

UNIVERSITY OF WARWICK

Board of Graduate Studies

Minutes of the Board of Graduate Studies meeting held on Friday 24 February 2012.

Present: Professor J Labbe (Chair), Professor R Aldrich, Ms J Blackwell, Professor S Brammer, Dr C Bilton, Dr A Dowd, Professor R Earle, Dr J Kidd, Professor D Leadley, Professor R Napier, Mr T Skelhon, Ms A Stewart, Dr P Taylor.

Apologies: Professor K Butcher, Ms A Chowcat, Dr B Clift, Ms J Cooper, Professor F Griffiths, Mr M Locane, Professor J Neelands, Mr D Salter, Dr A Phillips, Dr J Vickery, Professor M Wills.

In attendance: Mr J Kennedy (for item 68/11-12), Mr M Mik, Mr D Pearson, Professor S Shapiro (for item 70(b)/11-12), Mrs R Wooldridge Smith.

58/11-12 Minutes of the last meeting

CONSIDERED:

The minutes of the meeting of the Board held on 16 January 2012, noting that minute 54(a)/11-12 had been corrected since the circulation of the minutes as follows (insertions underlined, deletions ~~struck through~~):

(...)

'(a) Master of Advanced Study in Mathematical Sciences ~~Mathematics~~
(~~minute BGS 97(b)(ii)/10-11 referred~~)

CONSIDERED:

A request from the Warwick Mathematics Institute that the Master of Advanced Study in Mathematical Sciences ~~Mathematics~~ be introduced as set out in paper BGS 57/11-12, noting that following consideration of the original proposal as set out in papers SGS 121-123/10-11, the Board resolved at its meeting on 9 June 2011 (minute BGS 97(b)(ii)/10-11 referred):

(...)

RESOLVED:

That the proposal to establish the Master of Advanced Study in Mathematical Sciences ~~Mathematics~~ with effect from 2013-14 be approved.'

RESOLVED:

That the Minutes of the meeting of the Board held on 16 January 2012, amended as above, be approved.

- (a) Extension requests (minute 46(b)/11-12 referred)

REPORTED:

That the fourth year of registration for PhD students admitted on or after 1 August 2011 would be referred to as 'Submission Pending' to distinguish it from the period of standard registration (three years) and a period of extension, noting that no further primary research was expected to be undertaken in this period and that extensions beyond four years would not be permissible except for genuinely exceptional circumstances.

- (b) New Dedicated Postgraduate Space: Coventry House (minutes 46(c)/11-12, 9(c)/11-12, 87(g)/10-11, 74(f)/10-11, 56/10-11 and 36(g)/10-11 referred)

REPORTED:

- (i) That the name 'Postgraduate Hub' had been formally adopted by the Building Committee for the new dedicated postgraduate space in Coventry House;
 - (ii) That the Postgraduate Hub would be opened formally by the Vice-Chancellor on Wednesday 7 March 2012, noting that all Board members would be invited to attend the event.
- (c) Report from the Skills Working Group (minutes 46(d)/11-12, 87(c)/10-11, 35(d)/10-11, 20(f)/10-11 and 9(d)/10-11 referred)

REPORTED:

- (i) That at its meeting on 16 January 2012, having considered a paper from the Chair on behalf of the Skills Working Group, the Board resolved (minute 46(d)/11-12 referred) 'that Faculty Graduate Studies Committees consider the components of the Portfolio at their Spring Term meetings to ensure their appropriateness for students across disciplines, with a view to supplying examples of activities, the successful completion of which would fulfil each component.'
- (ii) That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Arts resolved the following (minute AGSC 23(b)/11-12 referred):

'That examples of the activities listed for the Portfolio which are already completed by students within their departments might include organising and/or attending departmental research seminars/conferences, preparing funding applications; that teaching skills ought to be included in the Portfolio; and that it is unclear who will quantify and assess the activities.'
- (iii) That, at its meeting on 30 January 2012, the Graduate

Studies Committee of the Board of the Faculty of Medicine resolved that the recommendations in the Skills Working Group paper be taken forward (minute GSCFM 29/11-12 referred);

- (iv) That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Science recommended to Student Careers and Skills the following (minute SGS 21/11-12 referred):

‘That as many of the objectives set out in the Portfolio were already covered through the Research Student Skills Programme (RSSP), students in the Faculty of Science be encouraged to pursue only one of the two schemes rather than both so as avoid unnecessary duplication.’

