

UNIVERSITY OF WARWICK

Board of Graduate Studies

Minutes from the Board of Graduate Studies held on Thursday 16 February 2006.

Present: Professor L Bridges (in the Chair), Dr A Dowd, Mr B Duggan, Dr M Finn, Professor R Jackson, Dr M J Kooy, Dr D Leadley, Ms E Levitt, Professor N Mann, Dr McEldowney, Dr P O'Hare, Professor E Peile, Professor C Read, Professor M Thorogood, Professor M Wills

Apologies: Mr R Cave, Professor Charles, Dr D Kelly, Professor B Lockwood, Dr N Stocks, Professor P Stoneman

46/05-06 Minutes

RESOLVED:

That the minutes of the meeting of the Board held on 12 January 2006 be approved.

47/05-06 Matters Arising on the Minutes

Submission and Qualification Rates

REPORTED:

- (a) That the Graduate Studies Committee of the Board of the Faculty of Arts, at its meeting on Tuesday 24th January 2006, recommended that:
- (i) Students who are not in receipt of funding for their studies be exempt from the extension charge;
 - (ii) Students who submit by the end of their writing-up period should be allowed to apply for a small amount of funding towards the cost of disseminating their research;
 - (iii) Action on improving funding for PhD and MA-level research in the Faculty should be prioritised;
 - (iv) The creation of more MA studentships in order to improve the competitiveness of the Faculty's postgraduate courses and progression rates from MAs to higher degrees at Warwick, as well as strengthening the Faculty's AHRC funding applications.
- (b) That the Graduate Studies Committee of the Board of the Faculty of Science recommended that:
- (i) That data on submission rates should be collected within one year of the end of registration, rather than within four years of the start of registration, as some

courses (eg. EngD) have a four-year registration period.

- (ii) That more advice and guidance from the Graduate School be given to departments on resubmissions.
- (iii) That the proposal for the Graduate School to issue more reminders to students and departments with regard to deadlines earlier and more frequently than is currently the case be welcomed.

CONSIDERED:

A paper prepared by the Chair setting out proposals to improve PhD submission rates (paper BGS 24/05-06).

RESOLVED:

- (a) That a student should be informed before commencement of the course that he or she is expected to commit 1800 hours in an academic year to their research. If the student cannot make such a commitment then he or she should be encouraged to undertake the degree part-time.
- (b) That a formal schedule for completion of the thesis be requested as part of the annual review process for second year PhD students, and submitted to the Graduate School along with the annual report form.
- (c) That the Graduate Studies Committees of the Faculty Boards be invited to comment on the other proposals set out in paper BGS 24/05-06.

48/05-06 Chair's Business

REPORTED:

- (a) That the Board of the Faculty of Arts had expressed concern about the apparent lack of co-ordination between the International Office, the Student Recruitment & Admissions Office and the Graduate School.
- (b) That the ESRC had commissioned a review of the 1+3 structure.
- (c) That the results of the BBSRC's new studentship allocation system had been disappointing for the University.

49/05-06 Postgraduate Committee

That a representative for the Faculty of Medicine had now been appointed to the Committee.

New and Revised Courses of Study(a) Warwick Business School

REPORTED:

- (i) That the Graduate Studies Committee of the Board of the Faculty of Social Studies recommended that a proposal from the Warwick Business School to introduce a new course 'MSc in Management & Business' be approved, as set out in papers GFSS 89-91/05-06.
- (ii) That Warwick Business School's Marketing department had given assurances to Warwick Manufacturing Group that it would not aggressively market the course in direct competition with WMG's management courses.

CONSIDERED:

A proposal from the Warwick Business School to introduce a new course, MSc in Management & Business (papers GFSS 89-91/05-06).

