

UNIVERSITY OF WARWICK

Board of Graduate Studies

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

Present: Professor L Bridges (Chair), Mr L Atkins, Mr R Cave, Professor N Charles, Dr A Dowd, Mr B Duggan, Dr M Finn, Dr M Kooy, Dr D Leadley, Ms E Levitt, Professor J McEldowney, Professor R Napier, Dr P O'Hare, Professor E Peile, Professor C Read, Professor P Stoneman, Professor M Wills.

In attendance: Mr D Wallis, Senior Assistant Registrar (Teaching Quality Assurance).

Apologies: Dr C Bilton, Professor P Elias, Dr D Kelly, Professor R Jackson, Professor B Lockwood, Professor N Mann, Dr N Stocks, Professor M Thorogood.

16/05-06 Minutes

RESOLVED:

That the minutes of the meeting of the Board held on 6 October be approved.

17/05-06 Matters Arising on the Minutes

(a) Membership of Graduate Awards and Nominations Sub-Committee (minute 3/05-06 refers)

REPORTED:

That the following have been nominated as representatives from the Faculties of Arts, Medicine and Social Studies:

Faculty of Arts: Dr M J Kooy
Faculty of Medicine: Dr A Withnall
Faculty of Social Studies: Ms J Kennedy

(b) IT and library provision for students who have submitted their theses (minute 5a/05-06 refers)

REPORTED:

That the difficulties with access to University facilities for students after the submission of a thesis have now been resolved.

(c) Membership of Scholarships Working Group (minute 6b/05-06 refers)

REPORTED:

That Professor Ben Lockwood has been nominated as the representative from the Department of Economics and that Kate Scott and/or Stephen Williams would be the representatives from Student Recruitment and Marketing Strategy.

(d) Postgraduate Application Fee Income (minute 7/05-06 refers)

REPORTED:

That the Steering Committee at its meeting of 17 October 2005 (Steering minute 55/05-06 refers) considered a briefing paper on issues relating to the provision of study space for research students, research postgraduate scholarships and financial support and the postgraduate application fee for taught courses together with an oral report from the Chair of the Board of Graduate Studies and resolved:

- (i) That the Director of Estates and the Pro-Vice-Chancellor responsible for accommodation matters, in consultation with the Chair of the Board of Graduate Studies, review the University's existing policy of allocation of space for postgraduate research students in the context of University and individual departmental priorities for the allocation of space within available resources.
- (ii) That the Academic Registrar undertake a review of the postgraduate application fee for taught courses as proposed in paper SC.27/05-06 and bring forward a report for consideration by the Steering Committee in due course.
- (iii) That the Working Group established by the Board of Graduate Studies to review mechanisms for the financial support of postgraduate research students bring forward any recommendations for change for consideration by the Financial Plan Sub-Committee and the Strategy Committee in the context of the annual financial planning round.

18/05-06

Chair's Business

(a) Wisconsin Madison Exchange Scheme

REPORTED:

That there were doubts about the University of Wisconsin Madison's commitment to the exchange scheme for 2006/2007.

RESOLVED:

That the Chair write to the University of Wisconsin Madison expressing the University's continued support for the exchange agreement.

(b) Social Facility for Postgraduates at Lakeside

REPORTED:

That the Campus Life Committee had considered an outline proposal for the proposed social facility at Lakeside.

19/05-06

Membership

REPORTED:

(a) That Richard Cave (Engineering) had been elected as Chair of the Postgraduate Committee.

(b) That the following students had been elected as postgraduate faculty representatives:

Arts:	Ellie Levitt (Classics)
Social Studies:	Liam Askins (Law)
Medicine:	TBC
Science:	Louise Slator (Psychology)

20/05-06

Reports from the Faculty Graduate Studies Committees

RECEIVED:

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

RESOLVED:

(a) That the Chair of the Board write to the Chair of Research Councils UK requesting guidelines on regulations governing Doctoral Training Accounts.

(b) That the Secretariat contact Warwick Accommodation concerning students who were unable to attend the Humanities induction because of a clash with their move into campus accommodation.

21/05-06

Postgraduate Committee

RECEIVED:

An oral report from the Chair of the Postgraduate Committee.

22/05-06

Summary Report on External Examiners' Reports

CONSIDERED:

A summary report on external examiners' reports from 2003/2004 for taught postgraduate courses (paper BGS3/05-06).