- (v) That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences resolved that it had supported the introduction of the Warwick Portfolio, noting that completion of the Postgraduate Certificate in Transferable Skills in Science would be an assessed equivalent of the completion of the Portfolio;
- (vi) That the Board would receive a report from the Assistant Registrar (Graduate School) regarding operational issues surrounding the Portfolio at its next meeting.

RECEIVED:

Reports from the Chairs of Graduate Studies Committees on the appropriateness of the Portfolio for students across disciplines and examples of activities, the successful completion of which would fulfil each component.

- (d) University Policy on Remediating Failure at Postgraduate Taught Level to PGT Dissertations/Projects (minute 30/11-12 referred)

REPORTED:

- (i) That, at its meeting on 24 November 2011, it was reported to the Board by the Chair of the Graduate Studies Committee of the Board of the Faculty of Science (minute BGS 30/11-12 referred):
 - ‘(a) That a proposal to introduce a minimum threshold for the application of the University Policy on Remediating Failure at Postgraduate Taught Level to PGT dissertations/projects had been discussed by the Graduate Studies Committee of the Board of the Faculty of Science;
 - (b) That the proposal would be circulated for discussion at other Graduate Studies Committees at their Spring Term meetings with the view of the issue being

considered by the Board at its February 2012 meeting.'

- (ii) That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Arts resolved the following (minute AGSC 22/11-12 referred):

(...)

'(c) That a minimum level of achievement should be set for resubmission to be allowed in a dissertation based module that makes up a substantial part (typically a third to a half) of a Master's degree;

(d) That the proposed minimum threshold of 35% is appropriate.'

- (iii) That, at its meeting on 30 January 2012, the Graduate Studies Committee of the Board of the Faculty of Medicine resolved the following (minute GSCFM 18/11-12 referred):

(...)

'[That] WMS does not support the proposal for implementation in WMS:

- The majority of the students taking a dissertation/professional project are combining their learning with a full-time occupation;
- The decision on whether or not to allow resubmission is one for the Board of Examiners as they will be party to full information about an individual, including any extenuating circumstances.

The Committee has no objection to the implementation of this policy in other faculties.'

- (iv) That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences resolved that it did not support the proposed amendments to the Policy on Remedying Failure at PGT Level and recommended to the Board that the proposed amendments to the Policy be adopted as an example of best practice, but not incorporated as a formal change to the Policy, as a means of permitting departmental discretion on this issue (draft unconfirmed minute GFSS 18(b)/11-12 referred).

CONSIDERED:

A written report from the Chair of the Graduate Studies Committee of the Board of the Faculty of Science proposing to introduce a minimum threshold for the application of the University Policy on Remedying Failure at Postgraduate Taught Level to PGT

dissertation/projects (paper BGS 60/11-12).

RESOLVED:

- (v) That concerns of a number of departments in the Faculty of Science, notably Warwick Manufacturing Group, be acknowledged, noting however that these appeared to be Science Faculty-specific;
 - (vi) That there was not sufficient support for the proposal in its current form for the Board to make a recommendation for adoption of the proposal to the Academic Quality and Standards Committee, but that the Chair of the Graduate Studies Committee of the Board of the Faculty of Science be invited to present a revised proposal taking into account comments from other Graduate Studies Committees for consideration by the Board at a subsequent meeting, this to include issues such as the proportion of students affected in each faculty and particular factors exacerbating the issue in Warwick Manufacturing Group.
- (e) Postgraduate Taught Experience Survey (PTES) 2012 (minute 49/11-12 referred)

REPORTED:

- (i) That the Postgraduate Taught Experience Survey 2012 was launched for Warwick students on 15 February 2012 and would close on 14 June 2012, benefitting from the full period offered by the Higher Education Academy;
- (ii) That 8,190 University PGT students had been invited to participate, including distance learning students, noting that reminder emails would be sent out by the Graduate School on 25 April 2012 and 30 May 2012;
- (iii) That the Graduate School notified all departments of the survey dates, provided timetable of Graduate School email remainders and invited departments to encourage completion of the survey among their PGT students;
- (iv) That the measures that would be employed to increase the University response rate included the following:
 - (A) Regular emails to departments to provide an update on the institutional response rate and invite them to remind their students to complete the survey (to be sent out by the Graduate School on 27 February, 8 May and 6 June 2012);
 - (B) Dedicated PTES webpage available from <http://go.warwick.ac.uk/ptes>;
 - (C) Prize draw for all students participating in the survey;

- (D) Flyers and posters for departmental noticeboards, banners, wallpapers and screensavers for computers, plasma screen slides.
- (f) Membership of Sub-Committees (minutes 45(b)/11-12, 25(b)/11-12 and 5/11-12 referred)

Graduate Awards and Nominations Sub-Committee

REPORTED:

That the Chair of the Graduate Studies Committee of the Board of the Faculty of Arts, acting on its behalf, had taken action to nominate Dr D Lines to serve as the second Faculty of Arts scorer on the Graduate Awards and Nominations Sub-Committee, replacing Professor N Eilan.

