Graduate Studies Committee of the Faculty of Social Studies considered the effectiveness of the Graduate School at its meeting on 15 May 2007 and resolved:

- (i) That it be noted that most departments raised concerns about the administration of Postgraduate admissions, but were unclear if this was the responsibility of the Graduate School;
- (ii) That it be noted that there had been a perceived increase in the number of new and revised policies from the Graduate School that required increased input from departments. It would be helpful if the Graduate School sent regular updates of key policy changes for circulation to all relevant staff in departments in order to ensure that communication channels were facilitated.'
- (iii) That it be noted that departments were receiving increased requests to participate in scholarship schemes which required the departments to identify funds in their own budgets and the planning processes. It was noted, here, that members of the Committee would welcome ways in which they could share practices and experiences of contributing funding to scholarship schemes.

TO CONSIDER:

The Board's views on the effectiveness of the Graduate School.

10. Accreditation of Prior Learning Policy (minute AQSC 76/06-07 refers)

(a) Method of approving requests for blanket exemption

TO REPORT:

- (i) That the Academic Quality and Standards Committee had, at its meeting on 17 May, considered a paper drafted by the Secretary proposing a process for approving requests by departments for blanket exemptions from the Accreditation of Prior Learning Policy, paper AQSC 77/06-07.
- (ii) That the Academic Quality and Standards Committee had resolved that the draft process for considering requests by departments for blanket exemptions from the Accreditation of Prior Learning Policy be further discussed at the next meeting of the Committee, along with proposals for clarifying the University's policies and procedures for APL and the accumulation of Warwick postgraduate awards towards Masters degrees and other qualifications.

TO CONSIDER:

A revised paper drafted by the Secretary of the Academic Quality and Standards Committee clarifying the University's policies and procedures for APL and the accumulation of Warwick postgraduate awards towards Masters degrees and other qualifications, along with proposals for a process for approving requests by

departments for blanket exemptions from the Accreditation of Prior Learning Policy, as set out in paper AQSC 77/06-07 (revised) (copy attached).

(b) Request for exemption

TO REPORT:

- (i) That the Academic Quality and Standards Committee had, at its meeting on 17 May, considered a proposal from the School of Health and Social Studies to allow applicants with particular qualifications obtained elsewhere to be exempted from particular modules as set out in paper AQSC 79/06-07.
- (ii) That the Academic Quality and Standards Committee had resolved that the proposal from the School of Health and Social Studies to allow applicants for the Postgraduate Diplomas in Specialist Social Work (Children and Young People, their Families and Carers) and in Specialist Social Work (Adults) who have already passed the existing PQ1 module to be exempted from the Consolidation Module be approved as set out in paper AQSC 79/06-07, subject to clarification of an appropriate time limit to be agreed in consultation with the School.

11. Academic Satisfaction Review (minutes 83(c)/06-07 and AQSC 62/06-07 refer)

TO CONSIDER:

- (a) The Postgraduate Research Academic Satisfaction Review, as set out in paper AQSC 111/05-06 (part) (copy attached).
- (b) The Postgraduate Taught Academic Satisfaction Review, as set out in paper AQSC 112/05-06 (part) (copy attached).

12. Extension Charges for Postgraduate Research Students (minutes 66/06-07 and 94/06-07 refer)

TO REPORT:

- (a) That the Fees Working Group had considered the proposal to introduce extension charges for postgraduate research students and had agreed in principle with this proposal but had resolved that the Chair consult again with departments on the proposed extension charges;
- (b) That the Chair was in the process of initiating consultation with departments over extension charges for postgraduate research students.

TO RECEIVE:

A report compiled by the Association of University Administrators listing the charges for students in 'writing-up' student status at different UK universities (paper BGS 34/06-07, copy attached);

TO CONSIDER:

A draft memorandum to be sent to departments to seek their views on extension charges for postgraduate research students (paper BGS 57/06-07, copy attached).

13. PhD retention and completion rates

TO RECEIVE:

A paper entitled 'Strategies for improving retention rates and reducing completion times' by Dr Stan Taylor, Durham University (paper BGS 50/06-07, copy attached).

