

UNIVERSITY OF WARWICK

Board of Graduate Studies

Minutes of the meeting of the Board of Graduate Studies held on Monday 10 January 2005.

Present: Professor L Bridges (Chair), Ms C Adjei, Professor K Ansell-Pearson, Mr R Cave, Professor D Chetwynd, Dr A Dowd, Professor P Elias, Dr D Leadley, Dr M Luddy, Ms S Lyle, Professor N Mann, Dr R Napier (Observer), Dr P O'Hare, Professor E Peile, Professor C Read, Professor P Stoneman, Professor M Thorogood, Professor M Wills

Apologies: Dr C Bilton, Professor R Jackson, Dr M Kooy, Professor B Lockwood, Mr K Mohaddes, Professor G Nudd, Dr A Parker, Dr B Rosamond, Mr R Watson

In attendance: Ms K Scott (for item 32/04-05)

26/04-05 Minutes

RESOLVED:

That the minutes of the meeting of the Board held on Thursday 11 November 2004 be approved.

27/04-05 Matters Arising on the Minutes

(a) Revised SRIF Paper (minute 18/04-05 refers)

REPORTED:

That the Chair had not yet heard the result of the amended bid for extra postgraduate research facilities, although a question had been raised as to whether postgraduate research students come within the terms of SRIF (paper BGS9/04-05).

(b) Role of the Graduate School (minute 18/04-05 refers)

CONSIDERED:

A blue skies paper from the Chair on the role of the Graduate School (paper BGS10/04-05).

RESOLVED:

That the paper should go to Steering for discussion with the addition of the following:

(i) an introduction covering the benefits to the University of research students and how this differs according to discipline, why numbers of research students should be expanded and how to go about this.

(ii) aims and objectives in section 2 on postgraduate taught provision.

(c) Academic Satisfaction Review (minute 21/04-05 refers)

RECEIVED:

A copy of the academic satisfaction review for the MBChB 'The Student Experience' from June 2004 and the Medical School's response (papers BGS7/04-05 and WSMT 22/04-05).

RECOMMENDED:

That further consideration should be given to the research methodology used in future surveys.

(d) Approval of new courses

REPORTED:

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

MSc in Engineering Enterprise Excellence
MA in International Design and Communication
Masters in Diabetes
MSc in Public Health
PGA in Clinical Oncology
PGA in Management of Chronic Renal Failure
PGA in Assisted Reproduction Technology
MA in Ancient Visual and Material Culture

28/04-05 Chair's Business

(a) External Examiner's Report Forms

(i) CONSIDERED:

A proposal to amend the external examiner's report forms to include the MD, EdD and EngD (paper BGS11/04-05). Amendments are underlined and in bold.

RECOMMENDED:

That the proposal be approved subject to minor amendments.

(ii) REPORTED:

That Senate has approved an amendment to the external examiner's report form for postgraduate research degrees such that a section is included where issues of concern or examples of good practice identified at departmental or institutional level can be noted (paper AQSC 21/04-05).

RECOMMENDED:

That the form be subject to minor amendments.

(b) Form Nominating External Examiners

CONSIDERED:

A proposal that the form nominating external examiners be amended to include reference to time limits (paper BGS12/04-05). Amendments are underlined and in bold.

RECOMMENDED:

That the proposal be approved subject to minor amendments.

(c) Conversion of Approved Postgraduate Modules into Postgraduate Awards

REPORTED:

That cases where an approved postgraduate module is to become a postgraduate award will come to the Board as a matter of report noting that in these cases the relevant Faculty Graduate Studies Committee should confirm that the proposed PGA is the same in respect of content, delivery mode and pattern, assessment and student support as an existing approved postgraduate module.

(d) Course approval forms

CONSIDERED:

A proposal to make a number of changes to the course approval form CA1 – version 3 (papers BGS 14 and 15/04-05).

RECOMMENDED:

That the proposal be approved subject to minor amendments.

(e) Financial Viability of New Courses

RECEIVED:

An oral report from the Chair on considering the financial viability of new courses noting that for self-financing courses the Academic Enterprise Group considers this issue. Discussion is to continue regarding where it is best to consider this issue for non self-financing courses.

(f) MSc by Research at HRI

REPORTED:

That a proposal for there to be an MSc by research at HRI had been approved by Chair's action.

(g) Wisconsin -Madison exchange link

REPORTED:

That the Wisconsin-Madison exchange link is to continue.

(h) Reduction in fees

REPORTED:

That some Departments had asked the Chair if they might reduce the fee for overseas students to the level of the home fee. University policy is not to allow individual students a reduction, although Departments may use discretionary funds if they wish to make up the difference between the home and overseas fee. The Chair is to write to Departments to explain this.

(i) Visit by Chair of Research Councils

REPORTED:

That Sir Keith O'Nions, the Chair of the Research Councils, had visited Warwick to discuss monitoring completion rates for research students and invited the University to write to him with its views.

29/04-05. Progress of Committee Recommendations

Change to University Regulations

(a) REPORTED:

That Senate approved an amendment to University Regulation 13 governing the Continuation of Registration of Students so that it includes reference to satisfactory progress by research students (paper SC85/04-05).

(b) REPORTED:

That Senate approved the following amendment to University Regulation 14 section 12 governing Higher Degrees:

'A candidate who has failed to attend the prescribed classes or to complete the prescribed course work or to make satisfactory progress in regard to his/her research may be required to withdraw from his/her course of study in accordance with the Regulations Governing the ~~Termination of Registration of Candidates for Higher Degrees and Postgraduate Diplomas~~ **Continuation of Registration.**'

(c) CONSIDERED:

A proposal that University Regulation 16 section 7 be amended to read as follows:

'A supervisor shall not be entitled to attend the oral examination and may normally only be present at the request of the examiners. If an internal ~~examiner~~ **advisor** has been appointed under paragraph 3 of regulation 16, the internal advisor and the supervisor should not both be present at the oral examination. If present, the supervisor shall play no part in the oral examination.'

RESOLVED:

That the proposal be referred back to the Graduate School for further consideration.

(d) Change to MSc Title

REPORTED:

That a change to the title of the MSc in Molecular Organisation and Assembly in Cells to MSc in Mathematical Biology and Biophysical Chemistry had been approved by Chair's action and subsequently by the Vice Chancellor on behalf of the Senate.

30/04-05

Credit

RECEIVED:

A paper from the Senior Assistant Registrar underscoring the Senate guidelines on credit (paper AQSC23/04-04).

31/04-05

Postgraduate Committee

RECEIVED:

An oral report from the Chair of the Postgraduate Committee on the Committee's recent activities, noting that the Committee felt that the part-time fee should be the same for both years of a Masters course.

32/04-05

Postgraduate Recruitment and Admissions

RECEIVED:

An oral report from the Assistant Registrar (Postgraduate Recruitment & Admissions), noting that the Board would like to see a report on how the money brought in by the application fee has been spent.

33/04-05

Periodic Review Reports

CONSIDERED:

The 2002/2003 review of postgraduate courses in the Department of Biological Sciences and the Department's response (papers BFS4 and 5/04-05).

RECOMMENDED:

That the report of the review of postgraduate courses in the Department of Biological Sciences together with the Department's response be approved as set out in papers BFS4 and 5/04-05.

34/04-05 Discontinued Courses of Study

RECOMMENDED:

- (a) That the MSc in Economic Analysis and Policy be discontinued from September 2005.
- (b) That the MA in Gender, Literature and Modernity be discontinued from September 2005.
- (c) That the EdD in the Institute of Education be discontinued from September 2005, noting that the EdD offered by CELTE will continue.