

UNIVERSITY OF WARWICK

Board of Graduate Studies

Minutes of the Board of Graduate Studies meeting held on Thursday 22 February 2007.

Present: Professor L Bridges (Chair), Professor J Davey, Dr A Dowd, Professor J Faundez, Professor S Ghosal, Dr M Kooy, Professor J Labbe, Dr D Leadley, Ms S Liggins, Professor R Napier, Professor J Neelands, Professor E Peile, Mr P Ptashko, Dr A Stokes, Dr N Webber.

Apologies: Dr C Bilton, Professor B Brewer, Dr A Clark, Dr C Hughes, Professor J Faundez, Dr D Kelly, Ms C Longworth, Professor P Marshall, Dr N Stocks, Professor M Thorogood.

In attendance: Dr R Ayres (for item 73(a)(i)/06-07), Professor R Ball (for item 72(a)(iii)/06-07), Dr S Dixon (for item 72(a)(ii)/06-07), Dr R Earle (in place of Professor P Marshall), Professor D Hutchins (for item 72(a)(ii)/06-07), Dr B Kiernan (for item 72(a)(i)(B)/06-07), Professor C Robinson (for item 72(a)(i)(A)/06-07).

58/06-07 Minutes of the last meeting

RESOLVED:

That the minutes of the meeting of the Board held on 18 January 2007 be approved.

59/06-07 Chair's Business

(a) MPhil/PhD registration

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.

(b) Review of Postgraduate Taught Provision in the Department of Sociology (minutes 06(d)/06-07 and 40/06-07 refer)

RECEIVED:

An oral report from the Chair on the discussion at Steering Committee of the Review of Postgraduate Taught Provision in the Department of Sociology, noting that the Steering Committee concurred with the Board

on the quality of the report and agreed that it should serve as a model for other departments.

- (c) Extensions for Research Students (minutes 29/06-07 and 39/06-07 refer)

RECEIVED:

An oral report from the Chair on the review of procedures for granting extensions to PhD students, noting:

- (i) That the Graduate School had not received any feedback on its memo dated 22 January 2007 which informed departments of the new procedures for granting extensions;
- (ii) That the Graduate School would shortly write to PhD students whose period of study was due to end in the next six months and to inform them of the new procedures for granting extensions.

60/06-07 Chair's Action

- (a) Course proposals in the Faculty of Science (minute 38b/06-07 refers)

REPORTED:

That the following course proposals were approved by Chair's Action following confirmation from the Chair of the Graduate Studies Committee of the Faculty of Science that the amendments requested by the Board had already been made at the time of its meeting on 16 November 2006:

- (i) MSc in Modelling Biological Populations and Interactions (SGS 25/06-07);
- (ii) MSc in Statistics (SGS 22-23/06-07);
- (iii) MSc in Computer Science and Applications (SGS 43/05-06 (revised 2)).

- (b) Centre for Translation and Comparative Cultural Studies (minute AGSC 18(a)/06-07 refers)

REPORTED:

- (i) That the Chair of the Graduate Studies Committee of the Faculty of Arts, on behalf of the Committee, had recommended to the Board of Graduate Studies that a request from the Centre for Translation and Comparative Cultural Studies to change the name of QMP6 (MA/DIP) and QMP7 (Cert) from 'British and Comparative Cultural Studies' to 'Comparative Cultural Studies' be approved;
- (ii) That the Chair of the Board, acting on its behalf, had approved the request from the Centre for Translation and Comparative Cultural Studies to change the name of QMP6 (MA/DIP) and QMP7 (Cert) from 'British and Comparative Cultural Studies' to 'Comparative Cultural Studies'.

- (c) Department of the History of Art (minute AGSC 18(d)/06-07 refers)

REPORTED:

- (i) That the Chair of the Graduate Studies Committee of the Faculty of Arts, on behalf of the Committee, had recommended to the Board of Graduate Studies that a request from the Department of the History of Art for a name change of an MA degree specialism from 'Art and Its Spaces' to 'The History and Politics of Display' be approved;
- (ii) That the Chair of the Board, acting on its behalf, had approved the request from the Department of the History of Art for a name change of an MA degree specialism from 'Art and Its Spaces' to 'The History and Politics of Display'.

61/06-07 Reports from the Chairs of the Graduate Studies Committees of the Faculties

RECEIVED:

Oral reports from the Chairs of the Graduate Studies Committees of the Faculties, noting:

- (a) That the Graduate Studies Committee of the Faculty of Science would now include representation from the Doctoral Training Centres;
- (b) That the Graduate Studies Committee of the Faculty of Science raised concerns about the amount and nature of the information requested by the EPSRC during the EngD review, noting that it was possible that other Research Councils could do likewise in subsequent reviews;
- (c) That the Graduate Studies Committee of the Faculty of Arts noted a concern by students that number of hours of teaching done by postgraduate research students was not consistent across the Faculties;
- (d) That the Graduate Studies Committee of the Faculty of Medicine would raise the issues associated with NHS/WMS-employed doctoral students at the next meeting of the Board.

RESOLVED:

That the Chair discuss with the Registrar the issue of the detailed information requested by the ESPRC during the EngD review.

