

# UNIVERSITY OF WARWICK

## Board of Graduate Studies

Minutes of the Board of Graduate Studies meeting held on Thursday 11 October 2007.

Present: Professor L Bridges (Chair), Professor M Thorogood (Deputy Chair), Professor S Breslin, Dr A Clark, Dr A Dowd, Professor J Faundez, Professor L Green, Professor J Labbe, Dr D Leadley, Professor P Marshall, Dr Z Newby, Professor E Peile, Mr P Ptashko, Professor H Smith, Dr A Stokes, Professor A Sturdy.

Apologies: Professor R Napier, Dr N Stocks.

In attendance: Dr R Hardy (for item 15/07-08), Professor A Rodger (for item 10(k)/07-08).

01/07-08 Terms of Reference

### REPORTED:

That the terms of reference of the Board are as follows:

- (a) To regulate the admission of all graduate students and, subject to the Higher Degrees Regulations, the initial conditions of registration and any change of these conditions;
- (b) To make recommendations to the Senate, after consultation with the Faculty Boards, Departments and Graduate Studies Committees, if appropriate, on all matters to do with graduate study in the University;
- (c) To make recommendations on the appropriate provision of academic resources and social facilities for graduate students in the University;
- (d) To make awards established from University funds to graduate students and to nominate students for graduate awards made by external bodies;
- (e) To advise the Senate on any general or specific strategic considerations regarding graduate study or research in the University;
- (f) To review periodically all graduate courses in the University;
- (g) To scrutinise all new postgraduate degree and course proposals and recommend approval to the Senate via the Academic Quality and Standards Committee;
- (h) To advise the Academic Quality and Standards Committee on matters relating to examinations for graduate degrees;
- (i) To advise the Academic Quality and Standards Committee on the role of internal and external examiners for graduate degrees;
- (j) To report to the Academic Quality and Standards Committee annually on the issues raised in reports by external examiners.

02/07-08 Membership of the Board 2007/2008

REPORTED:

- (a) That the membership of the Board for 2007/08 is as set out in paper BGS 1/07-08;
- (b) That Professor M Thorogood would serve as Deputy Chair of the Board in 2007-08.

03/07-08 Membership of Sub-Committees

Graduate Awards and Nominations Sub-Committee

CONSIDERED:

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  
Faculty of Medicine  
Faculty of Science  
Faculty of Social Studies

RESOLVED:

- (d) That the Chair of the Graduate Studies Committee of the Board of the Faculty of Arts would nominate a member of staff from the Faculty of Arts to serve in her place whilst she was on study leave in Term 2;
- (e) That the Chairs of the Graduate Studies Committees of the Boards of the Faculties would inform the Secretary which other member of the Board from their Faculty, as set out in (c) above, would serve on the Graduate Awards and Nominations Sub-Committee;

4/07-08 WPRS Selection Procedure

CONSIDERED:

Whether the Board wished to continue with the Faculty-level selection procedure, noting that if so:

- (a) Each Faculty would nominate four members, including the Chair of the Graduate Studies Committee, to consider WPRS applications on behalf of the Faculty, noting that this would contribute 50% of the applicants' scores in the selection process, and that Chairs of the Graduate Studies Committees would be responsible for nominating additional selectors from their Faculties in advance of the next meeting of the Board;

- (b) No member of a department would be permitted to consider an application to his/her own department or, in the case of the Medical School, no member of an institute would be permitted to consider an application to his/her own institute.

RESOLVED:

That the Board wished to continue with the Faculty-level selection procedure, as set out above.

05/007-08 Nomination for Membership of the Board of Undergraduate Studies

CONSIDERED:

The nomination of a representative of the Board to serve on the Board of Undergraduate Studies.

RESOLVED:

That the following members of the Board would serve on the Board of Undergraduate Studies:

Dr Z Newby in Term 1  
Dr S Allen in Terms 2 and 3

06/07-08 Nomination for Membership of the Campus Life Committee

REPORTED:

That the Chair would continue to serve as representative of the Board on the Campus Life Committee.

07/07-08 Nomination of Student Member on the University Research Ethics Committee

REPORTED:

That the Chair had approved for recommendation to the Council the nomination of Ms E Suckle, a PhD student in the Department of Politics and International Studies, as the student member on the University Research Ethics Committee.