14. Clinicians in Higher Education Seeking Higher Degrees Consultation (minutes GCFM 18(a)/06-07 and 33(a)/06-07 refer)

TO REPORT:

- (a) That the Graduate Studies Committee of the Faculty of Medicine, at its meeting on 15 May 2007, considered a paper outlining proposals to amend the regulations for clinicians registered part-time for research degrees (paper GCFM 17/06-07);
- (b) That the Graduate Studies Committee of the Faculty of Medicine reported that:
  - (i) The proposal to allow clinicians registered part time for a PhD to complete in less than the current minimum of 5 years was not considered by the University Board of Graduate Studies;
  - (ii) A proposal to amend the regulations to allow submission of a thesis up to 5 months early had been approved by the Board of Graduate Studies;
  - (iii) Students would be able to switch from part-time to full time registration during their third year and that this would allow submission during their 4<sup>th</sup> year.
- (c) That the Graduate Studies Committee of the Faculty of Medicine resolved that the Director of Research Degrees should explore the possibility of developing a research training route (full-time PhD) as an option within the new Modernising Medical Careers framework.

TO CONSIDER:

A paper outlining proposals to amend the regulations for clinicians registered part time for research degrees, as set out in paper GCFM 17/06-07 (copy attached).

15. MA in Philosophy and Social Theory

TO REPORT:

- (a) That the MA in Philosophy and Social Theory, convened jointly by the Departments of Philosophy and Sociology, will no longer be offered to students;
- (b) That Postgraduate Admissions was liaising with both departments regarding any students holding offers for 2007 entry.

16. QAA Consultation on doctoral degrees

TO CONSIDER:

A consultation paper published by the QAA on doctoral degrees as set out in paper BGS 55/06-07 (copy attached).

22. Summary of External Examiners' Reports for 2005-06 (minutes BGS 46/06-07 and AQSC 60(f)/06-07 refer)

TO REPORT:

That the Board at its meeting on 18 January 2007 considered the introduction of a summary of external examiners' reports for discussion in the non-reserved business of meetings of the Board of Graduate Studies and resolved that the Chair prepare summaries of external examiners' reports for discussion in the non-reserved business of meetings of the Board of Graduate Studies.

TO CONSIDER:

Summaries of external examiners' reports that relate to the 2005-06 academic year (paper BGS 58/06-07, to be tabled).

23. New Course Proposals

- (a) Faculty of Arts

Department of Classics and Ancient History

TO REPORT:

- (i) That the Sub-Group for the consideration of module proposals of the Graduate Studies Committee of the Faculty of Arts had recommended to the Graduate Studies Committee of the Faculty of Arts the approval of the proposal from the Department of Classics and Ancient History for a new stream 'Visual and Material Culture in Ancient Rome' to run alongside the existing Taught MA in 'Visual and Material Culture' for introduction in October 2008 (Paper AGSC 33/06-07 with supporting documents in Paper AGSC 34/06-07), subject to the amendments outlined by the Sub-Group;
- (ii) That the Graduate Studies Committee of the Faculty of Arts, at its meeting on 15 May 2007, recommended to the Board the approval of the proposal from the Department of Classics and Ancient History for a new stream 'Visual and Material Culture in Ancient Rome' to run alongside the existing Taught MA in 'Visual and Material Culture' for introduction in October 2008 (Paper AGSC 33/06-07 with supporting documents in Paper AGSC 34/06-07), subject to the amendments outlined by the Sub-Group.

TO CONSIDER:

The proposal from the Department of Classics and Ancient History for a new stream 'Visual and Material Culture in Ancient Rome' to run alongside the existing Taught MA in 'Visual and Material Culture' for introduction in October 2008 (Paper AGSC 33/06-07 with supporting documents in Paper AGSC 34/06-07, copies attached), subject to the amendments outlined by the Sub-Group.

(b) Faculty of Medicine

(i) A new PGA entitled "Understanding Sexual Dysfunction"

TO REPORT:

That the Graduate Studies Committee of the Faculty of Medicine, at its meeting on 15 May 2007, considered a proposal for a new PGA entitled "Understanding Sexual Dysfunction" as set out in papers GCFM21-22/06-07 and recommended that it be approved.

TO CONSIDER:

The proposal for a new PGA entitled "Understanding Sexual Dysfunction" as set out in papers GCFM21-22/06-07 (copy attached).