62/06-07 Postgraduate Committee and Students' Union

RECEIVED:

An oral report from the Chair of the Postgraduate Committee in the absence of the Education Officer, noting concern over the potential disruption of postgraduate library access over the summer.

RESOLVED:

That the Librarian and the Director of Estates be asked to comment on potential disruption to postgraduate library access over the summer.

63/06-07 Award of Merit and Starred Distinction on taught Masters courses (minutes 34/06-07 and 54/06-07 and AQSC 38/06-07 refer)

REPORTED:

- (a) That the Board at its meeting on 18 January 2007 considered the practice of awarding merit and starred distinctions at other universities (paper BGS 20 /06-07), noting a correction to the paper to reflect that the University of Birmingham did award merit on its taught Masters courses, and resolved:
- (i) That there was no support for the introduction of a starred distinction at the University;
 - (ii) That the possibility of awarding merit would be discussed further once the Graduate Studies Committees of the Boards of the Faculties had met.
- (b) That the Graduate Studies Committee of the Boards of the Faculties had now all considered the award of merit and starred distinctions and were of the following opinions:
- (i) That the Graduate Studies Committee of the Faculty of Arts considered the award of merit and starred distinctions at its meeting on 1 February 2007 and resolved that on the whole, there was no support for the introduction of either the starred distinction or merit classes;
 - (ii) That the Graduate Studies Committee of the Faculty of Medicine considered the award of merit and starred distinctions at its meeting on 30 January 2007 and recommended that the award of Merit and Starred Distinction on taught Masters courses should not be introduced;
 - (iii) That the Graduate Studies Committee of the Faculty of Science considered the award of merit and starred distinctions at its last meeting on 31 January 2007 and recommended that the Board of Graduate Studies consider the possibility of introducing a “merit” classification for taught masters degrees to be awarded to candidates achieving an average score of 65% or over, with a score of at least 60% for the two elements – coursework average and project – of the degree, noting that if such a “merit” were to appear on the transcript, it should also be on the certificate;
 - (iv) That the Graduate Studies Committee of the Faculty of Social Studies considered the award of merit on taught Masters courses at its meeting held on 24 October 2006, and resolved:
 - (A) That the Committee did not support the proposal for a starred distinction;
 - (B) That the Committee supported a permissive practice for awarding informal merit classifications within departments, but did not support the proposal to impose a prescriptive regulation across the Faculties and the Departments for the following reasons:

- (1) Providing a transcript would detail the quality of a student's performance;
- (2) The awarding of a merit could persuade students to be cautious in their choice of modules;
- (3) Departmental choice rather than a centrally imposed policy was preferred.

CONSIDERED:

Whether to award merit on taught Masters programmes.

RESOLVED:

- (c) That the Board did not support the adoption at University level of merit awards on taught Masters programmes but endorsed current departmental discretion to award informal merits, subject to departments having adopted specific criteria for such awards;
- (d) That the Secretary conduct a survey of departmental practices in relation to informal merit awards, including information on the criteria currently used by departments;
- (e) That the Secretary investigate whether (and how) an informal merit appears on a student's transcript.

64/06-07 The European Charter for Researchers and Code of Conduct for the Recruitment of Researchers: A UK Sector Gap Analysis (minute 56/06-07 refers)

CONSIDERED:

The European Charter for Researchers and Code of Conduct for the Recruitment of Researchers: A UK Sector Gap Analysis (BGS 22/06-07).

RESOLVED:

- (a) That the document be used to inform revisions of the Guidelines on the Use of Postgraduate Students for Teaching;
- (b) That the Board consult the document when it reconsiders the proposed Teaching and Research Training Fellowship.

65/06-07 Redefining the Doctorate, an HEA Discussion Paper by Chris Park (January 2007)

CONSIDERED:

Redefining the Doctorate, an HEA Discussion Paper by Chris Park (January 2007) (BGS 23/06-07).

RESOLVED:

That the document be used to inform strategy on how to increase postgraduate student numbers, noting that the Chair intended to submit a discussion paper on a potential strategy to the next meeting of the Board.

66/06-07 Postgraduate Student Registration (minute 45c(iii)/06-07 refers)

CONSIDERED:

The Board's policy on postgraduate student registration, including:

- (a) 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;
- (b) How frequently students should be able to change their mode of attendance.

REPORTED:

That the Chair had been asked by the Fees Working Group to consult again with departments on the proposed extension charges for postgraduate research students.

RESOLVED:

That the Board reconsider its policy on postgraduate student registration at its next meeting.

67/06-07 Proposed Procedures on Early Submissions and Extensions for PhD Students (Minutes AQSC34/06-07 and BGS29/06-07 refer)

REPORTED:

- (a) That the Graduate Studies Committee of the Faculty of Arts at its meeting on 1 February 2007 considered the proposed Procedures on Early Submissions and Extensions for PhD Students, paper BGS15/06-07 (revised), and resolved to request clarification on the maximum number of years for which a PhD student may study;
- (b) That the maximum number of years for which a PhD student may normally study was one year longer than that student's period of study, hence was currently six years for a part-time student or four years for a full-time PhD student. This could only be extended in exceptional circumstances.

