

UNIVERSITY OF WARWICK

Board of Graduate Studies

There will be a meeting of the Board of Graduate Studies at 2.00pm on Thursday 3 May 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 22 February 2007 (copy attached).

2. Matters arising on the minutes

(a) MPhil/PhD registration (minute 59/06-07 refers)

TO REPORT:

That at its last meeting the Board received an oral report from the Chair on consultation on the MPhil/PhD registration, noting that:

- (i) There was no support for changing current practice;
- (ii) The Graduate School would write to departments shortly to confirm procedures for students who would not be able continue their studies for whatever reason;
- (iii) The Chair of the Board would shortly propose an amendment to Regulation 14(F) Governing Higher Degrees to reduce the period of time within which a student could appeal against his/her failure to upgrade from MPhil to PhD.

TO CONSIDER:

Proposed amendments to Regulation 14(F) Governing Higher Degrees as set out in paper BGS 27/06-07 (copy attached).

(b) EPSRC Review of EngD Programme (minute 61/06-07 refers)

TO RECEIVE:

An oral report from the Chair on the detailed information requested by the EPSRC during the EngD review.

3. Chair's Business

(a) Postgraduate Study Space in the Faculty of Social Studies

TO RECEIVE:

An oral report from the Chair on postgraduate study space in the Faculty of Social Studies.

(b) Strategic Departmental Review

TO REPORT:

That the Chair, on behalf of the Board, had raised the following concerns about the Strategic Departmental Review procedures with the Chair of the Academic Quality and Standards Committee:

- (i) The advisability for large departments of combining course and strategic reviews;
- (ii) The progression of the strategic departmental review reports through the committee structure, noting that it would be highly time-consuming for each committee to consider the reports in turn.

(c) Academic Satisfaction Review

TO RECEIVE:

An oral report from the Chair.

(d) Marshall Partnership Scholarships

TO RECEIVE:

An oral report from the Chair.

(e) Malaysia Chevening Partnership Awards

TO RECEIVE:

An oral report from the Chair.

(f) Erasmus-Mundus

TO REPORT:

An oral report from the Chair on a meeting with all relevant Committee Chairs to consider proposals by the Department of Economics and the Department of Theatre Studies for an Erasmus Mundus Masters course in each of these departments.

4. Chair's Action

(a) PhD in Systems Biology (minutes 73/06-07 (a)(i)(A) and (B) refer)

TO REPORT:

- (i) That the Board of Graduate Studies at its last meeting considered the revised proposal for a PhD in Systems Biology (DTC) as set out in SGS 42/06-07 (revised) along with the revised proposal for a PhD in Integrative Systems Biology (WSB) as set out in SGS 43/06-07 (revised) and resolved:
 - (A) That neither proposal be approved;
 - (B) That following further discussion, the proposal for a PhD in Systems Biology (DTC) be combined with the PhD in Integrative Systems Biology (WSB);
 - (ii) That following further discussion, the Chair of the Graduate Studies Committee of the Faculty of Science, acting on its behalf, approved a combined proposal for a PhD in Systems Biology as set out in paper BGS 28/06-07;
 - (iii) That the Chair of the Board of Graduate Studies, acting on its behalf, approved a combined proposal for a PhD in Systems Biology as set out in paper BGS28/06-07, (copy attached).
- (b) PAIS (minutes 75/06-07(c)(vi) and 55/06-07 refer)

TO REPORT:

- (i) That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal for a new MA entitled 'MA International Security' at its last meeting on 1 February 2007 and recommended that it be approved as set out in papers GFSS.172-174/06-07, subject to clarification of the status of the module 'Media and Security' as either a core or an option module, which will be considered by Chair's Action, and submission of a signed copy;
 - (ii) That the Chair of the Graduate Studies Committee of the Faculty of Social Studies, acting on its behalf, had approved the proposal for a new MA entitled 'MA International Security' as set out in papers GFSS.172-174/06-07 (revised), following clarification of the status of the module 'Media and Security' as either a core or an option module and submission of a signed copy;
 - (iii) That the Board of Graduate Studies at its last meeting resolved that the Chair of the Board of Graduate Studies consider the proposal for a new MA entitled 'MA International Security' as set out in papers GFSS.172-174/06-07 (revised), on submission of the signed course proposal;
 - (iv) That on submission of a signed copy, the Chair of the Board, acting on its behalf, had approved the proposal for a new MA entitled 'MA International Security' as set out in papers GFSS.172-174/06-07 (revised).
- (c) MSc.Process Technology and Business Management

TO REPORT:

That the Chair, acting on behalf of the Board, had approved revisions to the

existing course entitled MSc in Process Technology and Business Management as set out in paper SGS 6/06-07.