RESOLVED:

That the Academic Quality and Standards Committee be invited to consider question 9, Part B of the External Examiners' report form "Resources as they impact upon student performance in assessments", noting that a number of external examiners had commented that they were unable to answer the question.

RECOMMENDED:

That the summary report on external examiners' reports from 2003/2004 for taught postgraduate courses be approved, as set out in paper BGS3/05-06.

23/05-06

Examination Conventions and Guidance to Boards of Examiners

CONSIDERED:

A proposed system for the review and approval of taught postgraduate examination conventions as follows:

- (a) That the Graduate School would undertake an initial review of departmental examination conventions and other relevant documentation in light of the revised penalties for late submission of work and will advise Faculty Graduate Studies Committees of any anomalies.
- (b) That, following this review, any amendments to examination conventions be submitted to the Graduate Studies Committees for consideration and approval.

RESOLVED:

That departments were required to adopt the faculty wide marking bands and descriptors previously approved, but were able to provide more detailed advice to students in student handbooks on the application of these descriptors within each discipline.

RECOMMENDED:

That the proposed system for the review and approval of taught postgraduate examination conventions be approved.

24/05-06

University Regulations

CONSIDERED:

Proposed amendments to University Regulations 16, 14 and 11 on resubmission of work for a research degree and plagiarism as part of work submitted for upgrade or annual review (paper BGS 14/05-06).

RECOMMENDED:

That the proposed amendments to University Regulations 16, 14 and 11 be approved as set out in paper BGS 14/05-06, subject to minor changes agreed at the meeting.

25/05-06 Admissions Criteria

CONSIDERED:

A paper from the Head of Admissions and Widening Participation on postgraduate admissions criteria (paper BGS 15/05-06).

RESOLVED:

- (a) That the University entry requirement for Research degrees should be a 2.1 degree but individual departments could make a case to the Chair of the Board for the introduction of a 2.2 requirement for Masters by Research courses.
- (b) That a working party with the following membership be established to consider postgraduate admissions criteria and processes:

Faculty of Medicine - Professor M Thorogood
Faculty of Science - Professor M Wills
Chair of the Postgraduate Committee - Richard Cave
Faculties of Arts and Social Studies - nominations to be sought outside the meeting.

26/05-06 Periodic Review of Courses in the Department of Classics

REPORTED:

That the Board of the Faculty of Arts, at its meeting of 26 October 2005, approved the report on the periodic review of courses in the Department of Classics (paper BFA2.05-06).

CONSIDERED:

The report on the periodic review of courses in the Department of Classics (paper BFA2.05-06).

RESOLVED:

That the Department be invited to provide a formal response to the report, noting that the Board would then reconsider the report together with the response.

27/05-06 New and Revised Courses of Study

- (a) School of Law

CONSIDERED:

- (i) LLM in Legal Education (minute BGS.17/05-06 refers)

A proposal from the Law School to introduce a LLM in Legal Education, previously approved in outline by the Board, noting that the Graduate Studies Committee of

the Board of the Faculty of Social Studies at its meeting of 18 October 2005, recommended that the proposal be approved as set out in papers GFSS 15-17/05-06.

RESOLVED:

That the proposal from the Law School to introduce a LLM in Legal Education be approved as set out in papers GFSS 15-17/05-06, subject to the following amendments:

- (A) That it be made clear in part 1 of the course proposal that coursework will account for 120 CATS and the dissertation for 60 CATS.
- (B) That the postgraduate diploma and certificate be offered as entry points.
- (C) That the course would be independently funded and would not charge the standard fee, as approved by the Finance Office and set out in the School's five year plan.
- (D) That one additional member of staff will be required, as set out in the School's five year plan.

(ii) LLM in EU Law in the World Economy (minute BGS 17/05-06 refers)

A proposal from the Law School to introduce a LLM in EU Law in the World Economy, previously approved in outline by the Board, noting that the Graduate Studies Committee of the Board of the Faculty of Social Studies at its meeting of 18 October 2005 recommended that the proposal be approved as set out in papers GFSS 27-29/05-06.

RESOLVED:

That the proposal from the Law School to introduce a LLM in EU Law in the World Economy be approved as set out in papers GFSS 27-29/05-06, subject to clarification in part 1 of the course proposal that the coursework would account for 120 CATS and the dissertation for 60 CATS.