RESOLVED:

- (i) That the proposal be referred back to the School for:
 - (A) The completion of the course specification in full including reference to the project.
 - (B) Clarification of the course leader.
 - (C) Inclusion of a Postgraduate Diploma in line with entry point University practice.
 - (D) Confirmation that the Department of Economics had been consulted about the proposal.
 - (E) Signature by the Course Leader and Chair of Department.
- (ii) That the Chair of the Board of Graduate Studies would take Chair's action following clarification of these points.

(b) CELTE

REPORTED:

That the Graduate Studies Committee of the Board of the Faculty of Social Studies approved a proposal from the Centre for English Language Teacher Education to introduce a new course, MA in Research Methods in Applied Linguistics and

English Teaching as an exit route on the EdD, as set out in papers GFSS 98-99/05-06.

CONSIDERED:

A proposal from the Centre for English Language Teacher Education to introduce a new course, MA in Research Methods in Applied Linguistics and English Teaching as an exit route on the EdD (paper GFSS 98-99/05-06).

RESOLVED:

- (i) That the proposal be referred back to the Department for clarification of the following:
 - (A) Why the Postgraduate Diploma or the Postgraduate Certificate were not offered as an exit point.
 - (B) Whether those who registered for the EdD could opt to take the lesser degree of MSc.
 - (ii) That the Department must submit Part 2 to the Board before approval.
 - (iii) That the Chair of the Board of Graduate Studies would take Chair's action following clarification of these points.
- (c) Department of Chemistry

CONSIDERED:

A proposal from the Department of Chemistry to introduce a new degree, MSc in Synthetic Chemistry with Industrial Collaboration (SCIC) to be introduced in October 2006 (paper SGS.37/05-06,), noting that the Graduate Studies Committee of the Board of the Faculty of Science recommended that the proposal be approved subject to the approval of the following amendments by Dr D Leadley:

- (i) Clarification of whether examinations have to be passed before progression to the dissertation, and how this might be enforced.
- (ii) Clarification of entry and exit points of Postgraduate Award, Certificate and Diploma qualifications.
- (iii) Clarification of the amount of time that part-time students can use for research projects.
- (iv) The inclusion within the teaching staff section of approved industrial collaborators.

- (v) Clarification of whether fees should be reimbursed for those students exiting with an Award, Certificate or Diploma.

RESOLVED:

That the proposal be approved subject to the amendments required by the Graduate Studies Committee of the Board of the Faculty of Science, completion of the last part of question 3, clarification of the CATS distribution (part 1.6) and correction of ChemD to PhD in Part 2.4.1.

- (d) School of Law

REPORTED:

That the Graduate Studies Committee of the Board of the Faculty of Social Studies approved a proposal from the School of Law to introduce a new collaborative Postgraduate Award 'Health and Safety Enforcement' in partnership with the Health and Safety Executive, as set out in papers GFSS 100/05-06 and Part 4, paper GFSS 101/05-06.

CONSIDERED:

A proposal from the School of Law to introduce a new collaborative Postgraduate Award 'Health and Safety Enforcement' in partnership with the Health and Safety Executive, noting that the School of Law would submit a Part 1 proposal form for Chair's Action (paper GFSS 100/05-06 and Part 4, paper GFSS 101/05-06).

RESOLVED:

That the proposal be referred back to the Department for completion of the correct course proposal forms and signature.

- (e) Centre for Translation and Comparative Cultural Studies

REPORTED:

- (i) That the Graduate Studies Committee of the Board of the Faculty of Arts approved a proposal from the Centre for Translation and Comparative Cultural Studies that the name of the MA in 'British Cultural Studies' should be changed to the MA in 'British and Comparative Cultural Studies' (paper AGSC 10/05-06).
- (ii) That the Graduate Studies Committee of the Board of the Faculty of Arts recommended that a proposal from the Centre for Translation and Comparative Cultural Studies that a new degree course 'MA in Translation, Media and Cultural Transfer' be approved, subject to the amendment of the length of the Postgraduate

Diploma course in Section 3 to 21 months for part-time students (paper AGSC 16/05-06)

CONSIDERED:

- (i) A proposal from the Centre for Translation and Comparative Cultural Studies that the name of the MA in 'British Cultural Studies' should be changed to the MA in 'British and Comparative Cultural Studies' (paper AGSC 10/05-06).
- (ii) A proposal from the Centre for Translation and Comparative Cultural Studies for a new degree course 'MA in Translation, Media and Cultural Transfer' (paper AGSC 16/05-06).

