

UNIVERSITY OF WARWICK

Board of Graduate Studies

There will be a meeting of the Board of Graduate Studies at 2.00pm on Thursday 16 November 2006 in the Council Chamber, University House

C E Charlton
University Secretary

A G E N D A

1. Minutes of the last meeting

TO CONSIDER:

The minutes of the meeting of the Board held on 12 October 2006.

2. Matters Arising on the Minutes

Integrated Masters degrees (minute 43/05-06 refers)

TO REPORT:

That the Academic Quality and Standards Committee had given its support in principle to the proposal to permit departments in the Faculty of Science to rebrand existing integrated undergraduate Masters degrees as, for example, BSc MPhys, noting that any proposals for such rebranding would be handled by the Sub-Faculty of Science.

3. Membership of the Board 2006/2007

TO REPORT:

That Dr A Stokes has replaced Dr P O'Hare on the Board as a nominee of the Board of the Faculty of Medicine.

4. Membership of Sub-Committees

Graduate Awards and Nominations Sub-Committee

TO REPORT:

That Dr S Allan had been nominated as the remaining representative of the Faculty of Arts.

TO CONSIDER:

The election of representatives to the Graduate Awards and Nominations Sub-Committee, noting that the membership is as follows:

- (a) The Chair of the Board as the Chair.
- (b) The Chairs of the Graduate Studies Committee of the Boards of the Faculties of Arts, Science, Medicine and Social Studies.
- (c) Four members of the Board, one from each of the Faculties:
Faculty of Arts: Dr S Allan
Faculty of Medicine: tbc
Faculty of Science: Professor J Davey
Faculty of Social Studies: Dr D Kelly

5. Appointment of a student to the University Research Ethics Committee (minute 19/06-07 refers)

TO REPORT:

That the Chair, acting on behalf of the Board, had recommended to the University Council the appointment of a final year MBChB student, nominated by the Warwick Medical School, to the University Research Ethics Committee.

6. Chair's Business

- (a) Admissions to taught postgraduate courses

TO RECEIVE:

An oral report from the Chair on admissions to taught postgraduate courses.

- (b) AHRC review of Postgraduate Funding. (minute 13/06-07 refers)

TO REPORT:

That a response to the review of funding had been submitted to the AHRC.

- (c) QAA Institutional Audit

TO REPORT:

That the QAA Institutional Audit had been scheduled for Autumn 2008.

7. Reports from the Chairs of the Graduate Studies Committees

TO CONSIDER:

Oral reports from the Chairs of the Graduate Studies Committees.

8. Postgraduate Committee and Students' Union

TO RECEIVE:

An oral report from the Education Officer.

9. Submission Rates (minute 9/06-07 refers)

TO CONSIDER:

Proposed procedures on Early Submission and Extensions for PhD Students (paper BGS 15/06-07, to follow).

10. Appointment of supervisors (minute 10/06-07 refers)

TO CONSIDER:

Proposed amendments to the *Guidelines on the Supervision and Monitoring of Research Degree Students* concerning the appointment of supervisors as set out below, as discussed at the previous meeting of the Board:

Additions underlined, deletions ~~struck through~~

“Academic Departments are responsible for:

The allocation of supervisors to research degree students, taking account of the subject expertise, skills and experience of staff and the provision of supervision throughout the period of registration, including any possible absences for study leave. Supervision will normally be provided by a designated main supervisor assisted by a team. The Department should check that the roles of the supervisors are clear to both supervisors and students.

Departments are advised to give particular care to arrangements involving an inexperienced supervisor. This applies to members of staff who are on probation and staff with little or no experience of supervising research students in a University environment (even if there is no period of probation).

A department should satisfy itself that a supervisor has received appropriate training and that a satisfactory method for supporting and monitoring all supervisors is in place. At least one of the supervisors should have experience of supervising a research student to successful completion.

Retired members of staff or those on honorary appointments are not eligible to act as sole or main supervisors. A member of staff who has retired from the University should not act as a main supervisor. When allocating supervisors and arranging review panels for research students, departments should bear in mind the need to nominate an internal examiner for the candidate.”

11. Guidelines for the Supervision of Research Students based away from the University (minute 12/06-06 refers)

TO CONSIDER:

Proposed Guidelines for the Supervision of Research Students based away from the University (paper BGS 7/06-07 (revised), copy attached).

12. Amendments to University Regulations (minute 15/06-07 (c) refers)

- (a) Regulations Governing the right of appeal

TO CONSIDER:

Proposed amendments to University Regulation Governing Higher Degrees to provide for the right of appeal for students admitted to a Postgraduate Diploma who are not permitted to upgrade to a Masters course and those admitted to a MPhil/PhD who are not permitted to upgrade to PhD (paper BGS 14 /06-07, to follow).