08/07-08 Minutes of the last meeting

RESOLVED:

The minutes of the meeting of the Board held on 7 June 2007.

09/07-08 Matters arising on the minutes

- (a) Correction to the Minutes of the Meeting on 7 June 2007 (minute 120(b)(iii)/06-07 refers)

REPORTED:

That Minute 120(b)(iii)/06-07, should read:

~~(Deletions struck through)~~

## MSc Research Methods

### REPORTED:

That the Graduate Studies Committee of the Faculty of Medicine, at its meeting on 15 May 2007, recommended that the revisions to the MSc Research Methods be approved as set out in paper GCFM29/06-07.

### RECEIVED:

~~An oral report from Dr A Stokes from Warwick Medical School, providing confirmation that this was a module and not a Postgraduate Award, hence that this did not need consideration by the Board of Graduate Studies.~~

### (b) Study Space for Postgraduate Students

#### RECEIVED:

An oral report from the Chair noting that Room S2.82 was now available to postgraduate research students in Philosophy and CELTE.

### (c) Accreditation of Prior Learning (minutes 110/06-07, Senate 94(b)/06-07 and AQSC 76/06-07 and 88(c)/06-07 refer)

#### REPORTED:

That the Senate resolved that the policies on the accreditation of prior learning be revised as set out in paper AQSC 77/06-07 (revised 3), including the accumulation of modules towards qualifications and a process to consider proposals for blanket exemptions for holders of named qualifications from specified elements of particular Warwick courses.

### (d) Graduate Diploma in English and Engineering Management (minute 119(c)(ii)/06-07 refers)

#### REPORTED:

(i) That the Academic Quality and Standards Committee, at its meeting on 14 June 2007, considered the qualification name and resolved:

(A) That, pending the adoption of the national qualifications framework proposed by the Burgess Group and subsequent consideration of the inclusion of "Graduate Diploma" in the University's list of qualifications, set out in Ordinance 14, the Committee not recommend the introduction of a qualification name of "Graduate Diploma", it being noted that a number of Diplomas consisting of 120 credits at level H are already offered by the University;

(B) That a new course 'Diploma in English Language and Engineering Management' be approved as set out in paper SGS 57/06-07, subject to the clarifications requested by the Graduate Studies Committee of the

Faculty of Science.

- (ii) That WMG and CELTE had agreed to split the fees at undergraduate Band 1 level 50/50;
  - (iii) That unless Home/EU students were recruited, there would be no implications for HEFCE numbers.
  - (iv) That the Chair of the Board, acting on its behalf, had subsequently taken action to approve the revised proposal for a Diploma in English Language and Engineering Management, as set out in paper SGS 57a/06-07 (revised).
- (e) MA Humanitarianism and Security (minute 120(d)(i)/06-07 refers)

REPORTED:

- (i) That the Board, at its last meeting, considered:
  - (A) The proposal to introduce a new MA entitled 'Humanitarianism and Security', as set out in papers GFSS 214/06-07 (revised) and GFSS 216/06-07 (revised);
  - (B) The course regulations, as set out in paper GFSS 301/06-07, noting that these had not yet been considered by the Graduate Studies Committee of the Faculty of Social Studies.
- (ii) That the Board resolved that the proposal to introduce a new MA entitled 'Humanitarianism and Security' be approved in principle only, noting that:
  - (A) The block teaching delivery proposal did not currently fit with departments other than Warwick Medical School;
  - (B) Only the health stream should currently be advertised as available for those intending to study in one week blocks over three terms;
  - (C) The relevant departments should give further consideration to the availability of teaching in one week blocks on the other streams, prior to an amended proposal coming back to the Board.

CONSIDERED:

- (iii) The proposal to introduce a new MA entitled 'Humanitarianism and Security', as set out in papers GFSS 214/06-07 (revised2) and GFSS 216/06-07 (revised2), noting that the revisions had not yet been considered by the Graduate Studies Committee of the Faculty of Social Studies;
- (iv) The course regulations, as set out in paper GFSS 300/06-07 (revised), noting that the revisions had not yet been considered by the Graduate Studies Committee of the Faculty of Social Studies.