RESOLVED:

- (i) That the proposal from the Centre for Translation and Comparative Cultural Studies for a new MA in Translation, Media and Cultural Transfer be approved as set out in paper AGSC16/05-06.
- (ii) That the change of name of the MA in British Cultural Studies to MA British Comparative Cultural Studies be approved as set out in paper AGSC10/05-06.

(f) History of Art

REPORTED:

- (i) That the Graduate Studies Committee of the Board of the Faculty of Arts approved the proposal to revise the degree course 'MA in History of Art' subject to clarification in Part Three, Section 12 (p.5) of the options open to students who fail a placement to indicate whether it is possible to retake a course or not (paper AGSC 14/05-06).
- (ii) That the Graduate Studies Committee of the Board of the Faculty of Arts approved a proposal from the Department of History of Art for the MA in 'The History and Business of Art and Collecting: The Historic and Contemporary Art Markets' (paper AGSC 15/05-06).

CONSIDERED:

- (i) A proposal from the Department of History of Art to revise the degree course 'MA in History of Art' (paper AGSC 14/05-06).
- (ii) A proposal from the Department of History of Art for the introduction of MA in 'The History and Business of Art and Collecting: The Historic and Contemporary Art Markets' (paper AGSC 15/05-06)

RESOLVED:

- (i) That the proposal from the Department of History of Art to revise the degree course 'MA in History of Art' (paper AGSC 14/05-06) be approved.
- (ii) That the proposal from the Department of History of Art for the introduction of MA in 'The History and Business of Art and Collecting: The Historic and Contemporary Art Markets' (paper AGSC 15/05-06) be approved subject to
 - (A) The clarification of the admission procedure for those without a Postgraduate Diploma but holding an MA.
 - (B) The shortening of the title, for example, through the omission of 'The Historic and Contemporary Arts Markets'.
 - (C) Discussion with the Graduate School to ensure that the APL procedures set out in section 5 were in line with the University's policy.
- (g) Warwick Medical School

REPORTED:

That the Graduate Studies Committee of the Faculty of Medicine approved the following proposals from the Division of Health in the Community:

- (i) A proposal for a new Postgraduate Award in 'Parenting and Child Health' (paper GCFM 12/05-06).
- (ii) A proposal for a new Postgraduate Award in 'Qualitative and Comparative Research Methods in Health' (paper GCFM 13/05-06).
- (iii) A proposal to change the title of the Postgraduate Award 'Clinical Governance' to 'Clinical Quality Improvement and Risk Management' (paper GCFM 15/05-06).
- (iv) A proposal to change the title of the Postgraduate Award 'Operational Health Services Management' to 'Introduction to Management in Health Services Organisations' (paper GCFM 16/05-06).
- (v) A proposal for a new centre for the delivery of the MSc in Implant Dentistry in Dubai (paper GCFM 14/05-06).

CONSIDERED:

- (i) A proposal for a new Postgraduate Award in 'Parenting and Child Health' (paper GCFM 12/05-06).
- (ii) A proposal for a new Postgraduate Award in 'Qualitative and Comparative Research Methods in Health' (paper GCFM 13/05-06).
- (iii) A proposal to change the title of the Postgraduate Award 'Clinical Governance' to 'Clinical Quality Improvement and Risk Management' (paper GCFM 15/05-06).
- (iv) A proposal to change the title of the Postgraduate Award 'Operational Health Services Management' to 'Introduction to Management in Health Services Organisations' (paper GCFM 16/05-06).
- (v) The proposal for a new centre for delivery of the MSc in Implant Dentistry in Dubai (paper GCFM 14/05-06).