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. Reports from the Librarian and Director of Estates (minute 72/06-07 refers) **3pm**

TO RECEIVE:

(a) Oral reports from the Peter Harris, Senior Project Surveyor, on behalf of the Director of Estates and from the Librarian on the Library refurbishment over the summer and potential disruption to postgraduate students.

(b) An oral report from the Librarian on the following:

(i) The shortage of core texts in the Library (as raised in the Postgraduate Annual Report from SSLC co-ordinators);

(ii) The proposals for a Research Exchange in the Main Library and the bid to the Wolfson Foundation for part funding for this.

(c) A copy of the final bid that was submitted to the Wolfson Foundation (paper BGS 29/06-07, copy attached).

8. Strategy for Increasing Postgraduate Research Student Numbers (minute 65/06-07 refers)

TO CONSIDER:

A discussion paper for increasing postgraduate research student numbers (paper BGS 30/06-07, to be tabled).

9. Postgraduate English Language Requirements

TO CONSIDER:

A paper from the Assistant Registrar (Postgraduate Admissions) on the University's postgraduate English language requirements (paper BGS 31/06-07, copy attached).

10. Teaching and Research Training Fellowships (minute 45 (c)/06-07 refers)

TO REPORT:

That departments had been consulted on the proposal for the new Teaching and Research Training Fellowship Scheme and that responses had been collated into a summary document (paper BGS 32/06-07).

TO CONSIDER:

The proposal for the new Teaching and Research Training Fellowship Scheme (paper BGS19/06-07 (revised), copy attached), in light of:

- (a) The summary of departmental comments on the scheme (paper BGS 32/06-07, copy attached);
- (b) The document entitled 'European Charter for Researchers and Code of Conduct for the Recruitment of Researchers: A UK Sector Gap Analysis' (paper BGS 22/06-07, previously attached).

11. Postgraduate Student Registration (minutes 45c(iii)/06-07 and 66/06-07 refer)

TO REPORT:

- (a) That at its last meeting the Board considered its policy on postgraduate student registration, including:
 - (i) Whether students should be able to register between 60 and 99% part-time, as long as the fees were paid on a pro-rata basis;
 - (ii) How frequently students should be able to change their mode of attendance.
- (b) That since the last meeting of the Board, the Chair had sought the advice of relevant administrative colleagues on potential changes to the policy on postgraduate student registration.

TO CONSIDER:

A draft policy on postgraduate student registration, as set out in paper BGS 33/06-07 (copy attached).

12. Extension Charges for Postgraduate Research Students (minute 66/06-07 refers)

TO REPORT:

- (a) That since the last meeting of the Board, the Fees Working Group had considered the proposal to introduce extension charges for postgraduate research students, noting that the Fees Working Group agreed in principle with this proposal but resolved that the Chair consult again with departments on the proposed extension charges.
- (b) That following further departmental consultation over extension charges for postgraduate research students, an amended proposal would be considered at the June meeting of the Board.

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).

13. Guideline on the Use of Postgraduate Students for Teaching (minutes 48/06-07 and AQSC 60d/06-07 refer)

TO REPORT:

That the Academic Quality and Standards Committee, at its meeting on 28 February 2007, considered a guideline on the use of postgraduate students for teaching (paper BGS6/06-07 {revised}), along with oral reports from Chairs of the Faculty Boards on the policy, and resolved that the guideline be approved as set out in paper BGS6/06-07 (revised), subject to the amendments and clarifications noted at the meeting.

TO RECEIVE:

The guideline on the use of postgraduate students for teaching, as approved by the Academic Quality and Standards Committee, at its meeting on 28 February 2007 (paper BGS6/06-07 (revised 2), copy attached).

14. Proposed Guidelines for the Supervision of Research Students Based Away from the University (minutes 52/06-07 and AQSC 60e/06-07 refer)

TO REPORT:

That the Academic Quality and Standards Committee, at its meeting on 28 February 2007, considered the guidelines for the supervision of research students based away from the University and resolved that they be approved as set out in paper BGS7/06-7 (revised 4).