- (v) Diagrammatic representation of course structure, as set out in BGS 3/07-08.

RESOLVED:

- (vi) That the proposal to introduce a new MA entitled 'Humanitarianism and Security', as set out in papers GFSS 214/06-07 (revised2) and GFSS 216/06-07 (revised2) be approved, subject to the approval of the revisions by the Graduate Studies Committee of the Faculty of Social Studies;
- (vii) That the course regulations, as set out in paper GFSS 300/06-07 (revised), be approved, subject to the approval of the revisions by the Graduate Studies Committee of the Faculty of Social Studies.

- (f) MA in Writing (minute 116/06-07 refers)

REPORTED:

- (i) That the Board, at its last meeting, had resolved that the proposal from the Department of English and Comparative Literary Studies for modifications to the MA in Writing, as set out in paper BGS 64/06-07, be approved in principle, noting that the Chair would consider the full proposal over the Summer Vacation;
- (ii) That the Chair of the Graduate Studies Committee of the Faculty of Arts, acting on its behalf, had subsequently taken action to approve the full proposal as set out in AGSC 48/06-07;
- (iii) That further modifications had been made to the full proposal, so that students now had a choice between 'Fiction Workshop 1' and 'Writing and Practice of Literature' as Core module.

CONSIDERED:

The full proposal for modifications to the MA in Writing (paper AGSC 48/06-07), noting that it did not include the modification set out in (iii) above.

RESOLVED:

That the full proposal for modifications to the MA in Writing, as set out in paper AGSC 48/06-07, be approved, subject to the submission of an amended course proposal form to include (iii) above.

10/07-08

Chair's Business

- (a) Software Licence

REPORTED:

That the licence for Turnitin was renewed for 2 years on 1 August 2007 and is valid until 31 July 2009.

- (b) CURL Library Programme (minute S74/06-07 refers)

REPORTED:

- (i) That the Vice-Chancellor reported to the Senate, at its meeting on 20 June 2007, that the University's bid to the Wolfson Foundation for funding under the second round of the Wolfson CURL Library Programme to support the development within the library of a flagship postgraduate research support facility had been successful in securing a total of £250k towards the project;
- (ii) That the University had matched the £250k funding provided by the Wolfson Foundation;
- (iii) That the plan was for the postgraduate research support facility to be built during the current refurbishment of the University Library.

(c) Commonwealth Shared Scholarships Scheme

REPORTED:

That the University's original award of 5 places on the Commonwealth Shared Scholarships Scheme had been increased to 6 and that this scholarship had been offered to WMG.

(d) Payment of Postgraduate Research Students for Teaching (minutes 92/06-07 and 102(e)/06-07 refer)

RECEIVED:

An oral report from the Chair, noting that the Graduate School would be gathering information from departments on a variety of issues concerning postgraduate research students, including payment for teaching, over the coming months to assist the implementation of the University Strategy.

(e) Postgraduate Student Registration (minutes 45c(iii)/06-07, 66/06-07 and 93/06/07 refer)

RECEIVED:

An oral report from the Chair, noting that discussions concerning flexible part-time postgraduate student registration were ongoing (paper BGS 33/06-07).

(f) Graduate School ASDAR and University Strategy

REPORTED:

That the University Strategy included under Section 2 "Make the Graduate School a more effective force, examining postgraduate provision and delivery to maintain Warwick's reputation for innovation at this level."

RECEIVED:

An oral report from the Chair on the outcome of the ASDAR of the Graduate School, noting there would be further discussion at a future meeting of the Board.

- (g) University Strategy for Increasing Postgraduate Research Student Numbers (minutes 65/06-07 and 91/06-07 refer)

RECEIVED:

An oral report from the Chair on the target within the University Strategy to double postgraduate research student numbers by 2014.

- (h) PhD Qualification rates

CONSIDERED:

A table using data from HEFCE Publication 2007/29 showing Research Degree Qualification Rates for UK universities (paper BGS 16/07-08).

Note: The HEFCE “Qualification Rate” is derived from the number of qualifiers divided by the total population, calculated over a seven year period. More information is available in HEFCE publication 2007/29 at [www.hefce.ac.uk](http://www.hefce.ac.uk).

