

BOARD OF GRADUATE STUDIES

A meeting of the Board of Graduate Studies will be held on Thursday 19 November 2015 from 9.00 to 12.00, in CMR 1.0, University House.

Ken Sloan
Registrar and Chief Operating Officer

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 8 October 2015 as set out in paper BGS 14/15-16 (copy attached).

2. Matters Arising on the Minutes

(a) Membership of the Board 2015/16 (minute BGS 2/15-16 refers)

TO REPORT:

- (i) That Dr D Steeghs would serve on the Board of Graduate Studies as one of two members of academic staff appointed by the Board of the Faculty of Science;
- (ii) That Mr T Yuen 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;
- (iii) That Ms F Farnsworth would sit on the Board of Graduate Studies as the postgraduate student appointed by the Board of Faculty of Arts from amongst the departments in the Faculty;
- (iv) That Ms N Morrison 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;
- (v) That Miss H Ngo would sit on the Board of Graduate Studies as the postgraduate student appointed by the Board of Faculty of Social Sciences from amongst the departments in the Faculty.

(b) Graduate Awards and Nominations Sub-Committee (minute BGS 6/15-16 refers)

TO REPORT:

(i) That the Faculty Graduate Studies 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) Dr D Wright;
- (2) Professor S Gundle;

(B) Faculty of Medicine

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

(C) Faculty of Science

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

(D) Faculty of Social Sciences

- (1) TBC;
- (2) TBC

(c) Mitigating Circumstances Review (minute BGS 10(a)/15-16 refers)

TO RECEIVE:

An oral report from the Chair.

(d) Annual Course Review Reports (minute BGS 10(b)/15-16 refers)

TO RECEIVE:

The summary PGT Annual Course Review Report prepared by the Faculty of Arts (paper AGSC 21(revised)/14-15, copy attached).

(e) Students' Union Update (minute BGS 11/15-16 refers)

TO REPORT:

That the Senior Tutor has circulated information on advice and support arrangements for PGR students to Directors of Graduate Studies.

3. Students' Union Update

TO RECEIVE:

An oral report from the Postgraduate Officer.

4. Reports from the Chairs of the Graduate Studies Committees

TO RECEIVE:

Oral reports from the Chairs of the Graduate Studies Committees.

5. Chair's Business

TO RECEIVE:

An oral report from the Chair in relation to:

- (a) Discussions with departments in relation to PTES/PRES;
- (b) PGT award classifications

6. Graduate Awards and Nominations Committee

TO CONSIDER:

A paper from the Project Officer (Postgraduate Scholarships) in relation to membership and proposals for the moderation process for the Graduate Awards and Nominations Committee (paper BGS 15/15-16, copy attached).

7. English Language Requirements and Visiting Students

TO CONSIDER:

A paper from the Admissions Service Manager (Postgraduate Admissions) in relation to ... (paper BGS 16/15-16, copy attached).

8. Postgraduate Induction Review

TO CONSIDER:

A paper from the Postgraduate Student Development Officer evaluating the three 2015 Postgraduate Student Welcome Programmes (paper BGS 17/15-16, copy attached).

9. Postgraduate Community

TO CONSIDER:

A paper from the Community Engagement Manager (Postgraduate) in relation to the Postgraduate Community Engagement Team's strategic plan (paper BGS 18/15-16, copy attached).

10. Timeliness of Provision of Feedback to Students on Assessed Work

TO CONSIDER:

A paper from Graduate Studies Committee of the Board of the Faculty of Social Science outlining the Committee's recommendations in relation to the University Policy on Timeliness of Provision of Feedback to Students on Assessed Work (paper GFSS.200/14-15, copy attached).

11. Nomination of Examiners for Research Degrees – Conflicts of Interest

TO CONSIDER:

A paper from the Administrative Officer (Graduate School) on the avoidance of conflict of interest in the PGR examination process (paper BGS 19/15-16, copy attached).

12. Request for In-Principle Approval – Centre for Applied Linguistics

TO CONSIDER:

A proposal to introduce a new pathway in Language Teacher Education (Ted) to the MA in English Language Teaching (paper BGS 20/15-16, copy attached).

13. New Course Proposals

TO CONSIDER:

A paper setting out recommendations for the approval of new courses (paper BGS 21/15-16, copy attached).

14. Revised Course Proposals

TO CONSIDER:

A paper setting out recommendations for the approval of revisions to existing courses (paper BGS 22/15-16, copy attached).

15. Any Other Business

16. Next meeting

TO REPORT:

That the next meeting of the Board is on 12 January 2016 at 9.30am 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.

17. Chair's Action

TO RECEIVE:

A report on items approved by the Chair on behalf of the Board (paper BGS 23/15-16, copy attached).

18. OIA Annual Letter:

TO RECEIVE:

The OIA's Annual Letter, outlining the number of complaints and appeals considered by the OIA in the last year (paper BGS 24/15-16, copy attached).

As at 12 November 2015