

UNIVERSITY OF WARWICK

Board of Graduate Studies

There will be a meeting of the Board of Graduate Studies at 2.00pm on Thursday 17 February 2005 in the Council Chamber, University House.

C E Charlton
University Secretary

A G E N D A

1. Minutes

TO CONSIDER:

The minutes of the meeting of the Board held on Monday 10 January 2005 (previously circulated).

2. Matters Arising on the Minutes

(a) Approval of new courses

TO REPORT:

That part two of the course proposal forms and course specifications have been received for the following new courses and these courses have been approved by Chair's action:

MA Inspection and Evaluation
MSc Marketing and Strategy
PG Diploma Public Finance and Leadership
PG Diploma Public Leadership and Management
LLM International Development Law and Human Rights

(b) Resubmission Practices at Taught Postgraduate Level (minute 17g/04-05 refers)

TO CONSIDER:

- (i) A paper from the Graduate Studies Committee of the Board of the Faculty of Social Studies summarising comments and possible amendments to the regulations governing resubmission practices (paper GFSS 126/04-05 revised, to be tabled).
- (ii) A progress report from the Graduate Studies Committee of the Board of the Faculty of Medicine on the harmonisation of assessment regulations and conventions in the Medical School as set out in paper GCFM19/04-05 (copy attached).

(iii) A paper from the Graduate Studies Committee of the Board of the Faculty of Arts on resubmission practices (paper BGS 22/04-05, copy attached).

(iv) TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Science, at its meeting of 20 October 2004, resolved that the Chair circulate a revised proposal for marking descriptors in Science at the taught postgraduate level to the membership of the committee for comments, prior to its submission to the Board of Graduate Studies.

(v) TO RECEIVE:

An oral report from the Chair on the implications of University Regulation 11 (Cheating) on resubmission practices.

(c) Academic Satisfaction Survey (minute 25/04-05 refers)

TO REPORT:

That the Chair has written to departments requesting that students be allowed ten minutes at the end of core lectures to complete the Academic Satisfaction Survey.

(d) QAA Code of Practice (minute 9/04-05 refers)

(i) TO CONSIDER:

A paper from the Chair setting out possible changes to examination arrangements for research degrees (paper BGS20/04-05, to be tabled)

(ii) TO RECEIVE:

An oral report from the Secretary of the Board on other steps to be taken to implement the QAA Code of Practice.

(e) Course approval forms (minute 28d/04-05 refers)

TO CONSIDER:

A proposal to amend the course approval form (paper CA1 – version 43 / 04-05, copy attached) so that it includes guidance on non-standard admissions and an estimate of full-time equivalent staff working on a programme.

(f) External Examiners' Report Form (minute 28a/04-05 refers)

TO RECEIVE:

An oral report from the Chair on the External Examiners' Report Form.

(g) Form Nominating External Examiners (minute 28b/04-05 refers)

TO RECEIVE:

An oral report from the Chair on the Form Nominating External Examiners

3. Chair's Business

(a) WPRF Selection Criteria

TO RECEIVE:

The WPRF marking criteria for selectors (paper BGS 16/04-05, to be tabled)

(b) WPRF and ORS Deadlines

(c) Masters in Public Health

TO REPORT:

That a change to the name of the MSc in Public Health to the MPH (Masters in Public Health) has been approved by Chair's action.

(d) Merit Criteria for Masters Courses

(e) University Regulation 11 Governing the Procedure to be Adopted in the Event of Suspected Cheating in a University Test

TO CONSIDER:

A proposal from the Chair that University Regulation 11 be amended to specify the maximum penalty "is a mark of zero...., (with or without the right to submit additional work in the event of failure in the unit of assessment)" (papers BGS 17(section 7) + BGS 18/04-05, copies attached).

(f) Department of Philosophy: Potential Link with Columbia University

(g) Amended module proposal form

TO CONSIDER:

An amended module proposal form with an expansion of the CATS/delivery section (paper BGS21/04-05, copy attached)

(h) TO RECEIVE:

An oral report from the Chair on a proposal to establish an Inter-Disciplinary Board of Studies under the Board of Graduate Studies.

4. Review of the University's Learning and Teaching Strategy

TO CONSIDER:

- a) The University's current Teaching and Learning Strategy, amended to include agreed extensions that take account of the Teaching Quality Enhancement Funding for 2005-06 and Professional Standards Funding awarded to the University (paper BGS19/04-05, copy attached).
- b) Issues, priorities and initiatives to recommend for inclusion in the new strategy document for 2006-2008.

5. CATS

TO REPORT:

That the online module registration pilot scheme was very successful, but problems concerning modules with variable CATS weightings had come to light as a result. Some Departments were not setting extra work as required where additional credit is to be given. The Chair will write to Departments to remind them of procedure and to ask what their policy is in such cases.

6. Reports from the Faculty Graduate Studies Committees

TO RECEIVE:

Oral reports from the Chairs of the Graduate Studies Committees of the Faculties.

7. Postgraduate Committee

TO RECEIVE:

An oral report from the Chair of the Postgraduate Committee on the Committee's recent activities.