RESOLVED:

That the Graduate School carry out some analysis of withdrawals from research degrees to ascertain whether this was also a contributing factor to the qualification rate.

- (i) Fees Working Group

RECEIVED:

An oral report from the Chair on discussions at the Fees Working Group concerning the level of fees to be charged for split-site PhDs and the fee level for taught Masters courses within the Faculty of Arts.

- (j) Warwick Interdisciplinary Science Postgraduate Certificate in Transferable Skills (minutes 119(i)/06-07 and SGS 49(d)/06-07 refer)

REPORTED:

- (i) That the Graduate Studies Committee of the Faculty of Science, at its meeting on 16 May 2007, considered a proposal in principle for a new course ‘Postgraduate Certificate in Transferable Skills’ (SGS.67(a)-(c)/06-07);
- (ii) That the Graduate Studies Committee of the Faculty of Science resolved that the proposed new course be approved in principle as set out in papers SGS.67(a)-(c)/06-07 subject to:
- (A) Submission of the full paperwork for a formal course proposal;
- (B) Removal of the limitation of this course to full-time students.
- (iii) That the Chair of the Graduate Studies Committee of the Faculty of Science, acting on its behalf, had subsequently taken action to approve the course proposal, as set out in paper 67(d)/06-07.



CONSIDERED:

- (iv) Course Specification for the Warwick Interdisciplinary Science Postgraduate Certificate in Transferable Skills (paper SGS 67(b)/06-07);
- (v) Course Regulations for the Warwick Interdisciplinary Science Postgraduate Certificate in Transferable Skills (paper SGS 67(c)/06-07);
- (vi) The proposal for a new course 'Postgraduate Certificate in Transferable Skills' (paper SGS.67(d)/06-07);
- (vii) Supplementary Notes on the application for approval of the new course 'Postgraduate Certificate in Transferable Skills' (paper BGS 2/07-08).

RESOLVED:

That the proposal, course specification and Course Regulations for the new course 'Postgraduate Certificate in Transferable Skills', as set out in papers SGS.67(b)-(d)/06-07), be approved, subject to:

- (viii) The title being amended to the 'Warwick Interdisciplinary Science Postgraduate Certificate in Transferable Skills' throughout the course proposal paperwork;
- (ix) The introduction of a Postgraduate Award as an exit qualification;
- (x) The appointment of an external examiner to the Board of Examiners.

11/07-08

Chair's Action

(a) Faculty of Arts

(i) MA Humanities (Caribbean Studies)

REPORTED:

- (A) That the Centre for Caribbean Studies had requested that 120 CATS be allocated to the dissertation and 30 CATS each for two essays for two students on the MA Humanities (Caribbean Studies) in 2006-07;
- (B) That the Chair, acting on behalf of the Board, had approved this request.

(ii) IESA MA in History and Business of Collecting (Minute 50/05-06(f)(ii))

REPORTED:

That the Chair of the Board, acting on its behalf, had approved the changes and clarifications requested by the Board at its meeting on 16 February 2006.

(b) Faculty of Medicine

(i) Delivery of Sexual Health Care (GCFM minutes 21/06-07 and 32(d)/06-07 refer)

REPORTED:

(A) That the Chair of the Graduate Studies Committee of the Faculty of Medicine, acting on its behalf, had taken action to approve the amendments to the module and Postgraduate Award entitled 'Delivery of Sexual Health Care', as set out in DMAP 42/06-07 (revised);

(B) That the Chair of the Board, acting on its behalf, had subsequently taken action to approve the amendments to the module and Postgraduate Award entitled 'Delivery of Sexual Health Care', as set out in DMAP 42/06-07 (revised).

(ii) Developing Leaders in Healthcare (minute 119(b)(ii)/06-07 refers)

REPORTED:

(A) That the Chair of the Graduate Studies Committee of the Faculty of Medicine, acting on its behalf, had taken action to approve the proposal for a new PGA in Developing Leaders in Healthcare Education, as set out in paper DMAP 67/06-07, following its revision to the satisfaction of the Committee;

(B) That the Chair of the Board, acting on its behalf, had subsequently taken action to approve the proposal for a new PGA in Developing Leaders in Healthcare Education, as set out in paper DMAP 67/06-07.