(iii) LLM in Corporate Law and Governance minute BGS 17/05-06 refers)

CONSIDERED:

A proposal from the Law School to introduce a LLM in Corporate Law and Governance, previously approved in outline by the Board, noting that the Graduate Studies Committee of the Board of the Faculty of Social Studies at its meeting of 18 October 2005 recommended that the proposal be approved as set out in papers GFSS 38

and 40/05-06, subject to the Chair receiving Part 2 for Chair's Action.

RESOLVED:

That the proposal from the Law School to introduce an LLM in Corporate Law and Governance be approved as set out in papers GFSS 38 + 40/05-06, subject to the approval of a business plan by the Finance Office.

(b) National Academy for Gifted and Talented Youth

CONSIDERED:

A proposal from the National Academy for Gifted and Talented Youth to introduce an MA in Gifted and Talented Education, noting that the Graduate Studies Committee of the Board of the Faculty of Social Studies at its meeting of 18 October 2005 recommended that the proposal be approved as set out in papers GFSS 48-50/05-06.

RESOLVED:

That the proposal be referred to the Academic Quality and Standards Committee for consideration of the following issues:

- (i) The implications for students registered on the course should the funding for the National Academy for Gifted and Talented Youth come to an end.
- (ii) The location of the course within a non-academic department, noting that the Board of the Faculty of Social Studies, at its meeting of 9 February 2005, had approved the establishment of a Centre for Research into Gifted and Talented Education.

(c) Mercia Institute of Enterprise

CONSIDERED:

A proposal from the Mercia Institute of Enterprise to introduce a Postgraduate Award 'Managing the Enterprising University', noting that proposal had been recommended for approval by the Graduate Studies Committee of the Board of the Faculty of Social Studies at its meeting of 18 October 2005 and the Collaborative, Flexible and Distributed Learning Sub-Committee (papers GFSS54-58 {revised} /05-06).

RESOLVED:

That the proposal be referred to the Academic Quality and Standards Committee for consideration of the location of the course within a non-academic department.

(d) Medical School

(i) Diabetes in Pregnancy

CONSIDERED:

A proposal from the Division of Health in the Community of the Medical School to introduce a new distance delivery variant of the module and postgraduate award entitled "Diabetes in Pregnancy" (paper GCFM 1/05-06 {revised}), noting that:

- (A) The Graduate Studies Committee of the Board of the Faculty of Medicine at its meeting of 18 October 2005 recommended that the proposal be approved, subject to the amendment of section 9 of the Part 5 form to make it clear that the course would not be open to the overseas market in the first instance.
- (B) The Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting of 03 November 2005 recommended to AQSC that the proposal be approved with effect from January 2006, subject to confirmation that attendance at the fifth day of the taught course would be compulsory for students following the Distance Delivery variant, to ensure they enjoy equality of learning opportunity with students following the non-Distance Delivery variant.

RESOLVED:

That the proposal from the Division of Health in the Community of the Medical School to introduce a new distance delivery variant of the module and postgraduate award entitled "Diabetes in Pregnancy" be approved as set out in paper GCFM 1/05-06 {revised}.

(ii) Assisted Reproduction Technology

CONSIDERED:

A proposed change to the CATS weighting of the Assisted Reproduction Technology postgraduate award as set out in paper GCFM5/05-06, noting that the Graduate Studies Committee of the Board of the Faculty of Medicine at its meeting of 18 October 2005 resolved that the proposal be approved.

RESOLVED:

That the proposed change to the CATS weighting of the Assisted Reproduction Technology postgraduate award be approved as set out in paper GCFM5/05-06.

(iii) MSc Implant Dentistry

CONSIDERED:

A proposal from Warwick Medical School to deliver the MSc in Implant Dentistry in a new location, GIFT Singapore (paper CFDLSC 27/05-06), noting that the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting of 03 November 2005 recommended to the Academic Quality and Standards Committee that the proposal be approved.

RESOLVED:

That the proposal from Warwick Medical School to deliver the MSc in Implant Dentistry in a new location, GIFT Singapore, be approved as set out in paper CFDLSC 27/05-06.