60/11-12

Chair's Business

- (a) Appropriate Use of Chair's Action

RECEIVED:

A paper from the Secretary on the appropriate use of Chair's Action, referencing the Board's Terms of Reference (paper BGS 61/11-12).

- (b) Life Sciences BBSRC Doctoral Training Partnership Bid (minutes BGS 18/11-12 and SC 872/10-11 and 845/10-11 referred)

REPORTED:

- (i) That the bid to the BBSRC for a Doctoral Training Partnership, submitted by the University, as lead partner of a consortium with the University of Birmingham and the University of Leicester, had been successful;
- (ii) That the award would fund 45 four-year PhD studentships to be allocated over a period of three years, a proportion of which only would come to Warwick;
- (iii) That the consortium was also awarded 5 Research Experience Placements (REP) per year for 2013 to 2015, designed to give promising undergraduate students a first-hand opportunity to experience research in a UK laboratory and to encourage them to consider a career in scientific research;
- (iv) That BBSRC had subsequently informed the University of additional funding made available for the Research Experience Placements and Professional Internships for PhD Students (PIPS).

(c) WCPRS Workshops

REPORTED:

- (i) That a WCPRS workshop for the Faculty of Arts would take place on Wednesday 21 March 2012, 12-2pm in the Postgraduate Hub;
- (ii) That WCPRS awards devolved to Faculties not allocated by the end of April 2012 would be distributed centrally;
- (iii) That at the request of the Chair of the Graduate Studies Committee of the Board of the Faculty of Social Sciences, the even on 21 March 2012 be opened up also to that Faculty;
- (iv) That the Chair of the Graduate Studies Committee of the Board of the Faculty of Arts notify the Secretary of staff currently preparing bids whom ought to be specifically invited.

(d) Use of Extenuating Circumstances as Grounds for Postgraduate Appeals (minute 36/11-12 referred)

REPORTED:

- (i) That, at its meeting on 24 November 2011, the Board resolved that Faculty Graduate Studies Committees discuss the issue of the use of extenuating circumstances as grounds for postgraduate appeals at their next meeting with the view of identifying best practice and report back to the Board (minute 36/11-12 referred);
- (ii) That the Graduate Studies Committees of the Faculties of Medicine and Social Sciences discussed this item at their meetings on 30th and 31st January 2012 respectively (minute GSCFM 22/11-12 and draft unconfirmed minute GFSS 18(a)/11-12 referred);
- (iii) That the Graduate Studies Committees of the Faculties of Arts and Science would discuss this item at their next meetings and report back to the Board at its second meeting of the summer term.

(e) Thesis Submission Requirements (minute 37/11-12 refers)

REPORTED:

- (i) That, at its meeting on 24 November 2011, the Board resolved that Graduate Studies Committees of the Faculty of Medicine and the Faculty of Science discuss at their next meeting the inclusion of an explicit statement in theses submitted for examination, setting out who carried out the work involved, with the view of identifying best practice and report back to the Board (minute 37/11-12 referred);
- (ii) That the Graduate Studies Committee of the Faculty of

Medicine discussed this item at its meeting on 30 January 2012 (minute GSCFM 33/11-12 referred);

- (iii) That the Graduate Studies Committee of the Faculty of Science would discuss this item at its next meeting and report back to the Board at its second meeting of the summer term.

61/11-12 A Section of the UK Quality Code for Higher Education on Research Degrees

CONSIDERED:

A draft section of the UK Quality Code for Higher Education on research degrees for consultation (paper BGS 62/11-12).

RESOLVED:

That any comments on the draft section of the UK Quality Code for Higher Education on Research Degrees should be forwarded to the Secretary to inform the University's response to the consultation.

