

# UNIVERSITY OF WARWICK

## Board of Graduate Studies

There will be a meeting of the Board of Graduate Studies at 2.00pm on Thursday 6 October 2005 in the Council Chamber, University House

C E Charlton  
University Secretary

### A G E N D A

#### 1. Terms of Reference

##### TO REPORT:

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.

2. Membership of the Board 2005/06

TO REPORT:

That the membership of the Board for 2005/06 is as set out in paper BGS 1/05-06 (to be tabled).

3. Membership of Sub-Committees

Graduate Awards and Nominations Sub-Committee

TO CONSIDER:

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: Dr A Dowd
  - Faculty of Social Studies

4. Minutes

TO CONSIDER:

The minutes of the meeting of the Board held on 2 June 2005 (previously circulated and at [www.warwick.ac.uk/insite/info/gov/atoz/bgs/minutes/](http://www.warwick.ac.uk/insite/info/gov/atoz/bgs/minutes/))

5. Matters Arising on the Minutes

- (a) IT and library provision for students who have submitted their theses (minute 59b/04-05 refers)

TO RECEIVE:

An oral report from the Secretary on proposals to improve access to University facilities for students after the submission of a thesis.

- (b) Mixed EPSRC 3 and 4 year Doctoral Training Accounts (minute 66/04-05 refers)

TO RECEIVE:

An oral report from the Chair on mixed EPSRC 3 and 4 year Doctoral Training Accounts.

6. Chair's Business

(a) Postgraduate Student Numbers

TO RECEIVE:

An oral report from the Chair on postgraduate enrolments for the academic year 2005/06.

(b) Scholarships

TO RECEIVE:

An oral report from the Chair on the possible setting up of a working group on scholarships.

7. Postgraduate Application Fee Income (minute 53c/04-05 refers)

TO RECEIVE:

An oral report from the Chair on the use of the postgraduate application fee income generated in the financial year 04/05.

8. Postgraduate Committee and Students' Union

TO RECEIVE:

An oral report from the Education Officer on plans for the forthcoming academic year.

9. Periodic Review Reports

TO REPORT:

That the Board of the Faculty of Social Studies at its meeting of May 2005 considered the following periodic review reports and recommended to the Board of Graduate Studies that further guidance be sought from the Centre for Academic Practice by the Board of Graduate Studies on how to equip PhD students properly for undertaking undergraduate teaching, a point that had arisen in both the Economics and CELTE Periodic Reviews.

TO CONSIDER:

(a) A report from the Periodic Review of the Department of Economics held on 14 January 2005 (papers BFSS 31(a-c)/04-05, copy attached)

(b) A report from the Periodic Review of the Centre for English Language Teacher Education held on 28 January 2005 (papers BFSS 32(a-c)/04-05, copy attached).

10. Graduate School Programme for Research Students

TO REPORT:

That details of the Graduate School Programme for 2005/2006 are available at [www.go.warwick.ac.uk/gsp](http://www.go.warwick.ac.uk/gsp) and that details have been circulated to students by email.

11. Study Space for Research Students

TO CONSIDER:

A paper setting out the results of a survey undertaken by the Graduate School on study space for research students ([paper BGS4/05-06, copy attached](#)).

12. University Regulations

TO CONSIDER:

- (a) Proposed changes to University Regulation 14 on Higher Degrees ([Paper BGS 5/05-06, copy attached](#)).
- (b) Proposed changes to University Regulations 16 on Examiners for Higher Degrees and 11 Governing the Procedure to be adopted in the event of suspected cheating in a University Test (included within paper BGS5/05-06).
- (c) Proposed amendments to the Guide to Examinations for Higher Degrees by Research to reflect the above changes to Regulations ([paper BGS 2/05-06, copy attached](#)).

13. Research Ethics

TO CONSIDER:

The research governance framework for the University as approved by the Senate and Council ([paper BGS 6/05-06, copy attached](#)), noting that that amendments are proposed to the Guidelines on the Supervision and Monitoring and Annual Report Form ([paper BGS10/05-06, copy attached](#)) to reflect the changes and that departments would also be asked to confirm that review and approval of research students' proposals had taken place as part of the Graduate School Annual Review process.

14. Graduate School Guidelines

Proposed amendments to the following guidelines to reflect changes to regulations approved in June 2005, proposed changes to Regulations 11,16 and 14 and the new ethical framework:

- (a) Guide to Examinations for Higher Degrees by Research
- (b) Guidelines on Supervision and Monitoring of Research Degree Students .

15. QAA Code of Practice

TO REPORT:

That the QAA special review of research degree provision will be taking place this academic year.

16. New Courses of Study

TO CONSIDER:

Outline proposals from the School of Law:

- (a) A new LLM in Legal Education as set out in paper BGS9/05-06 (copy attached).
- (b) A new LLM in Corporate Law and Governance as set out in paper BGS 11/05-06 (copy attached).

17. Student Satisfaction Survey

TO CONSIDER:

The Student Satisfaction Survey for 2004/2005 (BGS 7/05-06, copy attached).

18. Periodic Reviews for 2005/06

TO REPORT:

That periodic reviews will be carried out in 2005/06 for the following departments: Warwick Medical School, PAIS, Sociology, History, Film and TV, Institute of Education and Renaissance Studies.

19. Any Other Business

20. Reserved agenda

