

## UNIVERSITY OF WARWICK

### Board of Graduate Studies

There will be a meeting of the Board of Graduate Studies at **2.00pm** on **Tuesday, 18 January 2011** in the **Wolfson Research Exchange**, University Library.

J F Baldwin  
Registrar

**Note: Committee papers can be accessed at <https://files.warwick.ac.uk/bgs/browse>. Questions on items on the agenda or apologies for this meeting should be directed to the Assistant Secretary to the Board, Martin Mik ([m.mik@warwick.ac.uk](mailto:m.mik@warwick.ac.uk)).**

### A G E N D A

1. Minutes of the last meeting

TO CONSIDER:

The minutes of the meeting of the Board held on 18 November 2010 (copy attached), noting that item 20(j)/10-11 has been amended since the circulation of the minutes as follows (insertions underlined, deletions ~~struck through~~):

'RESOLVED:

That the departments be invited to identify ~~the appropriate level~~ their exam conventions for the award of a Merit at Master's level and report back to Faculty Graduate Studies Committees and subsequently to BGS to maintain coordination and consistency ~~at Faculty level~~, noting that there are number of collaborative programmes involving several departments.'

2. Matters arising on the minutes

(a) Membership of the Board 2010/2011 (minutes 20/10-11 and 2/10-11 refer)

TO REPORT:

- (i) That Professor R Napier will serve as the Deputy Chair of the Board;
- (ii) That the Students' Union Postgraduate elections did not reach necessary quorum and the following postgraduate student was co-opted at the Students Union Council meeting in November 2010, subject to approval of the Board of the Faculty of Arts:

Ms Y Kay

(b) Membership of Sub-Committees (minutes 20(b)/10-11 and 4/10-11 refer)

(i) Graduate Awards and Nominations Sub-Committee

TO REPORT:

That the Faculty of Medicine nominated the following to serve as Faculty scorers on the Graduate Awards and Nominations Sub-

Committee:

Professor D Grammatopoulos  
Dr T Pawlikowska

- (c) Arts and Humanities Research Council (AHRC) Block Grant Partnership Awards for academic year 2011/12 and beyond (minutes 20(c)/10-11 and 9(b)/10-11 refer)

TO REPORT:

That the Chair has written to the AHRC protesting the disadvantage proposed changes presented for funded students.

- (d) Research Students Skills Provision and Training (minutes 20(f)/10-11 and 9(d)/10-11 refer)

TO REPORT:

That the working group has met and discussions are ongoing and that depending on their progress, a proposal will be presented to the Board at its meeting on 24 February 2011 or 5 May 2011.

- (e) New 4-year Standard Period of Registration for Full-Time PhD Students (minutes 20(g)/10-11, 9(g)/10-11, 101/09-10 and 63/09-10 refer)

TO REPORT:

- (i) That the Student Staff Liaison Committees have been invited to comment on the proposed change from a 3 to 4-year period of registration;
- (ii) That Graduate Studies Committees are invited to discuss a fee for late submission of the thesis at their next meetings and report back to the Board at its February 2011 meeting;
- (iii) That part-time PhD registration period should be extended to 7 years.

TO RECEIVE:

An oral report from the Secretary on operational aspects of the proposed change of standard period of registration for full-time PhD students.

- (f) Erasmus Mundus Call for Proposals (minutes 20(h)/10-11 and 10(c)/10-11 refer)

TO REPORT:

- (i) That the 2011 Erasmus Mundus Call for Proposals (paper BGS 26/10-11, copy attached) is now open for both 'Action 1A: Erasmus Mundus Master Courses (EMMC)' and 'Action 1B: Erasmus Mundus Joint Doctorates (EMJD)', noting that the University prefers Action 1B;

- (ii) That although the deadline is 29 April 2011, the Commission's deadline for submission of the 'Summary Sheet' of a proposed application is 31 March 2011. The Graduate School will contact departments shortly regarding the administrative support and proposed timetable for submission of applications within the University.

- (g) Extension Charge for Students Resubmitting a PGT Project or Dissertation (minutes 20(i)/10-11, 16/10-11, 95/09-10 and 93/09-10 refer)

TO REPORT:

That following discussion at their next meetings on departmental practice regarding supervision of students resubmitting PGT Project or Dissertation, Graduate Studies Committees will report to the Board on 24 February 2011, with a view to the Board formulating best practice guidance for the University.