RESOLVED:

- (i) That the proposal for a new Postgraduate Award in 'Parenting and Child Health' (paper GCFM 12/05-06) be approved subject to the submission of a signed copy of the course proposal.
- (ii) That the proposal for a new Postgraduate Award in 'Qualitative and Comparative Research Methods in Health' (paper GCFM 13/05-06) be approved subject to the submission of a signed copy of the course proposal.
- (iii) That the proposal to change the title of the Postgraduate Award 'Clinical Governance' to 'Clinical Quality Improvement and Risk Management' (paper GCFM 15/05-06) be approved subject to the submission of a signed copy of the course proposal.
- (iv) That the proposal to change the title of the Postgraduate Award 'Operational Health Services Management' to 'Introduction to Management in Health Services Organisations' (paper GCFM 16/05-06) be approved subject to the submission of a signed copy of the course proposal.
- (v) That the proposal for a new centre for delivery of the MSc in Implant Dentistry in Dubai (paper GCFM 14/05-06) be approved subject to satisfactory outcome of a full-site visit and submission of a signed copy of the course proposal.

(h) Institute of Education

CONSIDERED:

The following proposals from the Institute of Education recommended for approval by the Graduate Studies Committee of the Board of the Faculty of Social Studies at its meeting of Tuesday 24th January 2006:

- (i) A paper outlining the rationale for restructuring of Warwick Institute of Education postgraduate programme (paper GFSS 107/05-06)
- (ii) A proposal to revise the MA Educational Leadership and Innovation, Part 1, (paper GFSS 108/05-06), Part 2, (paper GFSS 109/05-06) and course specification, (paper GFSS 110/05-06).
- (iii) A proposal to introduce a professional route for the MA courses in Leadership and Innovation, Educational Studies and Childhood in Society, (paper GFSS 118/05-06).
- (iv) A proposal to introduce a Postgraduate Certificate, 'Leading Education Enquiry', (paper GFSS 119/05-06).
- (v) A proposal to introduce a Postgraduate Award, 'Leading Educational Change and Improvement', (paper GFSS 120/05-06).
- (vi) A proposal to revise the MA in Educational Research Methods, Part 1 (paper GFSS 121/05-06) Part 2, (paper GFSS 122/05-06) course specification, (paper GFSS 123/05-06) subject to module revisions.
- (vii) A proposal to revise the MA in Religious Education by Distance Learning, Part 1, (papers GFSS 129/05-06); Part 2, (paper GFSS 130/05-06) Part 5, (paper GFSS 131/05-06) and course specification, (paper GFSS 132/05-06).
- (viii) A proposal to revise the Postgraduate Certificate in Religious Education, (paper GFSS 140/05-06).
- (ix) A proposal to revise the Postgraduate Award in Primary Religious Education, (paper GFSS 141/05-06).
- (x) A proposal to revise the MSc in Mathematics Education Part 1, (paper GFSS 142/05-06), Part 2, (paper GFSS 142(a)/05-06) and course specification, (paper GFSS 143/05-06).