(ii) Developing Leaders in Healthcare Education

TO REPORT:

That the Graduate Studies Committee of the Faculty of Medicine, at its meeting on 15 May 2007, considered a proposal for a new PGA in Developing Leaders in Healthcare Education and recommended that it be approved as set out in paper DMAP 67/06-07.

TO CONSIDER:

The proposal for a new PGA in Developing Leaders in Healthcare Education as set out in paper DMAP 67/06-07 (copy attached).

(iii) Surgical Education

TO REPORT:

That the Graduate Studies Committee of the Faculty of Medicine, at its meeting on 15 May 2007, considered a proposal for a new PGA in Surgical Education and recommended that it be approved as set out in paper DMAP 68/06-07.

TO CONSIDER:

The proposal for a new PGA in Surgical Education, as set out in paper DMAP 68/06-07 (copy attached).

(c) Faculty of Science

(i) MOAC

Warwick Interdisciplinary Science Postgraduate Certificate in Transferable Skills

(A) TO REPORT:

- (1) That the Graduate Studies Committee of the Faculty of Science, at its meeting on 16 May 2007, considered a proposal in principle for a new course 'Postgraduate

Certificate in Transferable Skills' (SGS.67(a)-(c)/06-07);

- (2) That the Graduate Studies Committee of the Faculty of Science resolved that the proposed new course be approved in principle as set out in papers SGS.67(a)-(c)/06-07 subject to:
  - (a) Submission of the full paperwork for a formal course proposal;
  - (b) Removal of the limitation of this course to full-time students.
- (3) That the Board would consider this proposal at its next meeting.

(B) TO REPORT:

- (1) That the Graduate Studies Committee of the Faculty of Science, at its meeting on 16 May 2007, considered a memo from MOAC proposing the establishment of a Management committee to oversee the leadership of the above course (SGS.70/06-07);
- (2) That the Graduate Studies Committee of the Faculty of Science resolved that:
  - (a) The proposal to establish a committee to oversee the Postgraduate Certificate in Transferable Skills be approved as set out in paper SGS.70/06/07, noting that this committee will report to the Graduate Studies Committee of the Faculty of Science;
  - (b) Professor A Rodger be appointed as Chair of the above committee.

(ii) WMG

Graduate Diploma in English and Engineering Management

TO REPORT:

- (A) That the Graduate Studies Committee of the Faculty of Science, at its meeting on 16 May 2007, considered a proposal for a new course 'Graduate Diploma in English and Engineering Management' (to be delivered by WMG and CELTE), as set out in paper SGS.57/06-07;
- (B) That the Graduate Studies Committee of the Faculty of Science recommended that the proposal for a new course 'Graduate Diploma in English and Engineering Management' (to be delivered by WMG and CELTE), as set out in paper SGS.57/06-07, be approved subject to:

- (1) Clarification that the English language element that must be passed in order to pass the diploma;
- (2) Clarification that a higher mark than the pass mark would be needed to allow completers of this course to move on to an MSc;
- (3) Clarification on the suitability of the title "Graduate Diploma".

TO CONSIDER:

The proposal for a new course 'Graduate Diploma in English and Engineering Management' (to be delivered by WMG and CELTE), as set out in paper SGS.57/06-07 (copy attached), subject to the clarifications requested by the Graduate Studies Committee of the Faculty of Science.

(d) Faculty of Social Studies

(i) Institute of Education

TO REPORT:

That the Graduate Studies Committee of the Faculty of Social Studies, at its meeting on 15 June 2007, recommended that:

- (A) The proposal to introduce a Postgraduate Certificate in Teaching Advanced Mathematics (papers GFSS.193/06-07 and GFSS.194/06-07) be approved subject to the inclusion of 'Education' in section 4a of paper GFSS.193/06-07;
- (B) The proposal to introduce a new Postgraduate Certificate in Vocational Education & Training (paper GFSS.198/06-07) be approved;
- (C) The oral request to change the name of the Postgraduate Certificate in Vocational Education & Training to Postgraduate Certificate in Applied Education & Training be approved subject to the submission of a revised proposal;
- (D) The proposal to introduce a new MA entitled 'Teaching of Shakespeare' (paper GFSS.200/06-07) be approved subject to the inclusion of an exit point for a Postgraduate Diploma and the submission of a course proposal for a Postgraduate Diploma 'Teaching of Shakespeare'.