(iii) MSc Research Methods (minute 120(b)(iii)/06-07 and agenda item 8(a) above refer)

REPORTED:

(A) That the Graduate Studies Committee of the Faculty of Medicine, at its meeting on 15 May 2007, recommended that the revisions to the MSc Research Methods be approved as set out in paper GCFM29/06-07;

(B) That the Chair of the Board, acting on its behalf, had subsequently taken action to approve the revisions to the MSc Research Methods, as set out in paper GCFM29/06-07.

(iv) Palliative Care in Non-Cancer Diagnosis (minute 120(b)(ii)/06-07 refers)

REPORTED:

(A) That the Chair of the Graduate Studies Committee of the

Faculty of Medicine, acting on its behalf, had taken action to approve revisions and a change in name for the module and Postgraduate Award 'Palliative Care in Non-Cancer Patients', noting that its new name was 'Palliative Care in Long-Term Conditions', as set out in DMAP 57/06-07;

- (B) That the Chair of the Board, acting on its behalf, had subsequently taken action to approve revisions and a change in name for the module and Postgraduate Award 'Palliative Care in Non-Cancer Patients', noting that its new name was 'Palliative Care in Long-Term Conditions', as set out in DMAP 57/06-07.

(c) Faculty of Science

(i) MSc Systems Biology (minute 120(c)(i)/06-07 refers)

REPORTED:

- (A) That the Board, at its last meeting, resolved that the course specification for the MSc in Systems Biology, as set out in paper SGS.54/06-07, be considered for Chair's Action once the clarifications sought by the Graduate Studies Committee of the Faculty of Science had been approved by its Chair;
- (B) That the Chair of the Graduate Studies Committee of the Faculty of Science had subsequently taken action to approve the revised course specification, as set out in SGS 54/06-07 (revised);
- (C) That the Chair of the Board, acting on its behalf, had taken action to approve the MSc in Systems Biology, as set out in paper SGS.54/06-07 (revised).

(ii) Warwick Manufacturing Group

REPORTED:

- (A) That the Chair of the Board, acting on its behalf, had approved the change in name from MSc in Engineering Enterprise Excellence (H108) to MSc in Management for Business Excellence, noting that Warwick Business School had no objection to the proposed change in name;
- (B) That the Deputy Chair of the Graduate Studies Committee of the Board of the Faculty of Science had approved the change in name on behalf of the Committee.

(d) Faculty of Social Studies

(i) PhD in Economics (minutes 100(c)/06-07 and 103(b)/06-07 refer)

REPORTED:

- (A) That the Board, at its last meeting, considered:

- (1) A proposal form for a restructured PhD Economics degree course (papers BGS 39/06-07(revised) and BGS 63/06-07);
  - (2) A revised set of PhD course regulations (paper BGS 40/06-07(revised));
  - (3) A copy of the memorandum sent by Professor Harrison to the Chair of the Academic Resourcing Committee concerning the fee implications of the fourth year (paper BGS 62/06-07).
- (B) That the Board resolved that the proposal for a restructured PhD Economics degree course be approved, subject to the amendment of the procedures for the award of the exit qualification at the end of the first year, noting that the award of the Diploma should not be 'discretionary' if the students had reached the required standard.
- (C) That the Chair of the Board, acting on its behalf, had subsequently taken Chair's action to approve paper BGS 40/06-07(revised 2).

(ii) MPhil/PhD in Health Care (minute 119(d)(iii)(A)/06-07 refers)

REPORTED:

That following 'in principle' approval at the last meeting of the Board, the Chair of the Board, acting on its behalf, had taken action to approve the full proposal for an MPhil/PhD in Health Care, as set out in paper BGS 52/06-07 (revised).

(iii) MPhil/PhD in Nursing (minute 119(d)(iii)(B)/06-07 refers)

REPORTED:

That following 'in principle' approval at the last meeting of the Board, the Chair of the Board, acting on its behalf, had taken action to approve the proposal for an MPhil/PhD in Nursing, as set out in paper BGS 53/06-07 (revised).