- (h) Membership of the European University Association – Council for Doctoral Education (EUA-CDE) (minute 27/10-11 refers)

TO REPORT:

That the University application for membership of the European University Association – Council for Doctoral Education (EUA-CDE) has been accepted.

- (i) Nominations to the UK Council of Graduate Education (UKCGE) Executive Committee (minute 28/10-11 refers)

TO REPORT:

That Dr T Barnes (WMG) was nominated for the vacant posts on the Executive Committee of the UKCGE, noting that she was co-opted last year.

- (j) PGT Grade Descriptors and Award of Merits (minutes 20(j)/10-11, 104/09-10 and 60/09-10 refer)

TO RECEIVE:

An oral report from the Chair on the implementation of the Award of Merit.

3. Chair's Business

- (a) University Strategy Refresh

TO RECEIVE:

An oral report from the Chair on the University Strategy refresh discussions.

- (b) Postgraduate Student Enrolment Data 2010/11 (minute 21(a)/10-11 refers)

TO RECEIVE:

An oral report from the Secretary on postgraduate student enrolment data from *Academic Statistics 2010/11*.

- (c) Consolidated Information on Funding and University Scholarships (minute 21(b)/10-11 refers) 15:15

TO RECEIVE:

An oral report from the Project Officer (Postgraduate Scholarships) on the University scholarships portal.

- (d) PGR Funding Working Party (minute 21(c)/10-11 refers)

TO REPORT:

That the PGR Funding Working Party will have the following membership:

Professor J Labbe (Chair)  
Mr A Bounds  
Dr R Earle  
Professor R Napier  
Professor J Neelands

- (e) Expanding the Range of WCPRS

TO REPORT:

That the Chair will be visiting the Board of the Faculties of Arts and Social Sciences to discuss expansion of the range of WCPRS.

- (f) Directors of Graduate Studies' Lunch

TO REPORT:

That the Spring term meeting for Directors of Graduate Studies will take place on Wednesday 9 March 2011 at 12.30 in the Council Chamber.

- (g) New Dedicated Postgraduate Space

TO REPORT:

That a new dedicated postgraduate space will be created in the Coventry House.

4. Postgraduate Forum and the Students' Union

TO RECEIVE:

An oral report from the Education Officer and the PG Forum Coordinator.

5. Postgraduate Taught Experience Survey (PTES) 2011

TO REPORT:

That the University will participate in PTES 2011, noting that no other nation-wide

survey of PGT experience is currently available and that the University survey data will be protected and unavailable to third parties.

6. Postgraduate Research Experience Survey (PRES) 2011

TO REPORT:

That the University will participate in PRES 2011, noting that no other nation-wide survey of PGR experience is currently available and that the University survey data will be protected and unavailable to third parties.

7. Visiting Postgraduate Research Students

TO REPORT:

(a) That the Fees Working Group has confirmed that the quota of student months will only apply to non-paying students, i.e. those visiting Warwick for 8 weeks or less;

(b) That the Fees Working Group has also agreed that students coming from the University's five strategic partners will not count toward the quota.

8. Transferring Postgraduate Research Students

TO RECEIVE:

An oral report from the Chair on the appropriate limit for authorising transfers of postgraduate research students to the University from other HEIs.

9. 2010 PGR Decliner Survey

TO CONSIDER:

A report compiled by the Project Office (Postgraduate Recruitment) on the results of the 2010 PGR Decliner Survey (paper BGS 27/10-11, copy attached).

10. Reports from External Examiners

TO CONSIDER:

A report compiled by the Assistant Secretary to the Board on issues arising from External Examiners' reports on Postgraduate Programmes for 2008-09 (paper BGS 29/10-11, copy attached).

11. PhD Project Advertising

TO RECEIVE:

Information on PhD project advertising packages offered by SARO/Graduate School (paper BGS 33/10-11, copy attached).

12. Graduate School Newsletter

TO RECEIVE:

The Autumn 2010 newsletter issued by the Graduate School since the last meeting of the Board (paper BGS 30/10-11, previously circulated).

13. Revised Course Proposal

MSc in Finance

TO CONSIDER:

A request from Warwick Business School for an in principle approval of a revised MSc course in Finance (paper BGS 31/10-11, copy attached).

14. Any Other Business

15. Next meeting

TO REPORT:

That the next meeting of the Board is on **Thursday, 24 February 2011** in the **Council Chamber**.

AH/MM 11.01.11