TO CONSIDER:

- (E) The proposal to introduce a Postgraduate Certificate in Teaching Advanced Mathematics, as set out in papers GFSS.193/06-07 and GFSS.194/06-07 (copies attached);
- (F) The proposal to introduce a new Postgraduate Certificate in Vocational Education & Training, as set out in paper GFSS.198/06-07 (copy attached);
- (G) The oral request to change the name of the Postgraduate



Certificate in Vocational Education & Training to Postgraduate Certificate in Applied Education & Training;

- (H) The proposal to introduce a new MA entitled 'Teaching of Shakespeare', as set out in paper GFSS.200/06-07 (copy attached).

(ii) School of Law

TO REPORT:

That the Graduate Studies Committee of the Faculty of Social Studies, at its meeting on 15 June 2007, recommended that the proposal to introduce a new course entitled 'LLM in Socio-Legal Studies', (paper GFSS.208/06-07) be approved subject to:

- (A) Clarification of the pathways available to students;
- (B) Submission of a course specification;
- (C) Submission of a signed copy.

TO CONSIDER:

- (D) The proposal to introduce a new course entitled 'LLM in Socio-Legal Studies', as set out in paper GFSS.208/06-07 (revised) (copy attached), noting that the Graduate Studies Committee of the Faculty of Social Studies had not yet seen the revised proposal.
- (E) The course specification relating to the LLM in Socio-Legal Studies, as set out in paper GFSS303/06-07 (copy attached), noting that the Graduate Studies Committee of the Faculty of Social Studies had not yet seen this document.

(iii) School of Health and Social Studies

- (A) PhD in Health Care

TO CONSIDER:

A request for 'in principle' approval for a proposed PhD in Health Care, as set out in paper BGS 52/06-07 (copy attached), noting that the proposal had not yet been considered by the Graduate Studies Committee of the Faculty of Social Studies.

- (B) PhD in Nursing

TO CONSIDER:

A request for 'in principle' approval for a proposed PhD in Nursing, as set out in paper BGS 53/06-07 (copy attached), noting that the proposal had not yet been considered by the Graduate Studies Committee of the Faculty of Social Studies.

- (C) Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Children and Young People, their

Families and Carers)' (minute GFSS 18(d)(i)/06-07 refers)

TO REPORT:

- (1) That the Graduate Studies Committee of the Faculty of Social Studies, at its meeting on 1 February 2007, recommended that the proposal to introduce a new Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Children and Young People, their Families and Carers)' as outlined in papers GFSS.109/06-07, GFSS.110/06-07 and GFSS.111/06-07 be approved subject to the following revisions, which would be considered by Chair's Action:
  - (a) Clarification of the students' access to the School's postgraduate SSLC;
  - (b) Amendment of the module title listed on the 'Proposal Form for a New or Restructured Postgraduate Award' from 'Working in Partnership with Parents and Children' to 'Working in Partnership with Children, Young People, Parents and Carers', as cited on the module proposal form (paper GFSS.116/06-07);
  - (c) Amendment of the module title listed on the 'Proposal Form for a New or Restructured Postgraduate Award' from 'Enabling Learning' to 'Specialist Social Work (CYPFC): Enabling Others', as cited on the module proposal form (paper GFSS.119/06-07).
- (2) That the Chair of the Graduate Studies Committee of the Faculty of Social Studies, acting on its behalf, had approved the revised proposal.

TO CONSIDER:

The proposal to introduce a new Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Children and Young People, their Families and Carers)' as outlined in papers GFSS.110/06-07 (revised) and GFSS.111/06-07 (revised) (copies attached).