62/11-12 Chair's Action

RECEIVED:

A report on items approved by the Chair on behalf of the Board (paper BGS 63/11-12 (revised)) as follows:

(a) Faculty of Science

(i) Department of Computer Science

Introduction of an MPhil/PhD upgrade in the Computer Science PhD Programme

REPORTED:

- (A) That the Chair of the Graduate Studies Committee of the Board of the Faculty of Science, acting on its behalf, took Chair's Action to recommend that the proposal to introduce an MPhil/PhD upgrade in the Computer Science PhD programme, as set out in paper BGS 76/11-12, be approved.
- (B) That the Chair of the Board, acting on its behalf, had taken action to approve the proposal to introduce an MPhil/PhD upgrade in the Computer Science PhD programme as set out in paper BGS 76/11-12, noting that all applicants would initially apply for the MPhil/PhD, but that the department retained the right to recommend an offer for the PhD in Computer Science variant for outstanding candidates.

(ii) Warwick Manufacturing Group

Warwick Manufacturing Group PhD in Engineering and MSc by Research in Engineering

REPORTED:

- (A) That the Chair of the Graduate Studies Committee of the Board of the Faculty of Science, acting on its behalf, took Chair's Action to recommend that the proposal to create a new Warwick Manufacturing Group course code for the PhD in Engineering and the MSc by Research in Engineering be approved, noting that this request was purely operational with no change to the course;
- (B) That the Chair of the Board, acting on its behalf, had taken action to approve the proposal to create a new Warwick Manufacturing Group course code for the PhD in Engineering and the MSc by Research in Engineering.

(b) Faculty of Social Sciences

(i) Warwick Business School

(A) Teaching Shakespeare Admissions Requirements

REPORTED:

That the Chair of the Board, acting on its behalf, had taken action to approve a request from Warwick Business School to reduce the standard postgraduate admissions requirement of two academic references to one professional reference for applicants who hold a PGCE or Qualified Teacher Status, noting that this exemption was limited to the following courses only:

- (1) Postgraduate Certificate in the Advanced Teaching of Shakespeare;
- (2) Postgraduate Award in the Teaching of Shakespeare;
- (3) Postgraduate Award in Stand Up for Shakespeare 1: The Essentials of Teaching Shakespeare in the Classroom;
- (4) Postgraduate Award in Stand Up for Shakespeare 2: The Essentials of Staging and Performing Shakespeare with Children and Young People.

(B) Specialist Master's Programmes: English Language Admissions Requirements

REPORTED:

That the Chair of the Board, acting on its behalf, had taken action to approve a request from Warwick Business School to reduce an overall IELTS requirement to 7.0 for the following courses, noting that the request was made in recognition of current market conditions and in the interest of consistency and comparability across WBS Specialist Master's programmes portfolio and that the Chair required Warwick Business School to review these courses, originally approved on the understanding that students required high English capabilities to cope, to ensure their appropriateness for students with lower language attainments:

- (1) MSc in Management;
- (2) MSc in Marketing and Strategic Management;
- (3) MSc in Accounting and Finance.

(ii) Warwick Institute of Education

MA in Religious Education (draft unconfirmed minute GFSS 22(c)/11-12 referred)

REPORTED:

- (A) That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal from Warwick Institute of Education to revise the title of the 'Master of Arts/Postgraduate Diploma/Postgraduate Certificate in Religious Education' course to the 'Master of Arts/Postgraduate Diploma/Postgraduate Certificate in Religions and Education', as set out in paper GFSS 137/11-12, be approved, noting that the change was proposed to address confusion caused by differing understanding of the term 'Religious Education' in different parts of the world and to align the course with the relevant research unit within the Institute;
- (B) That the Chair of the Board, acting on its behalf, had taken action to approved the proposal from Warwick Institute of Education to revise the title of the 'Master of Arts/Postgraduate Diploma/Postgraduate Certificate in Religious Education' course to the 'Master of Arts/Postgraduate Diploma/Postgraduate Certificate in Religions and Education'.

63/11-12 Postgraduate Forum and the Students' Union

REPORTED:

- (a) That, at its meeting on 23 January 2012, the Students' Union Council approved creation of a new Sabbatical Officer with a responsibility for postgraduate matters;
- (b) That nominations for the 2012 Sabbatical Officers closed on midday on Friday 17 February 2012, noting that the Graduate School invited all postgraduate students to consider submitting a nomination, not only for the new Postgraduate Officer post;
- (c) That the Postgraduate Association would be set up with effect from the academic year 2012/13.
- (d) That 37 nominations had been received for the Sabbatical Officers' posts in the Students' Union for 2012-13, six of which were from postgraduate students, noting that there were five nominations for the newly-established Postgraduate Officer post, three of which were confirmed to be from postgraduate students.