68/06-07 Four-year Integrated PhD Programmes

RECEIVED:

An oral report from the Chair on four-year integrated PhD programmes, noting that:

- (a) Where students receive a Master's qualification as well as a PhD, they will be classified as taught students if the first year predominantly consists of taught modules;
- (b) Where students only receive a PhD qualification for their four years of study, they will be classified as research students even if there is a significant taught component to their first year.

69/06-07 Strategic Departmental Review

CONSIDERED:

The new procedures on the strategic departmental review process as set out in paper BGS 25/06-07.

RESOLVED:

That the Chair, on behalf of the Board, raise the following concerns about the procedures with the Academic Quality and Standards Committee:

- (a) The advisability for large departments of combining course and strategic reviews;
- (b) 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.

70/06-07 Periodic Review of Postgraduate Courses in the Institute of Education

RECEIVED:

The report on the Periodic Review of Postgraduate Courses in the Institute of Education (paper BGS 26/06-07), noting that it will be considered at the next meeting of the Board together with the departmental response.

71/06-07 Course and Module Approval (minutes AQSC 31/06-07 and 47(c)/06-07 refer)

REPORTED:

- (a) That the Academic Standards and Quality Committee at its meeting on 22 November 2006 considered a report from the Secretary outlining work on reviewing the existing course and module approval mechanisms, paper AQSC 26/06-07, and resolved, inter alia, that the Secretariat convene meetings of the Chairs of Faculty Undergraduate Studies Committees/Sub-Faculty and Faculty Graduate Studies Committees, to be chaired by Professor M Smith and Professor L Bridges respectively, to review the existing course and module approval mechanisms and report to the next meeting of the Committee; and that these meetings consider the issues highlighted in paper AQSC 26/06-07, in particular the scrutiny of proposals (paragraph 3(a) refers), and in addition, the content of the forms involved in the course and module approval system;
- (b) That the Academic Standards and Quality Committee at its meeting on 1 February 2007 considered a report of two meetings of Chairs of Faculty Undergraduate Studies Committees/Sub-Faculty and Faculty Graduate Studies Committees held to discuss course and module approval mechanisms, paper AQSC 29/06-07;
- (c) That the Academic Standards and Quality Committee at its meeting on 1 February 2007 resolved:
 - (i) That Professors Bridges and Smith be thanked for chairing the two meetings, and that those who had been present at the meetings be thanked for their valuable contributions;

- (ii) That the introduction of various methods for easing the burden on members of Faculty Committees was welcome, and that these should continue to be monitored during the current pilot phase;
- (iii) That the Teaching Quality section continue to develop proposals for a computer-based workflow model for course and module approval, while bringing forward sooner for the consideration of the Committee proposals for changes which would improve the process in the meantime;
- (iv) That, to ensure proper strategic consideration is given to the balance and range of courses offered by departments, Faculties and the University as a whole, the relevant functions of various elements of the University's quality assurance processes be clarified, including:
 - (A) Annual Course Review within departments;
 - (B) The consideration of Annual Course Review reports by Faculty Committees and the preparation of summary reports;
 - (C) The Five-Year Planning process;
 - (D) The Strategic Departmental Review process and associated periodic reviews where applicable.
- (v) That further consideration be given to the process by which Course Regulations are updated and amended, to ensure the process is clear, well understood and easily followed and that amendments and updates receive proper consideration before approval where this is required;
- (vi) That members of the Committee bring any further thoughts or suggestions to the next meeting, when this item will appear again under Matters Arising.

72/06-07 Postgraduate Student-Staff Liaison Committee Coordinators Annual Report (minute AQSC 51/06-07 refers)

REPORTED:

That the Academic Standards and Quality Committee at its meeting on 1 February 2007 considered the Postgraduate Annual Report from the SSLC Coordinators on the operation of the SSLC System during 2005-06 prepared by the SSLC Coordinators, Mr R Cave, Dr K Flint, Ms C Longworth and Dr P Roberts (paper AQSC 31/06-07) and resolved:

- (a) That the Postgraduate Annual Reports from the SSLC Coordinators be approved as set out in papers AQSC 31/06-07;
- (b) That the general trend towards more positive reports being received from individual SSLCs be welcomed as an indication that SSLCs were resolving problems at the departmental or course level;
- (c) That the Committee be kept informed about progress on the Reading List project being carried out by the Library and the Teaching Quality team, and consider any recommendations for good practice in the

formatting of reading lists and proposals for workflow solutions to ensure their timely submission;

- (d) That the Teaching Quality section survey current practice around the University in providing feedback to students on examination performance, the outcomes of this survey to inform discussion of the issue at a meeting of the Committee during Spring or Summer 2007.

CONSIDERED:

The Postgraduate Annual Report from the SSLC Coordinators on the operation of the SSLC System during 2005-06 prepared by the SSLC Coordinators, Mr R Cave, Dr K Flint, Ms C Longworth and Dr P Roberts (paper AQSC 31/06-07).

RESOLVED:

- (e) That the Board note the concerns raised in the Postgraduate Annual Report from the SSLC Coordinators regarding space and the availability of core texts;
- (f) That the Secretary invite the Librarian to report to the Board on the following issues at the next meeting:
 - (i) Library refurbishment over the summer;
 - (ii) The shortage of core texts;
 - (iii) The proposals for a Research Exchange in the Main Library and the bid to the Wolfson Foundation for part funding for this.