(e) Cross-Faculty Consideration

(i) Postgraduate Award in Research Management Skills

TO REPORT:

That the proposal for the introduction of a Postgraduate Award in Research Management Skills from the Centre for Academic Practice and Development (Papers BGS42/06-07, BGS43/06-07, BGS44/06-07) was considered by the Graduate Studies Committees of the Faculties as follows:

(A) Faculty of Arts

The Graduate Studies Committee of the Faculty of Arts considered the proposal at its meeting on 15 May 2007 and recommended to the Board that proposal for a Postgraduate Award in Research Management Skills from the Centre for Academic Practice and Development be approved, noting that the Committee would want to ensure that this remains an option and does not become mandatory;

(B) Faculty of Medicine

The Graduate Studies Committee of the Faculty of Medicine considered the proposal at its meeting on 15 May 2007 and reported that:

- (1) The CAPD course would not adequately cover the issues of clinical research governance of importance to researchers in medicine and health;
- (2) The issue of common research training needs for researchers in biomedicine should be addressed at the next joint meeting of the Medical School and the Department of Biological Sciences.

(C) Faculty of Science

The Graduate Studies Committee of the Faculty of Science considered the proposal at its meeting on 16 May 2007 and recommended that this module/award not be approved as currently set out in papers BGS.43-44/06-07 for use in the Science Faculty, noting the following concerns of the Committee:

- (1) That the work required was significantly less than would be generally required for 30 CATS at M-level;
- (2) That the learning outcomes were not convincingly M-level, and compared unfavourable with the MOAC proposals for Warwick Interdisciplinary Science;
- (3) That the module in Research Management Skills would be of limited value to research staff in Science departments as crucial areas for scientific research were not included in the learning outcomes, such as laboratory management and risk evaluation.

(B) Faculty of Social Studies

(1) The Graduate Studies Committee of the Faculty of Social Studies considered the proposal at its meeting on 15 May 2007 and recommended that the proposal to introduce a Postgraduate Award in Research Management Skills (BGS.42/06-07 and BGS.43/06-07) not be approved and that clarification was sought on:

- (a) The intended participants, as the outline syllabus on the proposed module form (BGS.44/06-07) did not seem appropriate to early career researchers;

- (b) How the Diploma would fit into the course structure of the PCAPP.
- (2) That the Graduate Studies Committee of the Faculty of Social Studies resolved that the proposal to introduce a new module entitled 'Research Management Skills' (paper BGS.44/06-07) be not approved and that clarification was sought on the intended participants, as the outline syllabus did not seem appropriate to early career researchers.

TO CONSIDER:

The proposal for the introduction of a Postgraduate Award in Research Management Skills from the Centre for Academic Practice and Development, as set out in papers BGS42-44/06-07 (copies attached).

- (ii) Postgraduate Diploma in Regulatory Occupational Health and Safety

TO REPORT:

- (A) That the proposal for the introduction of a Postgraduate Diploma in Regulatory Occupational Health and Safety was considered by the Graduate Studies Committee of the Faculty of Social Studies, at its meeting on 15 June 2007;
- (B) That the Graduate Studies Committee of the Faculty of Social Studies recommended that the proposal to introduce a new Postgraduate Diploma in Regulatory Occupational Health and Safety (papers GFSS.203/06-07, GFSS.204/06-07 and GFSS.205/06-07) be approved subject to the assessments listed on the course specification, paper GFSS.205/06-07, be separated into summative and formative assessment;
- (C) That the Graduate Studies Committee of the Faculty of Medicine, at its meeting on 15 May 2007, considered proposals for a Postgraduate Diploma in Regulatory Occupational Health and Safety as set out in the following papers:
  - (1) Occupational Health and Hygiene for HSE Inspectors – part 1 MA1 as set out in paper DMAP61/06-07;
  - (2) Occupational Health and Hygiene for HSE Inspectors – part 2 MA1 as set out in paper DMAP62/06-07;
  - (3) Safety and Risk Assessment for HSE Inspectors MA1 as set out in paper DMAP 63/06-07;
  - (4) Safety and Risk Assessment for HSE Field Operations Directorate MA1 as set out in paper DMAP 64/06-07;
  - (5) Safety and Risk Assessment for HSE Hazardous Installations Directorate Inspectors MA1 as set out in paper DMAP 65/06-07;

- (6) An introductory paper, the course proposal and course specification, as set out in papers GFSS 203-305/06-07.
- (D) That the Graduate Studies Committee of the Faculty of Medicine reported that:
  - (1) That the assessment methods section had been amended for the Safety and Risk Management for HSE Field Operations and Safety and Risk Assessment for HSE Hazardous Installations to indicate that they are set and marked by the University rather than by the HSE;
  - (2) That there is no Certificate exit point although students could exit with a postgraduate award before they had completed the diploma.
- (E) That the Graduate Studies Committee of the Faculty of Medicine recommended that the proposal for a new diploma in Regulatory Occupational Health and Safety be approved as set out in papers DMAP61-65/06-07, subject to the changes in assessment noted in (D)(1).