64/11-12 Reports from the Chairs of the Graduate Studies Committees

RECEIVED:

Oral reports from the Chairs of the Graduate Studies Committees.

65/11-12 Institutional Review Reports

RECEIVED:

- (a) An excerpt from the *Abridged List of Recommendations and Responses* referred directly to the Board (paper BGS 58/11-12), noting that full version of the paper was available online from the filestore;
- (b) Summary report of the departmental reports and responses (paper TLR 73/11-12), with the following attachments:
 - (i) Appendix A: a thematic summary of widening participation (paper TLR 74/11-12);
 - (ii) Appendix B: a thematic summary of employability (paper TLR 75/11-12);
 - (iii) Appendix C: a thematic summary of strategic development (paper TLR 76/11-12);
 - (iv) Appendix D: a thematic summary of personal tutoring (paper TLR 77/11-12);
 - (v) Appendix E: a thematic summary of internationalisation (paper TLR 78/11-12);

- (vi) Appendix F: a thematic summary of assessment and feedback (paper TLR 79/11-12);
 - (vii) Appendix G: a thematic summary of research-led teaching (paper TLR 80/11-12);
 - (viii) Appendix H: a thematic summary of joint degrees (paper TLR 81/11-12);
 - (ix) Appendix I: a thematic summary of e-learning and virtual learning environments (paper TLR 82/11-12);
 - (x) Appendix J: a thematic summary of peer evaluation of teaching (paper TLR 83/11-12);
 - (xi) Appendix K: a thematic summary of student progression (paper TLR 84/11-12);
 - (xii) Appendix L: a thematic summary of student feedback (paper TLR 85/11-12);
 - (xiii) Appendix M: a thematic summary of space allocation (paper TLR 86/11-12);
 - (xiv) Appendix N: a thematic summary of postgraduate teaching opportunities (paper TLR 87/11-12).
- (c) A paper on the consideration of the departmental review reports and responses (paper TLR 7/11-12);
 - (d) Paper BGS 59/11-12 regarding the Committee process following the first phase of the Institutional Review and advising Board members about access restrictions.

REPORTED:

That the following issues referred directly to the Board (as set out in paper BGS 58/11-12) had already been addressed:

- (e) Faculty of Science: Mathematics (Recommendation 10.3(ix))

That the introduction of the Master of Advanced Study in Mathematical Sciences was approved by the Board at its meeting on 16 January 2012 (minute 54(a)/11-12 referred).

- (f) Faculty of Science: WMG (Recommendation 10.3(B))

That the Chair and the Secretary had already met with the Department in the context of PGR number planning and acknowledged issues stemming from Warwick Manufacturing Group's specific industry-focussed context, noting that the Board supported the Group in its efforts to increase PGR student numbers and recognised the nature of WMG's operating environment.

RESOLVED:

That the following courses of action be taken on issues referred directly to the Board (as set out in paper BGS 58/11-12):

(g) Faculty of Arts: Theatre & Cultural Policy Studies (Recommendation 10.1(vi)) & Faculty of Science: Computer Science (Recommendation 11.1(ii))

(i) That the decision whether to permit the presence and participation of supervisor(s) at progress review or upgrade meetings rested with academic departments, noting that any decision must comply with existing guidance contained in the *Guidelines on the Supervision and Monitoring of Research Degree Students*, namely that supervisors, if present, did not contribute to the decision of the review/upgrade panel (section 2(e), page 9 of the Guidelines, available online from go.warwick.ac.uk/graduateschool/formslibrary/guidelines_on_supervision_and_monitoring.pdf);

(ii) That, where the supervisor(s) were present/participated, the student be allowed to address the progress review/upgrade panel in camera upon request.

(h) Faculty of Science: Engineering (Recommendation 10.3(xxii))

That the Chair and the Secretary address the issue of PGR recruitment with the School of Engineering during their planned visit to the School.

(i) Faculty of Science: Mathematics (Recommendation 10.3(xii))

That the Chair integrate the recommendation relating to the extension of University funding for PhD students to four years into her proposal to extend Chancellor's Scholarship funding to 3.5 years.

(j) Faculty of Social Sciences: Philosophy (Recommendation 10.3(v))

That the University could not, through the award of funds controlled by the Graduate Awards and Nominations Sub-Committee, provide funding at application stage for 2+2 and 1+3 students.