73/06-07 New Course proposals (in the order considered at the meeting)

- (a) Faculty of Science
 - (i) Department of Biological Sciences
 - (A) PhD in Systems Biology (DTC)

REPORTED:

- (1) That the Graduate Studies Committee of the Faculty of Science at its meeting on 31 January 2007 considered a proposal for a new course PhD in Systems Biology (DTC) as set out in paper SGS.42/06-07;
- (2) That the Graduate Studies Committee of the Faculty of Science at its meeting on 31 January 2007 resolved that the proposed PhD in Systems Biology (DTC) and PhD in Systems Biology (WSB) not be approved;
- (3) That following consideration of a proposal for two PhDs in Systems Biology from Biological Sciences/ Systems Biology DTC and Warwick Systems Biology, the Graduate Studies Committee of the Faculty of Science at its meeting on 31 January 2007 resolved that the two departments concerned should demonstrate

a more co-ordinated approach to these PhD programmes, and should resubmit these proposals, preferably as a single programme, making clear any distinction between different entry points and progression routes through the programme, the transition from MSc to PhD, and administrative and funding arrangements;

- (4) That the Chair of the Graduate Studies Committee of the Faculty of Science, acting on its behalf, approved a revised proposal for a PhD in Systems Biology (DTC) as set out in SGS 42/06-07 (revised) following the Committee's meeting on 31 January 2007 and recommended to the Board that it be approved as set out in SGS 42/06-07 (revised).

CONSIDERED:

The revised proposal for a PhD in Systems Biology (DTC) as set out in SGS 42/06-07 (revised).

RESOLVED:

- (5) That the revised proposal for a PhD in Systems Biology (DTC) as set out in SGS 42/06-07 (revised) not be approved;
- (6) That following further discussion, the proposal for a PhD in Systems Biology (DTC) be combined with the PhD in Integrative Systems Biology (WSB).

(B) PhD in Integrative Systems Biology (WSB)

REPORTED:

- (1) That the Graduate Studies Committee of the Faculty of Science at its meeting on 31 January 2007 considered a proposal for a new course PhD in Systems Biology (WSB) as set out in paper SGS.43/06-07;
- (2) That the Graduate Studies Committee of the Faculty of Science at its meeting on 31 January 2007 resolved that the proposed PhD in Systems Biology (DTC) and PhD in Systems Biology (WSB) not be approved;
- (3) That following consideration of a proposal for two PhDs in Systems Biology from Biological Sciences/ Systems Biology DTC and Warwick Systems Biology, the Graduate Studies Committee of the Faculty of Science at its meeting on 31 January 2007 resolved that the two departments concerned should demonstrate a more co-ordinated approach to these PhD programmes, and should resubmit these proposals, preferably as a single programme, making clear any distinction between different

entry points and progression routes through the programme, the transition from MSc to PhD, and administrative and funding arrangements;

- (4) That the Chair of the Graduate Studies Committee of the Faculty of Science, acting on its behalf, approved a revised proposal for a PhD in Integrative Systems Biology (WSB) as set out in SGS 43/06-07 (revised) following the Committee's meeting on 31 January 2007 and recommended to the Board that it be approved as set out in SGS 43/06-07 (revised).

CONSIDERED:

The revised proposal for a PhD in Integrative Systems Biology (WSB) as set out in SGS 43/06-07 (revised).

RESOLVED:

- (5) That the revised proposal for a PhD in Integrative Systems Biology (WSB) as set out in SGS 43/06-07 (revised) not be approved;
- (6) That following further discussion, the proposal for a PhD in Integrative Systems Biology (WSB) be combined with the PhD in Systems Biology (DTC).

(ii) School of Engineering

EngD in Non-Destructive Evaluation (minute SGS 24(c)/06-07 refers)

REPORTED:

- (A) That the Chair of the Graduate Studies Committee of the Faculty of Science, acting on behalf of the Committee, had approved a proposed EngD in Non-Destructive Evaluation as set out in paper SGS.37/06-07 (revised), subject to minor amendments and clarification of the University regulations that will apply to this degree;
- (B) That the Graduate Studies Committee of the Faculty of Science at its meeting on 31 January 2007 considered a proposed amendment to University Regulation 14 Governing Higher Degrees to accommodate the introduction of the EngD in Non-Destructive Evaluation (SGS.50/06-07);
- (C) That the Graduate Studies Committee of the Faculty of Science at its meeting on 31 January 2007 resolved to support the Chair's approval of the EngD in Non-Destructive Evaluation, noting that the minor amendments required had now been received;
- (D) That the Graduate Studies Committee of the Faculty of Science at its meeting on 31 January 2007 recommended that the proposed amendment to University Regulation 14 Governing Higher Degrees be

altered to make it more generic, preventing the need for further changes should different EngD programmes be introduced in the future.

- (E) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting on 8 February 2007 (minute CFDLSC 37/06-07 refers) recommended to the Academic Standards and Quality Committee that the proposal to introduce an EngD in Non-Destructive Evaluation in collaboration with Imperial College London, and the Universities of Bath, Bristol, Nottingham and Strathclyde, and under the umbrella of the EPSRC Research Centre for Non-Destructive Evaluation be approved as set out in paper SGS 37/06-07 (revised), subject to a recommendation that each module be assessed by a submission of between 3,000 and 5,000 words.