TO CONSIDER:

The proposal to introduce a new Postgraduate Diploma in Regulatory Occupational Health and Safety, as set out in papers GFSS.203/06-07, GFSS.204/06-07 and GFSS.205/06-07 (copies attached).

24. Revised Course Proposals

(a) Faculty of Arts

Department of English and Comparative Literary Studies

TO REPORT:

- (i) That the Sub-Group for the consideration of module proposals of the Graduate Studies Committee of the Faculty of Arts had recommended to the Graduate Studies Committee of the Faculty of Arts the approval of the proposal for an amended course entitled 'MA in English Literature' to run alongside the existing course, for introduction in October 2007 (Paper AGSC 32/06-07) without further amendment.
- (ii) That the Graduate Studies Committee of the Faculty of Arts, at its meeting on 15 May 2007, recommended to the Board the approval of the proposal for an amended course entitled 'MA in English Literature' to run alongside the existing course, for introduction in October 2007, as set out in Paper AGSC 32/06-07.

TO CONSIDER:

The proposal for an amended course entitled 'MA in English Literature' to run alongside the existing course, for introduction in October 2007, as set out in Paper AGSC 32/06-07 (copy attached).

(a) Faculty of Medicine

(i) MSc Health Services Management

TO REPORT:

That the Graduate Studies Committee of the Faculty of Medicine, at its meeting on 15 May 2007, recommended that the revisions to the MSc Health Services Management be approved as set out in paper GCFM25/06-07.

TO CONSIDER:

The revisions to the MSc Health Services Management be approved as set out in paper GCFM25/06-07 (copy attached).

(ii) Palliative Care in Non-Cancer Diagnosis

TO REPORT:

That the Graduate Studies Committee of the Faculty of Medicine, at its meeting on 15 May 2007, recommended that revisions to the Palliative Care in Non-Cancer Diagnosis be approved as set out in paper DMAP 57/06-07.

TO CONSIDER:

The revisions to the Palliative Care in Non-Cancer Diagnosis be approved as set out in paper DMAP 57/06-07 (copy attached).

(iii) MSc Research Methods

TO REPORT:

That the Graduate Studies Committee of the Faculty of Medicine, at its meeting on 15 May 2007, recommended that the revisions to the MSc Research Methods be approved as set out in paper GCFM29/06-07.

TO CONSIDER:

The revisions to the MSc Research Methods be approved as set out in paper GCFM29/06-07 (copy attached).

(b) Faculty of Science

(i) Systems Biology

TO REPORT:

That the Graduate Studies Committee of the Faculty of Science, at its meeting on 16 May 2007, considered a proposed change to the course specification of the MSc in Systems Biology (paper SGS.54/06-07) to take account of the proposed revision to the module 'Systems Biology: Projects' (paper SGS 53/06-07) and resolved that the proposed change to the course specifications for the MSc in Systems Biology be approved as set out in paper SGS.54/06-07, subject to the following:

- (A) Clarification of whether the mini-projects are core or option modules in section 16;
- (B) Clarification of how the PG Diploma and PG Certificate are awarded;
- (C) Clarification of how the outcome of the Interdisciplinary Science Transferable Skills module (pass/fail only) contributes to the overall course outcome, which is based on averaging of module outcomes.

TO CONSIDER:

The course specification for the MSc in Systems Biology, as set out in paper SGS.54/06-07 (copy attached), subject to the clarifications sought by the Graduate Studies Committee of the Faculty of Science.