(e) Warwick Business School and Warwick Manufacturing Group

CONSIDERED:

A proposal from Warwick Business School and Warwick Manufacturing Group to introduce a Postgraduate Award, 'Business Leadership', noting that the Graduate Studies Committees of the Boards of the Faculties of Science and Social Studies at their meetings of 19 and 18 October 2005 recommended that the proposal be approved as set out in paper SGS.7/05-06.

RESOLVED:

That the proposal from Warwick Business School and Warwick Manufacturing Group to introduce a Postgraduate Award, 'Business Leadership' be approved as set out in paper SGS.7/05-06.

(f) Warwick Manufacturing Group

(i) MSc in Process Technology & Business Management

CONSIDERED:

A proposal to revise course regulations for the post-experience MSc in Process Technology & Business Management noting that the Graduate Studies

Committee of the Board of the Faculty of Science at its meeting of 19 October 2005 recommended that the proposal be approved as set out in paper SGS.8/05-06.

RESOLVED:

That the proposal to revise course regulations for the post-experience MSc in Process Technology & Business Management be approved as set out in paper SGS.8/05-06.

(ii) MSc Engineering Business Management

CONSIDERED:

A proposal from the Warwick Manufacturing Group to deliver the previously approved MSc Engineering Business Management course in partnership with SIM and SIMTech in Singapore as set out in part four of the course approval form (paper CFDLSC 14/05-06), noting that the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting of 03 November 2005 recommended to the Academic Quality and Standards Committee that the proposal be approved.

RESOLVED:

That the proposal from the Warwick Manufacturing Group to deliver the previously approved MSc Engineering Business Management course in partnership with SIM and SIMTech in Singapore be approved as set out in part four of the course approval form (paper CFDLSC 14/05-06).

(iii) Enterprise Excellence

CONSIDERED:

A proposal from the Warwick Manufacturing group for a new Postgraduate Award in Enterprise Excellence, noting that the Graduate Studies Committee of the Board of the Faculty of Science at its meeting of 19 October 2005 recommended that the proposal be approved as set out in paper SGS.6/05-06.

RESOLVED:

That the proposal from the Warwick Manufacturing group for a new Postgraduate Award in Enterprise Excellence be approved as set out in paper SGS.6/05-06.

(g) Warwick HRI

(i) MSc in Plant Bioscience for Crop Production

CONSIDERED:

A proposal for a MSc in Plant Bioscience for Crop Production, noting that the Graduate Studies Committee of the Board of the Faculty of Science at its meeting of 19 October 2005 recommended that the proposal be approved as set out in paper SGS.18/05-06.

RESOLVED:

That the proposal for a MSc in Plant Bioscience for Crop Production be approved as set out in paper SGS.18/05-06.

(ii) MSc in Enterprise in Horticulture

CONSIDERED:

A proposal for a MSc in Enterprise in Horticulture, noting that the Graduate Studies Committee of the Board of the Faculty of Science at its meeting of 19 October 2005 recommended that the proposal be approved as set out in paper SGS.19/05-06.

RESOLVED:

That the proposal for an MSc in Enterprise in Horticulture be approved as set out in paper SGS.19/05-06.

28/05-06 Discontinued Courses of Study

Department of Philosophy

CONSIDERED:

A proposal from the Department of Philosophy to discontinue the MA in Philosophy and Phenomenological Studies, noting that the Graduate Studies Committee of the Board of the Faculty of Social Studies at its meeting of 18 October 2005 recommended that the proposal be approved as set out in paper GFSS 61-65/05-06.

RESOLVED:

That the proposal from the Department of Philosophy to discontinue the MA in Philosophy and Phenomenological Studies be approved as set out in paper GFSS 61-65/05-06.

29/05-06 Revision of the University's Teaching and Learning Strategy

CONSIDERED:

Revision of the University's Teaching and Learning Strategy as set out in paper QEWG4/05-06.

RESOLVED:

That members of the Board send their views on the paper to the Chair, or Secretary or to the Senior Assistant Registrar for Teaching Quality Assurance, noting that a discussion forum would shortly be available on Insite.

30/05-06 Vice-Chancellor's Education Innovation Fund

REPORTED:

That a new £1 million fund had been established over the next two years to support the University's educational mission of being recognised as a world leader in teaching innovations, noting that information was available at

<http://www2.warwick.ac.uk/insite/info/quality/eif/>

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