CONSIDERED:

The proposal for an EngD in Non-Destructive Evaluation as set out in paper SGS 37/06-07 (revised), noting:

- (F) That the minor amendments requested by the Graduate Studies Committee of the Faculty of Science have been approved by Chair's Action;
- (G) That the Graduate Studies Committee of the Faculty of Science had not yet received the concomitant revised amendment to University Regulation 14 Governing Higher Degrees.

RESOLVED:

That the proposal for an EngD in Non-Destructive Evaluation as set out in paper SGS37/06-07 (revised) be approved, subject to the first sentence under 6. Course Structure being amended to read that 14 (not 16) modules must be attended and passed,, this to include one triple-weighted module worth 45 CATS.

(iii) Department of Physics

Complexity Science (minute 28(b)(iv)/06-07 refers)

REPORTED:

- (A) That the Graduate Studies Committee of the Faculty of Science at its last meeting on 31 January 2007 considered:
- (1) A revised course proposal for the new MSc/PhD in Complexity Science as set out in paper SGS.35/06-07 (revised);
 - (2) Proposed Course Regulations for the new MSc/PhD in Complexity Science as set out in paper SGS.40/06-07;

- (3) Proposed Course Specification for the new MSc/PhD in Complexity Science as set out in paper SGS.41/06-07.
- (B) That the Graduate Studies Committee of the Faculty of Science at its last meeting on 31 January 2007 resolved that the revised course proposal, course regulations and course specification for MSc/PhD in Complexity Science be approved, noting that the modules for this course should be submitted to this committee in due course.

CONSIDERED:

- (C) The revised course proposal for the new MSc/PhD in Complexity Science as set out in SGS 35/06-07 (revised);
- (D) The proposed Course Regulations for the new MSc/PhD in Complexity Science as set out in paper SGS.40/06-07;
- (E) The proposed Course Specification for the new MSc/PhD in Complexity Science as set out in paper SGS.41/06-07.

RESOLVED:

That the revised course proposal, course regulations and course specification for the MSc/PhD in Complexity Science be approved.

74/06-07 Revised Course Proposals

Faculty of Social Studies

Centre for Academic and Professional Development

(a) Postgraduate Programmes in Academic and Professional Practice

REPORTED:

That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal for restructuring postgraduate programmes in Academic and Professional Practice, as set out in paper GFSS.150/06-07 at its meeting on 1 February 2007 and recommended that it be approved.

CONSIDERED:

The proposal for restructuring postgraduate programmes in Academic and Professional Practice, as set out in paper GFSS.150/06-07.

RESOLVED:

That the proposal for restructuring postgraduate programmes in Academic and Professional Practice, as set out in paper GFSS.150/06-07 not be approved but be referred back to the Board following discussions with the Chair and the Teaching Quality Team on ensuring consistency between the proposals and University guidelines on the accumulation of credit toward a Masters degree.

(b) MA in Academic and Professional Practice

REPORTED:

That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal to replace the 'MA in Post-Compulsory Education' with an 'MA in Academic and Professional Practice' at its meeting on 1 February 2007 and recommended that it be approved as set out in papers GFSS.151/06-07 and GFSS.152/06-07, subject to the clarification that the Departmental Mentor referred to in part 8, 'Student Support and Guidance', is from the participant's home department.

CONSIDERED:

The 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 and GFSS.152/06-07, subject to the clarification that the Departmental Mentor referred to in part 8, 'Student Support and Guidance', is from the participant's home department.

RESOLVED:

That the 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 and GFSS.152/06-07 not be approved but be referred back to the Board following discussions with the Chair and the Teaching Quality Team on ensuring consistency between the proposals and University guidelines on the accumulation of credit toward a Masters degree.

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

REPORTED:

That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal to replace the Postgraduate Award entitled 'Learning and Teaching in Higher Education' with a Postgraduate Award entitled 'Introduction to Academic and Professional Practice' at its meeting on 1 February 2007 and recommended that it be approved as set out in paper GFSS.153/06-07, subject to the following:

- (1) The revision of part twelve, 'Consultation with Other Departments', where it should be noted that the Centre for Academic and Professional Development had liaised with the Institute of Education;
- (2) The clarification that the Departmental Mentor referred to in part 8, 'Student Support and Guidance', is from the participant's home department.

CONSIDERED:

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, subject to the following:

- (3) The revision of part twelve, 'Consultation with Other Departments', where it should be noted that the Centre for Academic and Professional Development had liaised with the Institute of Education;
- (4) The clarification that the Departmental Mentor referred to in part 8, 'Student Support and Guidance', is from the participant's home department;

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 not be approved but be referred back to the Board following discussions with the Chair and the Teaching Quality Team on ensuring consistency between the proposals and University guidelines on the accumulation of credit toward a Masters degree.

- (d) Proposals from the Centre for Academic and Professional Development

REPORTED:

That the Graduate Studies Committee of the Faculty of Social Studies at its meeting on 1 February 2007 resolved that it be noted that the Committee was very supportive of the proposals from the Centre for Academic and Professional Development, but was concerned about the implications on staffing resources.