(iv) Fitness to Practise Regulation: Diploma and Postgraduate Diploma in Specialist Social Work (Adults) and Specialist Social Work (Children and Young People, their Families and Carers)

REPORTED:

- (A) That as a result of the restructuring of Social Work education and training, the School of Health and Social Studies had introduced new Diploma and Postgraduate Diploma courses in Specialist Social Work (Adults) and Specialist Social Work (Children and Young People, their Families and Carers). Following advice from the General Social Care Council, students on these courses should be subject to fitness to practise provisions, just as students on the MA in Social Work are;

- (B) That as a result of (A) above, the Chair of the Graduate Studies Committee of the Faculty of Social Studies, acting on its behalf, had approved changes to the following regulations:
- (1) Regulation 34 for the Determination of Fitness to Practise;
  - (2) Regulation 6.3 Governing Admission to Courses of Study;
  - (3) Regulation 13.2 Governing the Continuation of Registration;
  - (4) Regulation 33 Governing Temporary Withdrawal from the University.
- (C) That the Chair of the Graduate Studies Committee, acting on its behalf, had subsequently taken action to approve the changes to the regulations listed in 1-4 above;
- (D) That the Chair of the Board, acting on its behalf, had subsequently taken action to approve the changes to the regulations listed in 1-4 above.

12/07-08 Postgraduate Committee and Students' Union

RECEIVED:

An oral report from the Education Officer.

13/07-08 Postgraduate Decliner Survey and Postgraduate Arrival Survey December 2006

CONSIDERED:

The Postgraduate Decliner Survey and Postgraduate Arrival Survey December 2006 (Paper BGS 4/07-08).

RESOLVED:

That the Head of Student Admissions & Widening Participation and Assistant Registrar (Postgraduate Admissions) be asked to prepare a report on the implementation of measures to improve turnaround times for postgraduate applications for consideration at a future meeting of the Board.

14/07-08 Guidelines on the Supervision and Monitoring of Postgraduate Research Students

RECEIVED:

Memo regarding Procedures for Dealing with Postgraduate Research Students not making Adequate Progress with Research (paper BGS 6/07-08).

CONSIDERED:

The amendments to the *Guidelines on the Supervision and Monitoring of*

*Postgraduate Research Students*, as set out in paper BGS 5/07-08.

RESOLVED:

That the *Guidelines* be revised in line with discussions at the meeting and reconsidered together with the Annual Report Form at the next meeting of the Board.

15/07-08 Report on the Graduate Skills Programme

RECEIVED:

A report on the Graduate Skills Programme (paper BGS 13/07-08).

16/07-08 Academic Satisfaction Review (minutes 83(c)/06-07 and 111/06-07 and AQSC 62/06-07 and 102/06-07 refer)

REPORTED:

- (a) That the Board, at its last meeting, resolved that:
- (i) The Chair ask the Academic Quality and Standards Committee for an immediate review of the mechanism of the Academic Satisfaction Review, noting that:
    - (A) There were very low rates of survey completion, reducing the reliability of the data;
    - (B) Students could not easily see the value of participating in the survey;
    - (C) If a Review Group was established it should have representation from the student body and from experts in survey design who were not currently involved in the Academic Satisfaction Review.
  - (ii) That the Board of Graduate Studies at its meeting on 7 June 2007 resolved that the Chair raise at the next meeting of the Academic Quality and Standards Committee a suggestion to conduct exit interviews for postgraduate taught students as an effective means of acquiring reliable information on student satisfaction.
- (b) That the Academic Quality and Standards Committee, at its last meeting, resolved that:
- (i) A thorough review be conducted during the summer of the various questionnaires, reviews and surveys currently in use for gathering feedback from students, including the Academic Satisfaction Review, the National Student Survey, the International Student Barometer and surveys within departments, with a view to ensuring their utility and identifying mechanisms to prevent survey fatigue, while recognising the benefits of conducting surveys which ask the same questions of all students or all members of particular groups of students;
  - (ii) That the review take advantage of the wide range of expertise in

survey design, implementation and analysis available across the University;

- (iii) That the review also consider the Board of Graduate Studies' suggestion that departments conduct exit interviews with postgraduate taught students at or near the end of their courses.