- (b) Regulation 34 for the Determination of Fitness to Practise

TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Medicine, at its meeting on 24 October 2006, resolved:

“That it was inappropriate for students on the MSc Orthodontic Dentistry to be subject to the University’s Fitness to Practise procedures (set out in Regulation 34) since, as registered practitioners, they were subject to the Fitness to Practise procedures of the General Dental Council. This matter would be taken up by Faculty representatives on the Board of Graduate Studies and the Academic Quality and Standards Committee.”

13. Research Student Induction

TO CONSIDER:

A report summarising student feedback on the Graduate School Induction for Research Students (paper BGS 13 /06-07, copy attached).

14. Award of Merit and Starred Distinction

TO REPORT:

- (a) That the Board, at its meeting of 31 May 2006, resolved that the proposal by the Board of the Faculty of Arts to introduce a merit classification at taught Masters level to distinguish those who have not achieved a distinction but have obtained a high pass mark should be referred to Faculty level for consideration, along with the suggestion that the University introduce a starred distinction.
- (b) That, following requests from the Faculties of Arts and Science, the Graduate School would investigate practice at other universities and report back on this issue to the Board, noting that within the Faculty of Science there was more support for a merit classification than a starred distinction.
- (c) That the Graduate Studies Committee of the Board of the Faculty of Social Studies, at its meeting held on 24 October 2006, resolved:
 - (i) That the Committee did not support the proposal for a starred distinction.
 - (ii) 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:
 - (A) Providing a transcript would detail the quality of a student's performance.
 - (B) The awarding of a merit could persuade students to be cautious in their choice of modules.
 - (C) Departmental choice rather than a centrally imposed policy was preferred.

15. WPRS Selection process (minute 08/06-07 refers)

TO REPORT:

- (a) That the Faculty Graduate Studies Committees had been consulted over their possible involvement in the selection process for the Warwick Postgraduate Research Scholarships scheme.
- (b) That the Graduate Studies Committees of the Boards of the Faculties of Arts and Medicine had expressed an interest in involvement in the selection process for 2007 entry.
- (c) That the Faculty of Science had indicated a preference for an allocation of awards to faculties in the future and had also suggested that consideration be given to a mechanism for targeting areas where demand from students is high but there is a lack of financial support.

TO CONSIDER:

Faculty involvement in the WPRS Selection process for 2007/2008 entry.

16. Annual Course Review 2004/05, Faculty of Science

TO REPORT:

That the Academic Quality and Standards Committee, at its meeting of 7 June 2006, had considered a memo from the Faculty of Science that explained the lack of a Summary Report of Postgraduate Annual Course Review reports and resolved that the Chair of the Faculty of Science contact the Heads of the departments for which no Annual Course Report had been received to inform them that the Committee had set a deadline for their receipt of Friday 16 June 2006.

TO CONSIDER:

A Summary Report of Annual Reviews of Postgraduate Courses (2004/2005, paper SGS 12/06-07, copy attached), noting that departments that had not submitted an Annual Report for 2004-05 had been asked by the Faculty of Science to submit a report for 2004/05 and 2005/06 by the 1 January deadline.

17. HEA Survey

TO CONSIDER:

A letter from the HEA proposing a survey of postgraduate students (paper BGS 16/06-07, to follow).

18. New Course Proposals

(a) Faculty of Arts

TO CONSIDER:

A proposal from the Department of History for the introduction of a new online MA with effect from October 2007, noting that the Graduate Studies Committee of the Board of the Faculty of Arts, at its meeting held on 24 October 2006, recommended that the proposal be approved as set out in paper AGSC 04/06-07, copy attached), subject to:

- (i) The requirement that the Department of History provide a report on the progress of the course to the Graduate Studies Committee in the Summer Terms of 2008, 2009 and 2010 to include the following information:
 - (A) Staff time taken in administering and teaching the course.
 - (B) Recruitment statistics, including the quality of the student intake.
 - (C) Academic progress of students following the course.
 - (D) Drop-out rates from the course.
- (ii) Professor Labbe and Dr Allan becoming members of the monitoring board for the course.

(b) Faculty of Science

(i) MSc in Computer Science and Applications

TO REPORT:

That the Board, at its meeting of 31 May 2006, resolved that a proposal from the Department of Computer Science for the

introduction of a MSc in Computer Science and Applications be reconsidered in the Autumn Term 2006, noting that the Board endorsed the recommendations of the Graduate Studies Committee of the Board of the Faculty of Science and that the proposal be referred back to the Department for clarification of:

- (A) Entry points
- (B) CATS weightings
- (C) Whether all modules are M level
- (D) Whether pass mark is only defined by passing 50% or whether there is a limit on the number of modules that can be failed.
- (E) The removal of "no research content" comments from the proposal.