75/06-07 New course proposals (continued)

- (a) Faculty of Arts

- (i) Sub-Group for the consideration of course and module proposals (Minutes AGSC29/05-06, AGSC5(c)/06-07 and AGSC17/06-07 refer)

REPORTED:

- (A) That the Graduate Studies Committee of the Faculty of Arts at its meeting on 1 February 2007 reported that the Chairs of the Board of the Faculty of Arts and the Academic Quality and Standards Committees had approved by Chair's Action the formation of a sub-group of the Graduate Studies Committee of the Board of the Faculty of Arts to consider course and module proposals comprised of the Chair of the Graduate Studies Committee and the following Committee members:

- (1) Dr R Moseley;
- (2) Professor P Marshall;
- (3) Dr P Poellner;

- (B) That the Chair of the Board of Graduate Studies would join the sub-group to consider course proposals.

(ii) Department of English and Comparative Literary Studies

REPORTED:

That the Graduate Studies Committee of the Faculty of Arts at its meeting on 1 February 2007 considered a proposal from the Department of English and Comparative Literary Studies for a new course 'Postgraduate Award in Professional Communication Skills' for introduction in April 2007 and recommended that it be approved as set out in paper AGSC24/06-07.

CONSIDERED:

A proposal from the Department of English and Comparative Literary Studies for a new course 'Postgraduate Award in Professional Communication Skills' for introduction in April 2007 as set out in paper AGSC 24/06-07.

RESOLVED:

That the proposal for a new course entitled 'Postgraduate Award in Professional Communication Skills' as set out in paper AGSC 24/06-07 be approved, subject to:

- (A) Clarification of the admissions process and entry requirements, noting that Warwickshire County Council could only nominate applicants as the University would be applying the University's standard entry requirements;
- (B) Confirmation of whether the 'Postgraduate Award in Professional Communication Skills' should be considered by the Collaborative, Flexible and Distributed Learning Sub-Committee.

(b) Faculty of Medicine

(i) Understanding Research and Critical Appraisal (UReCA) Module and Postgraduate Award

REPORTED:

- (A) That the Graduate Studies Committee of the Faculty of Medicine considered a proposal for a distance-learning variant of the Understanding Research and Critical Appraisal (UReCA) module and Postgraduate Award as set out in paper GCFM 13/06-07 at its meeting on 30 January 2007 and recommended that it be approved, subject to the minor correction to section 4 noted at the meeting;
- (B) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting on 8 February 2007 (minute CFDLSC 31/06-07 refers) considered the proposal from Warwick Medical School to introduce a distance-learning variant of an existing module, MH923 Understanding Research and Critical Appraisal in Health Care (UReCA) and recommended to the Board of Graduate Studies that the proposal be approved, as set out in paper CFDLSC 46/06-07.

CONSIDERED:

A proposal for a distance-learning variant of the Understanding Research and Critical Appraisal (URCA) module and postgraduate award as set out in paper CFDLSC 46/06-07.

RESOLVED:

That the approval of the Board was not required for the introduction of the Understanding Research and Critical Appraisal (URCA) module and postgraduate award, since it was a distance-learning variant of an existing module and award.

(c) Faculty of Social Studies

(i) Institute of Education

(A) Postgraduate Award in 'Developing Young Children in an Educational Context'

REPORTED:

That the Chair of the Graduate Studies Committee of the Faculty of Social Studies, acting on behalf of the Committee, had approved a proposed Postgraduate Award entitled 'Developing Young Children in an Educational Context' (paper GFSS.163/06-07).

CONSIDERED:

The proposed Postgraduate Award entitled 'Developing Young Children in an Educational Context' as set out in paper GFSS.163/06-07.

RESOLVED:

That the proposed Postgraduate Award entitled 'Developing Young Children in an Educational Context' as set out in paper GFSS.163/06-07 be approved.

(B) Postgraduate Certificate in the Teaching of Shakespeare for Drama Specialists

REPORTED:

That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal for the introduction of a PG Certificate entitled 'Postgraduate Certificate in the Teaching of Shakespeare for Drama Specialists' at its last meeting on 1 February 2007 and recommended that the proposal as set out in papers GFSS.104/06-07, GFSS.105/06-07 and GFSS.106/06-07 be approved, subject to clarification of the following points:

- (1) Why is the duration date given as twelve months, when the start date is given as June 2007 and the end date September 2007?

- (2) Could the Institute of Education consider offering two Postgraduate Awards rather than one Postgraduate Certificate, thus enabling different exit points for candidates?

CONSIDERED:

The 'Postgraduate Certificate in the Teaching of Shakespeare for Drama Specialists' as set out in papers GFSS.104/06-07, GFSS.105/06-07 and GFSS.106/06-07, subject to the clarifications requested by the Graduate Studies Committee of the Faculty of Social Studies.

RESOLVED:

That the 'Postgraduate Certificate in the Teaching of Shakespeare for Drama Specialists' as set out in papers GFSS.104/06-07, GFSS.105/06-07 and GFSS.106/06-07, be approved subject to:

- (A) The clarifications requested by the Graduate Studies Committee of the Faculty of Social Studies;
- (B) Confirmation of whether the 'Postgraduate Certificate in the Teaching of Shakespeare for Drama Specialists' should be considered by the Collaborative, Flexible and Distributed Learning Sub-Committee.