17/07-08 Arts and Humanities Research Council's new Block Grant Partnership Scheme

CONSIDERED:

A report from the Chair of the Graduate Studies Committee of the Faculty of Arts on the Arts and Humanities Research Council's new Block Grant Partnership Scheme (paper BGS 14/07-08).

RESOLVED:

That the Chair attend the next meeting of the Graduate Studies Committee of the Faculty of Arts for discussion of this item and subsequently report to the Board.

18/07-08 Postgraduate Issues raised by the Graduate Studies Committee of the Faculty of Arts in May 2007 (minute AGSC 38/06-07 refers)

REPORTED:

- (a) That the Board of the Faculty of Arts, at its meeting on 14 February 2007, considered:

Issues raised in the meeting of the Board of the Faculty of Arts held on 24 May 2006 in relation to postgraduate programmes, student numbers, English language capability, submission rates, Research Council funding bids and use of awards;

And resolved:

That the postgraduate issues outlined in Minute BFA 41b/05-06 should be referred to the Graduate Studies Committee for consideration.

- (b) That the Graduate Studies Committee of the Faculty of Arts considered the issues outlined in Minute 41b/05-06 at its meeting on 15 May 2007 and recommended that:
  - (i) The Centre for English Language Teacher Education should be asked to consider developing an academic writing programme to support postgraduate overseas students;
  - (ii) The Language Centre should be asked to consider developing academic language programmes to support the needs of postgraduate students;
  - (iii) A needs analysis should be carried out at the point of application to assess the language and training support required by individual postgraduate students;
  - (iv) The idea of a four year PhD structure be explored for students in the Faculty of Arts who need to learn new skills for their PhD;

- (v) The idea of a four year undergraduate degree leading to a combined BA/MA should be explored for students in the Faculty of Arts, where the fourth year is taught at M level and where any language and/or other skills education necessary for the PhD is attained.
- (c) That the Board of the Faculty of Arts, at its meeting on 30 May 2007, resolved that the recommendations of the Graduate Studies Committee be progressed by the Faculty.

19/07-08 Amendment to Regulation 15 for Higher Doctorates

CONSIDERED:

- (a) A copy of Regulation 15 and the current application form for Higher Doctorates at the University of Warwick (papers BGS 7-8/07-08);
- (b) A paper on the regulations governing Higher Doctorates at other universities (paper BGS 9/07-08).

RESOLVED:

That a proposal for amendment to Regulation 15 be considered at the next meeting of the Board, noting that the Higher Doctorate should only be awarded to candidates whose work represents a sustained and distinguished contribution to their subject.

20/07-08 Award of Merit and Starred Distinction on taught Masters courses (minutes 34/06-07, 54/06-07 and 63/06-07 and AQSC 38/06-07 refer)

REPORTED:

- (a) That the Secretary had conducted a survey of departmental practices in relation to informal merit awards, including information on the criteria currently used by departments, and had learned the following:
  - (i) That of the seven departments which responded to the survey, none currently awarded Merit;
  - (ii) That only one of these seven departments expressed an interest in being able to award Merit.
- (b) That the Secretary had been informed that an informal merit does not appear on a student's transcript.

CONSIDERED:

Current departmental practice in relation to informal merit awards, as outlined above.

RESOLVED:

That the Board had no objection to the use of informal merit or starred distinctions as a means of recognising student performance within departments or for use in reference letters, noting that there was no support for award of merit and starred distinction at University level.



21/07-08 Transfer of Students to the University of Warwick from Other Universities

CONSIDERED:

Proposed amendments to procedures relating to the transfer of students to the University of Warwick from other universities (paper BGS 10/06-07).

RESOLVED:

That the proposed amendments to the current procedures relating to the transfer of students to the University of Warwick from other universities, as set out in paper BGS 10/07-08, be approved subject to the inclusion of the stipulation that students should normally secure the agreement of their original university before their transfer to Warwick.