TO CONSIDER:

A revised proposal for the introduction of a MSc in Computer Science and Applications in Autumn 2007 as set out in paper SGS 43/05-06 (revised), copy attached, noting that the Graduate Studies Committee of the Board of the Faculty of Science at its meeting of 25 October 2006 recommended that the proposal be approved subject to the following amendments:

- (A) Clarification of whether and how the diploma and certificate would operate as entry and exit points.
- (B) Further evidence of the academic rationale, market for uptake of this degree course and, in particular, its distinctiveness from courses offered by other universities.
- (C) Submission of the Research Project module proposal form.
- (D) Clarification of whether all MOAC modules listed were current modules.

(ii) Department of Statistics

TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Science, at its meeting of 25 October 2006, considered a proposal from the Department of Statistics for a restructuring of the MSc in Statistics and recommended that the proposal be approved subject to the following amendments:

- (A) Clarification of whether a Postgraduate Certificate would be offered in addition to a Postgraduate Diploma and whether these should be offered as entry points.
- (B) The addition of the Research Project to the module list
- (C) Clarification of whether the Seymour formula would operate for the MSc as well as for the Diploma.

TO CONSIDER:

A proposal for the restructuring of the MSc in Statistics (paper SGS 22/06-07, copy attached) together with revised course regulations (paper SGS 23/06-07, copy attached).

(iii) Warwick HRI

TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Science, at its meeting of 25 October 2006, considered a proposal from Warwick HRI for the introduction of a MSc in Modelling Biological Populations and Interactions (papers SGS 25-26/06-07) and recommended that the proposal be approved subject to the following amendments:

- (A) The addition of a Postgraduate Certificate as an exit point.
- (B) The labelling of the Project module as "Core for MSc".

TO CONSIDER:

A proposal from Warwick HRI for the introduction of an MSc in Modelling Biological Populations and Interactions (papers SGS 25-26/06-07, copies attached).

(iv) Department of Physics

TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Science, at its meeting of 25 October 2006, considered a proposal from the Department of Physics for the introduction of an integrated MSc and PhD in Complexity Science (paper SGS 35/06-07) and recommended that the proposal be approved subject to the submission to the next meeting of a Course Specification, Course Regulations and module proposals, noting that these had not been prepared due to difficulties with the online forms.

TO CONSIDER:

A proposal from the Department of Physics for the introduction of an integrated MSc and PhD in Complexity Science (paper SGS 35/06-07, copy attached).

(c) Faculty of Social Studies

(i) Warwick Business School

TO CONSIDER:

The following proposals from the Warwick Business School, noting that the Graduate Studies Committee of the Board of the Faculty of Social Studies, at its meeting held on 24 October 2006, recommended that the following proposals be approved:

- (A) Revisions to the Diploma in Applied Management (papers GFSS 30-32/06-07, copies attached).
- (B) Revisions to the Diploma in Service Leadership (papers GFSS 45-46/06-07, copies attached).
- (C) The introduction of a new PhD in Finance (papers GFSS 67-68/06-07, copies attached), subject to clarification of the course duration.

(ii) Institute of Education

TO CONSIDER:

The following proposals from the Institute of Education, noting that the Graduate Studies Committee of the Board of the Faculty of Social Studies, at its meeting held on 24 October 2006, recommended that the following proposals be approved:

- (A) Postgraduate Award in The Teaching of Shakespeare in Theory and Practice (for Actors and Artists), as set out in papers GFSS 80a and B/06-07, copies attached.
- (B) Revisions to the existing Postgraduate Award Introduction to Gifted and Talented Education (Science) as set out in papers GFSS 96-98/06-07, copies attached.
- (C) Revisions to the existing Postgraduate Award Introduction to Gifted and Talented Education (Mathematics) as set out in papers GFSS 96, 99 and 100/06-07, copies attached.
- (D) Revisions to the MA Childhood in Society (open dissertation route), papers GFSS 81 a and b/06-07, copies attached.

(iii) School of Health and Social Studies

TO CONSIDER:

A proposal from the School of Health and Social Studies for the introduction of a MA in Islam in a Global Society, noting that the Graduate Studies Committee of the Board of the Faculty of Social Studies, at its meeting held on 24 October 2006, recommended that the proposal be approved as set out in papers GFSS 88-89/06-07, copies attached.

20. Any Other Business