- (xi) A proposal to revise the MA in Drama and Theatre Education Part 1, (paper GFSS 152/05-06) Part 2, (paper GFSS 153/05-06) and course specification, (paper GFSS 154/05-06).
- (xii) A proposal to revise the MA in Educational Studies Part 1, (paper GFSS 161/05-06) Part 2, (paper GFSS 162/05-06) and course specification, (paper GFSS 163/05-06).
- (xiii) A proposal to revise the Postgraduate Award, 'Oracy: Speaking and Listening Across the Curriculum', (paper GFSS 178/05-06).
- (xiv) A proposal to revise the Postgraduate Award, 'Assessment for Learning', (paper GFSS 179/05-06).
- (xv) A proposal to revise the Postgraduate Award 'Foreign Language Teaching Pedagogy and Methodology', (paper GFSS 180/05-06).
- (xvi) A proposal to introduce a Postgraduate Certificate , 'Promoting effective pastoral care and personal, social, health and citizenship in classrooms and schools', (paper GFSS 181/05-06).
- (xvii) A proposal to introduce an MA in Childhood in Society, Part 1, (paper GFSS 182/05-06); Part 2, (paper GFSS 183/05-06); course specification, (paper GFSS 184/05-06) along with a paper on accreditation for prior learning, (paper GFSS 185/05-06).
- (xviii) A proposal to revise the system for accreditation for prior learning on Masters programmes, (paper GFSS 192/05-06).
- (xix) A proposal from the Institute of Education to introduce a new collaborative course 'Postgraduate Certificate in Innovation in Education' in partnership with the Specialist Schools Trust, (paper GFSS 96/05-06 , supplied with a covering letter, paper GFSS 97/05-06).

RESOLVED:

- (i) That the paper outlining the rationale for restructuring of Warwick Institute of Education postgraduate programme be approved (paper GFSS 107/05-06)
- (ii) That the proposal to revise the MA in Educational Leadership and Innovation, Part 1, (paper GFSS 108/05-06), Part 2, (paper GFSS 109/05-06) and course specification, (paper GFSS 110/05-06) be approved subject to the following amendments:

- (A) The inclusion of a Postgraduate Diploma entry point in line with University practice.
 - (B) Clarification of course structure (Part 1.6) – i.e. Dissertation can be done in first year full-time but not in the first year if registered part-time.
- (iii) That the proposal to introduce a professional route for the MA courses in Education, Leadership and Innovation, Educational Studies and Childhood in Society be approved subject to correction of the title of the MA in Educational Leadership and Innovation in question 1 and clarification of whether the professional route should be treated as a separate course, noting that the award title would not include “Professional Route” (paper GFSS 118/05-06).
 - (iv) That the proposal to introduce a Postgraduate Certificate, ‘Leading Education Enquiry’ be approved, (paper GFSS 119/05-06).
 - (v) That the proposal to introduce a Postgraduate Award, ‘Leading Educational Change and Improvement’ be approved, (paper GFSS 120/05-06).
 - (vi) That the proposal to revise the MA in Educational Research Methods, Part 1 (paper GFSS 121/05-06) Part 2, (paper GFSS 122/05-06) and course specification, (paper GFSS 123/05-06) be referred back to the Institute to clarify the length of the part-time Postgraduate Certificate (Part 1.3).
 - (vii) That the proposal to revise the MA in Religious Education by Distance Learning, Part 1, (papers GFSS 129/05-06); Part 2, (paper GFSS 130/05-06) Part 5, (paper GFSS 131/05-06) and course specification, (paper GFSS 132/05-06) be approved.
 - (viii) That the proposal to revise the Postgraduate Certificate in Religious Education, (paper GFSS 140/05-06) be approved subject to the amendment (in Part 1.6) that students select two modules not three.
 - (ix) That the proposal to revise the Postgraduate Award in Primary Religious Education be approved, (paper GFSS 141/05-06).
 - (x) That the proposal to revise the MSc in Mathematics Education Part 1, (paper GFSS 142/05-06), Part 2, (paper GFSS 142(a)/05-06) and course specification, (paper GFSS 143/05-06) be approved.
 - (xi) That the proposal to revise the MA in Drama and Theatre Education Part 1, (paper GFSS 152/05-06)