22/07-08 QAA Consultation on doctoral degrees (minute 117/06-07 refers)

REPORTED:

- (a) That the Board, at its last meeting, considered a consultation paper published by the QAA on doctoral degrees, as set out in paper BGS 55/06-07, and resolved that:
- (i) That the Secretary collate any comments members of the Board wished to make;
  - (ii) That the Chair and Secretary draft a response on behalf of the Board and circulate this to members for further comment before sending it.
- (b) That the Chair had subsequently submitted a response from the University to the QAA Consultation on doctoral degrees on 12 July 2007, as set out in BGS 11/07-08.

23/07-08 MSc Economics (Minutes 76/06-07 and GFSS 37/05-06 refer)

REPORTED:

- (a) That the Graduate Studies Committee of the Faculty of Social Studies, at its meeting on 10 May 2006, recommended to the Board that the proposal to reform the MSc Economics programme be approved as set out in GFSS 335/05-06, subject to:
- (i) The submission of signed Course Specifications for each variant of the new programme;
  - (ii) Clarification of whether each variant would be available as a Postgraduate Diploma as exit qualifications;
  - (iii) Clarification of whether the department is seeking extra resource in connection with this reform.
- (b) That the Graduate Studies Committee of the Faculty of Social Studies reported at its meeting on 1 February 2007, that its Chair had taken action to approve the proposal for reform of the MSc Economics programme, having received 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;

- (c) That the Board, at its meeting on 22 February 2007, resolved that the proposal for reform of the MSc Economics 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;
- (d) That following discussion between the Department of Economics and Warwick Business School over the summer, the Department of Economics had agreed to rename one of the variants of the new MSc Economics Programme, thus changing the course name from MSc Economics and International Finance to MSc Economics and International Financial Economics;
- (e) That the Chair of the Board, acting on its behalf, had taken Chair's action to approve the proposal for the variant MSc Economics and International Financial Economics to start in 2007-08, subject to full proposals for the other three variants of the MSc Economics programme being considered by the Board at a later date.

24/07-08 Amendments to Regulation 6

CONSIDERED:

A proposal to amend Regulation 6 Governing Admission to the University, as set out in paper BGS 12/07-08.

RECOMMENDED:

That the proposal to amend Regulation 6 Governing Admission to the University, as set out in paper BGS 12/07-08, be approved.

25/07-08 Graduate School Conference Funding

REPORTED:

That the Graduate School has historically had available very limited funds within the scholarships budget to support research students who wish to attend conferences.

CONSIDERED:

A proposal that;

- (a) Given changes to University financial arrangements over recent years, departments be advised that, under normal circumstances they would be expected to determine an allocation of expenses for research students, which might cover conferences, fieldwork and other research or research training costs;
- (b) In exceptional circumstances a Director of Graduate Studies may approach the Graduate School for assistance with conference funding or other research costs for a postgraduate research student, subject to the provision that Graduate School support will be limited to only one grant for any individual student during their period of registration and to

evidence of previous or match funding having been provided by the department.

RESOLVED:

That the Graduate School allocate the funding available for conferences within the scholarships budget for 2007-08 but that from 2008 onwards the money be diverted to support Warwick Postgraduate Research Scholarships.

26/07-08

Revised Course Proposals

Faculty of Medicine

MSc Implant Dentistry and MSc Orthodontic Dentistry

REPORTED:

That the Chair of the Graduate Studies Committee of the Faculty of Medicine, acting on its behalf, had approved the following changes to the MSc Implant Dentistry and MSc Orthodontic Dentistry courses:

- (a) A change in the status of the 'Occlusion' module from option to core;
- (b) Removal of the module 'Understanding Research and Critical Appraisal in Health Care' from the course structure;
- (c) Retaining other optional modules ('Clinical Quality Improvement and Risk Management' and 'Management of Health Services') in the course structure from which students will continue to be required to complete one.

CONSIDERED:

The changes to the MSc Implant Dentistry and MSc Orthodontic Dentistry courses outlined in A-C above, as set out in paper BGS 15/07-08.

RESOLVED:

That the changes to the MSc Implant Dentistry and MSc Orthodontic Dentistry courses outlined in A-C above, as set out in paper BGS 15/07-08, be approved

27/07-08

Circulation of Committee papers

CONSIDERED:

Whether it would be possible for members of the Board to have online access to copies of important Committee papers.

RESOLVED:

That the Secretary investigate this suggestion.