TO RECEIVE:

The guidelines for the supervision of research students based away from the University, as approved by the Academic Quality and Standards Committee at its meeting on 28 February 2007 (paper BGS7/06-07 (revised 4), copy attached).

15. Periodic Review of Postgraduate Courses in the Institute of Education (minute 70/06-07 refers)

TO CONSIDER:

The report on the Periodic Review of Postgraduate Courses in the Institute of Education (paper BGS 26/06-07, copy attached), together with the departmental response (paper BGS 35/06-07, copy attached).

16. Early Submission Form

TO CONSIDER:

The proposed new form for completion when students wish to submit their research thesis early (paper BGS 36/06-07, copy attached).

17. Research Student Annual Report Form

TO RECEIVE:

The 2006-07 Research Student Annual Report Form (paper BGS 37/06-07, copy attached).

18. Annual Course Review Reports

TO REPORT:

That the annual course review reports from the Faculties of Medicine and Social Studies would be considered at the next meeting of the Board.

19. New Course Proposals

(a) School of Health and Social Studies

(i) Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Adults)'

TO REPORT:

(A) That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal for the introduction of a new Postgraduate Diploma entitled 'Postgraduate Diploma in Specialist Social Work (Adults)' as outlined in papers GFSS.163/06-07, GFSS.164/06-07 and GFSS.165/06-07 at its last meeting on 1 February 2007 and recommended that the proposal be approved subject to the following revisions, which would be considered by Chair's Action:

(1) Clarification of the students' access to the School's postgraduate SSLC;

(2) Amendment of the module title listed on the 'Proposal Form for a New or Restructured Postgraduate Award' from 'Enabling Learning' to 'Specialist Social Work (Adults): Enabling Others', as cited on the module proposal form (paper GFSS.171/06-07).

(B) That the Chair of the Graduate Studies Committee of the Faculty of Social Studies had approved by Chair's action 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.

TO CONSIDER:

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 (copies attached).

- (ii) 'MA in Applied Social Research with Specialism in Islam in Contemporary Societies'

TO REPORT:

- (A) That the Graduate Studies Committee of the Faculty of Social Studies considered a 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 at its last meeting on 1 February 2007 and recommended that it be approved subject to the following revisions, which would be considered by Chair's Action:
- (1) The revision of the option list;
 - (2) The amendment of section 6, Course Structure, from 'MRes in Applied Social Research with specialism in Islam in Contemporary Societies' to 'MA in Applied Social Research with specialism in Islam in Contemporary Societies'.
- (B) That the Chair of the Graduate Studies Committee of the Faculty of Social Studies had approved by Chair's action 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).

TO CONSIDER:

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) (copy attached).

- (b) School of Law

TO REPORT:

- (i) That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal for the introduction of a new course entitled 'LLM in International and Comparative Criminal Justice' at its last meeting on 1 February 2007 and recommended that it be approved as set out in papers in GFSS.120/06-07, GFSS.121/06-07, GFSS.122/06-07 and GFSS.123/06-07, subject to the following revisions, which would be considered by Chair's Action:
- (1) Clarification of the methods of assessment;
 - (2) Submission of a signed copy of the proposal;
 - (3) Submission of a proposal form for the proposed new module 'Comparative Perspectives on Criminal Defence Role';
 - (4) Submission of a proposal form for the proposed new module 'Comparative Criminal Defence';

- (ii) That the Chair of the Graduate Studies Committee of the Faculty of Social Studies had approved by Chair's action the proposal for the introduction of a new course entitled 'LLM in International and Comparative Criminal Justice' as set out in papers GFSS 121-122/06-07 (revised).

TO CONSIDER:

The proposal for the introduction of a new course entitled 'LLM in International and Comparative Criminal Justice' as set out in papers GFSS.120/06-07, GFSS.121/06-07 (revised), GFSS.122/06-07 and GFSS.123/06-07 (copies attached).

- (c) Warwick Manufacturing Group

TO CONSIDER:

A proposal for a new Continuing Professional Development Course from Warwick Manufacturing Group entitled 'Contracts and Procurement', as set out in paper SGS 50/06-07 (copy attached), noting that the proposal had been approved by Chair's action on behalf of the Graduate Studies Committee of the Faculty of Science.

20. Revised Course Proposals

Faculty of Social Studies

- (a) Centre for Academic and Professional Development (minute 74/06-07 refers)

- (i) Postgraduate Programmes in Academic and Professional Practice

TO REPORT:

That, further to consideration at the last meeting of the Board of a proposal for restructuring postgraduate programmes in Academic and Professional Practice, the Centre for Academic and Professional Development had made minor amendments to paper GFSS150/06-07 to clarify the issues raised at the last meeting of the Board.

