

UNIVERSITY OF WARWICK

Board of Graduate Studies

There will be a meeting of the Board of Graduate Studies at 2.00pm on Thursday 1 May 2008 in the Council Chamber, University House.

J F Baldwin
Registrar

Note: Questions on items on the agenda 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 21 February 2008 (copy attached).

2. Matters arising on the minutes

(a) Annual Course Review Reports (minute 66/07-08 refers)

TO REPORT:

That the Annual Course Review Reports from the Faculty of Medicine would be considered at the next meeting of the Board.

(b) AHRC Block Grant Partnership Scheme

TO REPORT:

- (i) That members of the Arts Faculty held an Away Day on 18 April 2008 to discuss formulation of the University's bid to the AHRC;
- (ii) That the AHRC had revised its timetable for receipt by the AHRC of Student Nomination forms for the BGP Studentship Competition in April-May 2009 and introduced an additional mechanism to tackle the concern of students withdrawing from the Studentship competition.

3. Chair's Business

(a) Postgraduate Taught Pass Lists (minute 60(g)/07-08 refers)

TO RECEIVE:

An oral report from the Chair on the reports received to date, noting that in light of the poor response rate, the schedule for the meetings of Boards of Examiners for postgraduate taught students would be considered at the next meeting.

- (b) Warwick Collaborative Postgraduate Research Scholarship (minutes 45(e)/07-08 and 60(a)/07-08 refer)

TO RECEIVE:

- (i) A summary of progress to date with setting up Warwick Postgraduate Research Scholarships (paper BGS 52/07-08, copy attached);
- (ii) A paper submitted by the Chair to the Financial Planning Sub-Committee seeking additional funding for the Warwick Postgraduate Scholarship (paper BGS 53/07-08, copy attached).

- (c) Annual Postgraduate Course Review and Postgraduate Course and Module Approval

TO RECEIVE:

A discussion paper on the revision of Annual Postgraduate Course Review and Postgraduate Course and Module Approval (paper BGS 54/07-08, **available online**).

- (d) Contact Hours (minute AQSC 76(c)/07-08 refers)

TO REPORT:

That it was reported to the Academic Quality and Standards Committee, at its meeting on 27 February 2008, that its Chair was intending to initiate a review of contact hours across the University.

- (e) Feedback from Students (minutes AQSC 60/07-08 and 88/07-08 refer)

TO REPORT:

That at its meeting on 27 February 2008, the Academic Quality and Standards Committee considered an outline of a proposed review of surveys and resolved that the Teaching Quality section of the Academic Office take forward a review of surveys directed at students across the University, including internal and external institution-wide surveys, and course and module questionnaires, as set out in paper AQSC 49/07-08.

- (f) Dorothy Hodgkin Postgraduate Awards for 2007/2008

TO RECEIVE:

An oral report from the Chair.

- (g) Commonwealth Shared Scholarship Scheme 2009-10

TO RECEIVE:

An oral report from the Chair noting that the University had been invited to bid for awards under the Commonwealth Shared Scholarship Scheme for 2009-10.

4. Chair's Action

TO RECEIVE:

A report on items approved by the Chair on behalf of the Board (paper BGS 55/07-08, 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 (minute 64/07-08 refers) 2.30pm

TO REPORT:

(a) That the Board, at its last meeting, received:

- (i) A report from the Director of Student Admissions and Recruitment and the Assistant Registrar (Postgraduate Admissions) (Papers BGS 39/07-08 and BGS 47/07-08);
- (ii) 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).

(b) That the Board, at its last meeting, resolved that:

- (i) The Board ask Postgraduate Admissions to prepare a report for the next meeting of the Board on how unconditional offers might be made and qualifications subsequently be verified;
- (ii) The Board ask Postgraduate Admissions to work on implementing a mechanism for receipt of references solely by email, with spot checks to verify authenticity, before considering a move to a web-based system for submitting references;
- (iii) The Board would support a review of Regulation 6 Governing Admission to the University and Regulation 13 Governing the Continuation of Registration with regard to the procedure for dealing with fraudulent applications;
- (iv) The Board would welcome more detail on the criteria for progression from pre-sessional English to the course of study before taking a decision on the desirability of a combined offer for pre-sessional English and the course of study.

TO RECEIVE:

A report from Director of Student Admissions and Recruitment on how unconditional offers might be made and qualifications subsequently be verified (paper BGS 56/07-08, to be included in second circulation).

8. Proposed Review of Regulation 14 Governing Higher Degrees (minutes 59/06-07, 82/06-07, 102(b)/06-07 and 60(c)/07-08 refer)

TO REPORT:

That the Board, at its last meeting, received a paper from the Chair announcing a review of Regulation 14 (paper BGS 45/07-08, previously circulated).

TO CONSIDER:

A paper setting out proposed amendments to Regulation 14 (paper BGS 57/07-08, **available online on 28 April 2008**).

9. Recommendations to Departments on conference funding

TO REPORT:

That a review of the level and nature of departmental allocations for postgraduate research students' conference funding and fieldwork expenses will be conducted during the summer term.

TO RECEIVE:

A paper from the Secretary making recommendations to Departments on the disbursement of conference funding (paper BGS 58/07-08, copy attached).

10. Research Student Annual Report Form

TO CONSIDER:

The 2008-09 Research Student Annual Report Form (paper BGS 59/07-08, copy attached), noting that it had been amended in line with discussion at earlier meetings of the Board.

11. Any Other Business