8. Summary Reports of Postgraduate Annual Course Reviews

(a) TO CONSIDER:

A summary report of Postgraduate Annual Course Review reports in the Faculty of Arts (paper AGSC25/04-05, copy attached), noting that Graduate Studies Committee of the Board of the Faculty of Arts, at its meeting of 25 January 2005, approved the report noting the following:

- i) That the Committee had sympathy with the issue raised by the Centre for Translation and Comparative Cultural Studies, that students from non-traditional backgrounds are deterred by the high level of fees charged by the University and that it also be noted that Warwick University can be compared unfavourably with its competitors due to the lack of bursaries on offer to postgraduate students. The Department of German wished it to be noted that it will be providing bursaries to students in the same way that the Department of French currently does.
- ii) That the Department of Film and Television Studies would circulate its Research Training Statement, which was singled out by the AHRB as an example of good practice in its feedback document, to all departments in the Faculty.

(b) TO CONSIDER:

A summary report of the Postgraduate Annual Course Review reports in the Faculty of Social Studies (paper GFSS 127/04-05, to be tabled) noting that the Graduate Studies Committee of the Board of the Faculty of Social Studies, at its meeting of 25 January 2005, approved the report noting the following:

- (i) That the finalised Summary Report be forwarded to all Chairs of Departments with a view to spreading good practice and keeping communications open within the Faculty.
- (ii) That Directors of Graduate Studies whose departments had submitted poor Annual Course Review Reports, be forwarded copies of other reports which demonstrated good practice.

(c) TO CONSIDER:

A summary report of the Postgraduate Annual Course Review reports in the Faculty of Medicine (paper BFM15/04-05, copy attached), noting that the Graduate Studies Committee of the Board of the Faculty of Social Studies, at its meeting of 25 January 2005, approved the report.

(d) TO CONSIDER:

A summary report of the Postgraduate Annual Course Review reports in the Faculty of Science (paper SGS45/04-05, copy attached), noting that the Graduate Studies Committee of the Board of the Faculty of Science, at its meeting of 25 January 2005, approved the report.

9. New and Revised Courses of Study

(a) Centre for Translation and Comparative Cultural Studies

TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Arts, at its meeting of 13 October 2004, approved a proposal from the Centre for Translation and Comparative Cultural Studies to change the title of the PhD in 'British Comparative Cultural Studies' to 'Comparative Cultural Studies'.

TO CONSIDER:

The proposal from the Centre for Translation and Comparative Cultural Studies to change the title of the PhD in 'British Comparative Cultural Studies' to 'Comparative Cultural Studies'.

(b) Institute of Education

(i) TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Social Studies, at its meeting of 25 January 2005,

approved a proposal from the Institute of Education to introduce a new PG Award in 'Oracy: Speaking and Listening Across the Curriculum' (papers GFSS 122-124/04-05, copies attached).

TO CONSIDER:

The proposal from the Institute of Education to introduce a new PG Award in 'Oracy: Speaking and Listening Across the Curriculum'

(ii) TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Social Studies, at its meeting of 25 January 2005, approved a proposal to introduce a new Project Route for the MA in Leadership and Innovation, and the MA in Educational Studies (papers GFSS 132-136/04-05, copies attached). A memo gives the context for the proposal (paper GFSS 138/04-05, copy attached).

TO CONSIDER:

The proposal from the Institute of Education to introduce a new Project Route for the MA in Leadership and Innovation, and the MA in Educational Studies.

(c) Department of Philosophy

TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Social Studies approved by Chair's action a proposal from the Department of Philosophy to change the name of the 'MA in Mind and Metaphysics' to become 'MA in the Philosophy of the Mind' (paper GFSS 116/04-05, copy attached)

TO CONSIDER:

The proposal from the Department of Philosophy to change the name of the 'MA in Mind and Metaphysics' to become 'MA in the Philosophy of the Mind'.

(d) Medical School

(i) TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Medicine, at its meeting of 25 January 2005, approved a proposal to introduce two new courses entitled 'Masters in Clinical Sciences (Trauma and Orthopaedic Surgery)' and 'Masters in Clinical Sciences (Musculoskeletal Care)' (paper GCFM 20/04-05, copy attached.)

TO CONSIDER:

The proposal from the Medical School to introduce two new courses entitled 'Masters in Clinical Sciences (Trauma and Orthopaedic Surgery)' and 'Masters in Clinical Sciences (Musculoskeletal Care)'

(ii) TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Medicine, at its meeting of 25 January 2005, approved a proposal to introduce five new PGAs in Musculoskeletal Care and Trauma and Orthopaedic Surgery (paper GCFM 20a/04-05, copy attached). The PGAs are modules of the Masters courses in Clinical Sciences (Trauma and Orthopaedic Surgery) and Clinical Sciences (Musculoskeletal Care).

(iii) TO REPORT:

That the Graduate Studies Committee of the Board of the Faculty of Medicine, at its meeting of 25 January 2005, approved a proposal to introduce a new module and PGA entitled 'Continuous Subcutaneous Insulin Infusion Therapy: Principles and Practice' (paper GCFM 21/04-05 {revised}, copy attached). The PGA is an optional module of the Masters courses in Applied Health Studies / Diabetes and Diabetes (Paediatric).

10. Discontinued Courses of Study

TO REPORT:

- (a) That the MSc in Quality and Reliability run by Warwick Manufacturing Group will be discontinued from September 2005.
- (b) That the PG Certificate in Employment Research run by the Institute for Employment Research will be suspended from March 2005.

11. Any Other Business