TO RECEIVE:

A brief paper produced by the Centre for Academic and Professional Development detailing the amendments to the suite of programmes (paper BGS38 /06-07, copy attached).

TO CONSIDER:

The proposal for restructuring postgraduate programmes in Academic and Professional Practice, as set out in paper GFSS.150/06-07 (revised) (copy attached), noting that the Graduate Studies Committee for the Faculty of Social Studies had not yet approved the amended proposal.

- (ii) MA in Academic and Professional Practice

TO REPORT:

That, further to consideration at the last meeting of the Board of a proposal to replace the 'MA in Post- Compulsory Education' with an 'MA in Academic and Professional Practice', the Centre for Academic and Professional Development had made minor amendments to paper GFSS.151/06-07 to clarify the issues raised at the last meeting of the Board.

TO CONSIDER:

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 (copies attached), noting that the Graduate Studies Committee for the Faculty of Social Studies:

- (A) Had not yet approved the amendments to proposal GFSS.151/06-07;
- (B) Had approved paper GFSS 152/06-07 at its meeting on 1 February 2007.

(iii) Postgraduate Certificate in Academic and Professional Practice

TO CONSIDER:

A proposal from the Centre for Academic and Professional Development to replace the Warwick Teaching Certificate with a Postgraduate Certificate in Academic and Professional Practice, as set out in paper GFSS 188/06-07 (copy attached), noting that the Chair of the Graduate Studies Committee for the Faculty of Social Studies, acting on behalf of the Committee, had approved the proposal.

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

TO CONSIDER:

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 (copy attached), noting that the Graduate Studies Committee for the Faculty of Social Studies had approved the proposal at its meeting on 1 February 2007.

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

TO CONSIDER:

A 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 (copy attached), noting that the Chair of the Graduate Studies Committee for the Faculty of Social Studies, acting on behalf of Committee, had approved the

amended proposal.

(b) School of Health and Social Studies

(i) MA in Applied Social Research with Specialism in Health Studies

TO REPORT:

- (A) That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal for the revision of the course 'MA in Applied Social Research with specialism in Health Studies' at its last meeting on 1 February 2007 and recommended that it be approved as set out in papers GFSS.144/06-07 and GFSS.145/06-07, subject to the revision of the teaching staff, the revised proposal would be considered by Chair's Action;
- (B) That the Chair of the Graduate Studies Committee of the Faculty of Social Studies had approved by Chair's action the proposal for the revision of the course entitled 'MA in Applied Social Research with specialism in Health Studies' as set out in papers GFSS.144/06-07 and GFSS.145/06-07 (revised).

TO CONSIDER:

The proposal for the revision of the course entitled 'MA in Applied Social Research with specialism in Health Studies' as set out in papers GFSS.144/06-07 and GFSS.145/06-07 (revised) (copies attached).

(ii) MA in Applied Social Research with specialism in Social Work

TO REPORT:

- (A) That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal for the revision of the course 'MA in Applied Social Research with Specialism in Social Work' at its last meeting on 1 February 2007 and recommended that it be approved as set out in papers GFSS.144/06-07 and GFSS.146/06-07, subject to the revision of the teaching staff, the revised proposal would be considered Chair's Action;
- (B) That the Chair of the Graduate Studies Committee of the Faculty of Social Studies had approved by Chair's action the proposal for the revision of the course entitled 'MA in Applied Social Research with Specialism in Social Work' as set out in papers GFSS.144/06-07 and GFSS.146/06-07 (revised).

TO CONSIDER:

The proposal for the revision of the course entitled 'MA in Applied Social Research with Specialism in Social Work' as set out in papers GFSS.144/06-07 and GFSS.146/06-07 (revised) (copies attached).

(c) Department of Economics

TO CONSIDER:

An 'in principle' proposal from the Department of Economics requesting approval for a restructure of the PhD in Economics, including:

- (i) A proposal form for a restructured degree course (paper BGS 39/06-07, copy attached);
- (ii) A revised set of PhD course regulations (paper BGS 40/06-07, copy attached);
- (iii) A memo from Professor Harrison outlining the rationale for the proposal and issues concerning the retrospective nature of the change in registration (paper BGS 41/06-07, copy attached).

21. Any Other Business