- Part 2, (paper GFSS 153/05-06) and course specification, (paper GFSS 154/05-06) be approved.
- (xii) That the proposal to revise the MA in Educational Studies Part 1, (paper GFSS 161/05-06) Part 2, (paper GFSS 162/05-06) and course specification, (paper GFSS 163/05-06) be referred back to the Institute for clarification by course leader of learning outcomes for the Postgraduate Diploma and Postgraduate Certificate and amendment of the course length from 24 months to 36 months.
 - (xiii) That the proposal to revise the Postgraduate Award, 'Oracy: Speaking and Listening Across the Curriculum', (paper GFSS 178/05-06) be approved.
 - (xiv) That the proposal to revise the Postgraduate Award, 'Assessment for Learning', (paper GFSS 179/05-06) be approved.
 - (xv) That the proposal to revise the Postgraduate Award 'Foreign Language Teaching Pedagogy and Methodology', (paper GFSS 180/05-06) be approved.
 - (xvi) That the proposal to introduce a Postgraduate Certificate , 'Promoting effective pastoral care and personal, social, health and citizenship in classrooms and schools', (paper GFSS 181/05-06) be referred back to the Institute to shorten the title and clarify the status of the course leader.
 - (xvii) That the proposal to introduce an MA in Childhood in Society, Part 1, (paper GFSS 182/05-06); Part 2, (paper GFSS 183/05-06); course specification, (paper GFSS 184/05-06) along with a paper on accreditation for prior learning, (paper GFSS 185/05-06) be referred back to the Institute for clarification of Part 1.6 to ensure that the CATS total is correct for each of the routes and confirmation that recognition of APL of 60 CATS would only be permitted for those completing the MA, not the Diploma.
 - (xviii) That the proposal to revise the system for accreditation for prior learning on Masters programmes, (papers GFSS 185 & 192/05-06) be referred back to the Institute for clarification of the need for a 'bridging assignment' and explanation for the rationale of not requiring the assignment in advance.
 - (xix) That the proposal from the Institute of Education to introduce a new collaborative course 'Postgraduate Certificate in Innovation in Education' in partnership with the Specialist Schools Trust, (paper GFSS 96/05-06 , supplied with a covering letter, paper GFSS 97/05-06) be approved.

(i) Warwick Manufacturing Group

CONSIDERED:

A proposal for an extension to the Malaysian Collaborative Programme (SGS.30/05-06).

RESOLVED:

That the proposal for the extension to the Malaysian Collaborative Programme be approved as set out in paper SGS30/05-06.

51/05-06 Annual Course Review Reports

Faculty of Arts

REPORTED:

- (a) That the widespread concerns about space provision expressed in the Annual Course Review Reports should be noted as they reflected comments expressed by students of the Faculty in the Academic Satisfaction Review.
- (b) That the mostly flat admissions patterns detailed in the Annual Course Review Reports should be treated as a matter of concern, particularly in light of the Committee's perception that high tuition fees could be putting off potential applicants to the Faculty's postgraduate courses.
- (c) That the University charges a Postgraduate Taught course tuition fee which is 50% higher than most other Universities contributing to the flat admissions. This is particularly significant for smaller Departments who feed their research base from Postgraduate taught Masters Level.

CONSIDERED:

The summary reports of the Postgraduate Annual Course Review Reports submitted by the Faculty of Arts Departments for the academic year 2004-05 for both taught provision (paper AGSC11/05-06) and research provision (paper AGSC 12/05-06).

RESOLVED:

That the summary reports of the Postgraduate Annual Course Review submitted by the Faculty of Arts Departments for the academic year 2004-05 for both taught provision and research provision as set out in papers AGSC 11 & 12/05-06 be approved.

52/05-06

Volume of Course Proposals

REPORTED:

That the Graduate Studies Committee of the Board of the Faculty of Social Studies could not address any policy issues at their meeting of 8th February 2006 because of the number of course and module proposals.

RESOLVED:

That consideration should be given to mechanisms to streamline course and module proposal approval through the establishment of a sub-committee of the Faculty Boards and Board of Graduate Studies to consider course proposals with a view to giving the Faculties more time to discuss matters of policy.

FE/SC/BGS Feb 06 agenda
09/02/2006