(ii) MOAC

TO REPORT:

That the Graduate Studies Committee of the Faculty of Science, at its meeting on 16 May 2007, considered proposed minor revisions to degree course MSc Mathematical Biology and Biophysical Chemistry (F1P4) and 9 of its modules occasioned by the introduction of the proposed new module entitled 'Warwick Interdisciplinary Science Transferable Skills' and approved the revisions, as set out in paper SGS 56/06-07, subject to:

- (A) Clarification of how the outcome of the Interdisciplinary Science Transferable Skills module (pass/fail only) contributes to the overall course outcome, which is based on averaging of module outcomes;
- (B) Clarification of how the reduction in the CATS weighting of existing modules impinges on other courses that offer the same modules.

TO CONSIDER:

- (C) The revisions, as set out in paper SGS 56/06-07 (copy attached), to the MSc Mathematical Biology and Biophysical Chemistry (F1P4),
- (D) The course specification for the MSc Mathematical Biology and Biophysical Chemistry (F1P4), as set out in paper SGS.72/06-07 (copy attached), subject to the clarifications sought by the Graduate Studies Committee of the Faculty of Science, noting that it had been approved by the Chair of the Committee, acting on its behalf.

(ii) School of Engineering

TO REPORT:

- (A) That the Graduate Studies Committee of the Faculty of Science,

at its meeting on 16 May 2007, considered a proposal in principle for a restructured MSc programme (SGS.65/06-07), noting that a full proposal, possibly including more course titles, would be submitted in due course;

(B) That the Graduate Studies Committee of the Faculty of Science resolved that:

(A) The proposal for a restructured MSc programme be approved in principle as set out in paper SGS 65/06-07, subject to the submission of full paperwork for the formal course proposals;

(B) That revised module proposal forms would not be required for every module just to change the CATS, so long as a summary memo is submitted indicating the mechanism by which the modules were being re-rated (providing learning outcomes and syllabi remained unchanged).

TO CONSIDER:

An in principle proposal for a restructured MSc programme as set out in paper SGS 65/06-07 (copy attached).

(c) Faculty of Social Studies

PAIS

(i) MA Humanitarianism and Security (minute GFSS 42(e)/06-07 refers)

TO REPORT:

(A) That the Graduate Studies Committee of the Faculty of Social Studies, at its meeting on 15 May 2007, recommended that the proposal to introduce a new MA entitled 'Humanitarianism and Security', (papers GFSS.214/06-07, GFSS.215/06-07, GFSS.216/06-07) be not approved and should be resubmitted following:

- (1) Clarification on the block teaching that would be a feature of the core module, as this could cause timetable clashes with optional modules;
- (2) Clarification that PAIS could ensure delivery of the learning outcomes stated on the course specification in the instance when a student chooses all their options in another department, as only the core module was hosted by PAIS;
- (3) Clarification of the list of options available to students, as the lists presented on paper GFSS.216/06-07 and GFSS.215/06-07 differ from one another;
- (4) The option of offering four variants of the degree, as students could study quite different programmes from one another;



(5) The Committee also questioned the principle of approving an MA with only one core module in the host department, with the consequence that another department becomes responsible for the delivery of the majority of the programme.

(B) That revisions had been made to the course proposal (papers GFSS214/06-07 (revised) and GFSS216/06-07 (revised)), and that these had been approved by the Chair of the Graduate Studies Committee of the Faculty of Social Studies, acting on its behalf.

TO RECEIVE:

(C) A memo from the Course Director giving the context for the introduction of the new MA entitled 'Humanitarianism and Security' (paper GFSS300/06-7, copy attached), noting that this had replaced paper GFSS215/06-07 and has not been received by the Graduate Studies Committee of the Faculty of Social Studies.

TO CONSIDER:

(D) The proposal to introduce a new MA entitled 'Humanitarianism and Security', as set out in papers GFSS 214/06-07 (revised) and GFSS 216/06-07 (revised) (copies attached);

(E) The course regulations, as set out in paper GFSS 301/06-07 (copy attached), noting that these had not yet been considered by the Graduate Studies Committee of the Faculty of Social Studies.

(ii) MA International Security

TO REPORT:

That the Graduate Studies Committee of the Faculty of Social Studies, at its meeting on 15 May 2007, recommended that the request to revise the entry points for the MA International Security (paper GFSS.293/06-07) be approved.

TO CONSIDER:

The request to revise the entry points for the MA International Security, as set out in paper GFSS.293/06-07 (copy attached).

25. Any Other Business