(ii) Warwick Business School

REPORTED:

- (A) That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal for a new Diploma in Service Leadership (Singapore Specialist Diploma) at its last meeting on 1 February 2007 and recommended that it be approved as set out in papers GFSS.138/06-07, GFSS.139/06-07 and GFSS.140/06-07;
- (B) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting on 8 February 2007 (minute CFDLSC 32/06-07 refers) considered the proposal from Warwick Business School to create a partnership with Singapore Institute of Management to deliver the existing Diploma in Service Leadership under the name Diploma in Service Leadership (Singapore Specialist Diploma), paper CFDLSC 45/06-07 (sections of which had been considered by the Graduate Studies Committee of the Board of the Faculty of Social Studies as papers GFSS 138-140/06-07), noting that the University already had an agreement with SIM and SIMTech to deliver WMG courses;
- (C) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting on 8 February 2007 (minute CFDLSC 32/06-07 refers) resolved that the Chair of the Collaborative, Flexible and Distributed Learning Sub-Committee consider whether, and if so how, approval by the Academic Activities Sub-Committee of the Academic Resourcing Committee of the financial

aspects of independently funded courses should be reported to this Committee;

- (D) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting on 8 February 2007 (minute CFDLSC 32/06-07 refers) recommended to the Academic Standards and Quality Committee that the proposal from Warwick Business School to create a partnership with Singapore Institute of Management to deliver the existing Diploma in Service Leadership under the name Diploma in Service Leadership (Singapore Specialist Diploma) be approved, as set out in paper CFDLSC 45/06-07;

CONSIDERED:

The proposal for a new Diploma in Service Leadership (Singapore Specialist Diploma) as set out in paper CFDLSC 45/06-07.

RESOLVED:

That the approval of the Board was not required for the proposal from Warwick Business School to create a partnership with Singapore Institute of Management, since the Diploma in Service Leadership is already in existence.

- (vi) PAIS (minute BGS 55/06-07 refers)

REPORTED:

- (A) 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.

- (B) 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.

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.

Department of Economics

REPORTED:

That the Chair of the Graduate Studies Committee of the Faculty of Social Studies, acting on behalf of the Committee, had approved the proposal for reform of the MSc Economic Programme (minute GFSS.37/05-06 refers), having received Course Specifications for each variant of the new programme (papers GFSS.181/06-07, GFSS.182/06-07, GFSS.183/06-07, GFSS.184/06-07 and GFSS.185/06-07).

CONSIDERED:

The proposal for reform of the MSc Economic Programme, having received Course Specifications for each variant of the new programme as set out in papers GFSS.181/06-07, GFSS.182/06-07, GFSS.183/06-07, GFSS.184/06-07 and GFSS.185/06-07.

RESOLVED:

That the proposal for reform of the MSc Economic Programme, as set out in the Course Specifications for each variant of the new programme in papers GFSS.181/06-07, GFSS.182/06-07, GFSS.183/06-07, GFSS.184/06-07 and GFSS.185/06-07 be approved.

77/06-07

Course Name Changes

(a) Faculty of Medicine

REPORTED:

That the Graduate Studies Committee of the Faculty of Medicine considered proposed changes to the titles of the Community Gynaecology Masters, Certificate and Diploma courses at its meeting on 30 January 2007 and recommended that they be approved as set out in paper DMAP46/06-07.

CONSIDERED:

Proposed changes to the titles of the Community Gynaecology Masters, Certificate and Diploma courses as set out in paper DMAP46/06-07.

RESOLVED:

That the proposed changes to the titles of the Community Gynaecology Masters, Certificate and Diploma courses as set out in paper DMAP46/06-07 be approved.

(b) Faculty of Social Studies

School of Law

REPORTED:

That the Graduate Studies Committee of the Faculty of Social Studies considered a proposal to change the name of LLM Corporate Law and Governance to LLM Corporate Governance and Financial Regulation at its last meeting on 1 February 2007 and recommended that it be approved as set out in paper GFSS 148/06-07.

CONSIDERED:

The proposal to change the name of LLM Corporate Law and Governance to LLM Corporate Governance and Financial Regulation as set out in paper GFSS 148/06-07.

RESOLVED:

That the proposal to change the name of LLM Corporate Law and Governance to LLM Corporate Governance and Financial Regulation as set out in paper GFSS 148/06-07 be approved.

78/06-07 Annual Course Review Reports

(a) Faculty of Arts

REPORTED:

That the Graduate Studies Committee of the Faculty of Arts at its meeting on 1 February 2007 considered the Draft Summary Reports of the Postgraduate Annual Course Review Reports submitted by Faculty Departments for the Academic Year 2005-06 for both taught provision (paper AGSC16/06-07 (revised)) and research provision (paper AGSC17/06-07 (revised)) and resolved that the Draft Summary Reports be approved subject to the minor amendments noted at the meeting.

CONSIDERED:

The Draft Summary Reports of the Postgraduate Annual Course Review Reports submitted by Faculty Departments for the Academic Year 2005-06 for both taught provision (paper AGSC16/06-07 (revised)), and research provision (paper AGSC17/06-07 (revised)).

RESOLVED:

That the Draft Summary Reports of the Postgraduate Annual Course Review Reports submitted by Faculty Departments for the Academic Year 2005-06 for both taught provision (paper AGSC16/06-07 (revised)), and research provision (paper AGSC17/06-07 (revised)) be approved, noting that it would be useful in future years to have a report on the success of the MA bursaries.

(b) Faculty of Medicine (minute GCFM 24/06-07 refers)

REPORTED:

(i) That the Graduate Studies Committee of the Faculty of Medicine at its last meeting on 30 January 2007 considered the Warwick Medical School Annual Review Report for Courses in DMAP as set out in GCFM 15/06-07, it being noted that papers DMAP 29-41/06-07 were used to compile the final review and resolved that the Warwick Medical School Annual Review Report for Courses in DMAP as set out in GCFM 15/06-07 be approved;

(ii) That the Warwick Medical School Annual Review Report for Postgraduate Research Courses would be considered at the next meeting of the Graduate Studies Committee of the Faculty of Medicine on 15 May 2007.

RECEIVED:

An oral report from the Chair of the Graduate Studies Committee noting that paper GFCM 15/06-07 was not the most recent version of the Warwick Medical School Annual Review Report for Courses in DMAP.

RESOLVED:

That the Warwick Medical School Annual Review Report for Courses in DMAP be considered at the next meeting of the Board, subject to submission of the final draft of the report.

(c) Faculty of Science (SGS minute 30/06-07 refers)

REPORTED:

- (i) That the Graduate Studies Committee of the Faculty of Science at its last meeting on 31 January 2007 considered:
 - (A) Postgraduate (taught and research) annual course review reports for the 05-06 academic year from across the Faculty of Science as set out in papers SGS.46-47/06-07;
 - (B) A composite report on the postgraduate course review reports for the 05-06 academic year from across the Faculty of Science as set out in paper SGS 48/06-07.
- (ii) That the Graduate Studies Committee of the Faculty of Science resolved:
 - (A) That the postgraduate (taught and research) annual course review reports for the 05-06 academic year, and the composite report, be approved;
 - (B) That in future years, Doctoral Training Centres be included in the request to provide annual course reviews.
- (iii) That the Graduate Studies Committee of the Faculty of Science recommended to the Board of Graduate Studies that consideration should be given to whether spreading out available financial support by making a larger number of smaller awards might help to increase the intake of research students, noting that it was common across the postgraduate research annual course reviews to regret that lack of funding limited the intake of research students.

CONSIDERED:

- (iv) A composite report on the postgraduate course review reports for the 05-06 academic year from across the Faculty of Science as set out in paper SGS 48/06-07;
- (v) Whether spreading out available financial support by making a larger number of smaller awards might help to increase the intake of research students.

RESOLVED:

- (vi) That the composite report on the postgraduate course review reports for the 05-06 academic year from across the Faculty of Science as set out in paper SGS 48/06-07 be approved;
 - (vii) That the Board did not support the suggestion to spread out available financial support by making a larger number of smaller awards.
- (d) Faculty of Social Studies (minute GFSS 17/06-07 refers).

REPORTED:

- (i) That the Assistant Secretary of the Graduate Studies Committee of the Faculty of Social Studies had not received a complete set of Annual Course Reviews for postgraduate taught and research courses, therefore was unable to compile a composite report for the committee to consider in time for its the meeting on 1 February 2007;
- (ii) That the Graduate Studies Committee of the Faculty of Social Studies resolved:
 - (A) That the Assistant Secretary circulate all received Annual Course Reviews amongst the committee members, along with the proforma for completion;
 - (B) That the deadline for return of completed proforma to the Assistant Secretary would be Friday 16 March 2007;
 - (C) That the Assistant Secretary would prepare a composite report for consideration by the committee at the next meeting on 15 May 2007;
 - (D) That the Graduate Studies Committee of the Faculty of Social Studies seek approval from the Board of Graduate Studies for changing the deadline for Annual Course Review Reports for Postgraduate Taught and Research courses to the end of the second term to allow departments to take into consideration reports from external examiners, which are not always available by the beginning of the second term.

CONSIDERED:

Whether to change the deadline for Annual Course Review Reports for Postgraduate Taught and Research Courses to the end of the second term.

RESOLVED:

That the Board did not support a change to the deadline for submission of the Annual Course Review Reports for Postgraduate Taught and Research Courses, since departments would have received external examiners' verbal reports in time to write the Annual course Review Reports.

- (e) Format of Annual Course Review Reports

CONSIDERED:

The format of the Annual Course Review Reports.

RESOLVED:

That the Chair investigate whether it would be possible for the format of the Annual Course Review Reports to be changed, noting that it would be more helpful if the reports just highlighted problems and potential solutions.

79/06-07 Postgraduate Taught Course Admissions Turnaround Times

RECEIVED:

An oral report from the Chair of the Graduate Studies Committee of the Faculty of Arts on the new two-week turnaround times for postgraduate courses, noting that departments expected to have two weeks to make their decisions, yet in practice they were having much less time.

RL/jg BGS minutes Feb07