(k) Faculty of Social Sciences: Sociology (Recommendation 11.4(xx))

That the Board would support the Faculty of Social Sciences in its review of Master's level provision, noting that the Graduate Studies Committee of the Faculty had already been invited to take forward this specific recommendation.

(l) That the issue of teaching opportunities and associated support be brought back to the Board as a strategic item in 2012-13.

REPORTED:

- (a) That at its meeting on 2 February 2012, it was reported to the Academic Quality and Standards Committee:
 - (i) That, at its meeting on 1 November 2011, it was reported to the Committee that the final version of Chapter B7: External Examining of the UK Quality Code, had been published on 28 October 2011 and a mapping of the University's current practice against the updated indicators would be undertaken and reported to the next meeting of the Committee (minute 4/11-12 (c) referred).
 - (ii) That, at its meeting on 7 December 2011, it was resolved that consideration of a mapping of the University's current practices against the updated indicators (paper AQSC.26/11-12) be deferred to the next meeting of the Committee.
- (b) That the Committee considered a mapping of the University's current practices against the updated indicators (paper AQSC.26/11-12) and resolved:
 - (i) That the names, positions and institutions of external examiners be published by the University, noting that it would be preferable to publish the information centrally to ensure that it was kept up to date, with links provided from course information.
 - (ii) That the External Examiners' form and the Guidance Notes for External Examiners be updated in line with discussions in the meeting to ensure that procedures and guidance are aligned to the UK Quality Code.
 - (iii) That further consideration be given to the publication of External Examiners' reports, noting the Committee's concerns that the need for transparency be balanced with recognition of the impact that such a move may have on the openness of external examiners' comments and the administrative implications.
 - (iv) That the University recognised the value of external examining both in terms of the input of external staff and the contribution made by its own staff to other institutions and recognised that external examining was an element of the professional responsibilities of academic staff.
 - (v) That any agreement on the part of Warwick staff to undertake external examining duties was between the staff and the external institution but staff should ensure that, in taking on such responsibilities, they had the capacity and expertise to do so.

RECEIVED:

A mapping of the University's current practices against the updated indicators (paper AQSC.26/11-12).

CONSIDERED:

Proposed amendments to the External Examiners' report form and to the Guidance Notes (paper BGS 64/11-12).

RECOMMENDED (to the Academic Quality and Standards Committee):

That the proposed amendments to the External Examiners' report form and to the Guidance Notes be approved.

67/11-12 Faculty-led Careers Days for Doctoral Students

CONSIDERED:

A paper from the Secretary setting out the objectives of the forthcoming Faculty-led careers days for doctoral students and contributors to each Faculty event (paper BGS 65/11-12 (revised)).

68/11-12 Postgraduate Reduced Fee Scheme

CONSIDERED:

A paper from the Senior International Liaison Officer and an oral report from the Director of the International Officer on issues affecting the reduced fee scheme currently in operation with a number of organisations in international markets (paper BGS 66/11-12).

RESOLVED:

That the revised approach to the postgraduate reduced fee scheme be endorsed, noting that although the expectation was that the scheme would offer flexibility to a standard level of 20% of the standard fee, an upper limit of 30% would be available for application in specific cases where there was a demonstrable benefit.

69/11-12 UK HE International Unit Publication: 'The UK Doctorate: Policy Positions in the European Context'

RECEIVED:

A note from the UK HE International Unit alerting the sector to the publication of 'The UK doctorate: Policy positions in the European context', summarising the UK HE sector's key positions and priorities regarding European doctoral policy (paper BGS 68/11-12).

CONSIDERED:

A paper setting out recommendations for the approval of new courses (paper BGS 69/11-12) as follows:

(a) Cross-Faculty Course Proposal

MSc in Finance and Information Technology (unconfirmed minute SGS 25/11-12 and unconfirmed draft minute GFSS 22(a)(i)/10-11 referred)

REPORTED:

- (i) That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Science considered a proposal from Warwick Business School to introduce a new cross-faculty course entitled 'Master of Science in Finance and Information Technology' (papers SGS 42-45/11-12) and recommended that it be approved.
- (ii) That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences considered a proposal from Warwick Business School to introduce a new cross-faculty course entitled 'Master of Science in Finance and Information Technology' (papers GFSS 61a-d/11-12) and recommended that it be approved.

CONSIDERED:

The proposal from Warwick Business School to introduce a new cross-faculty course entitled 'Master of Science in Finance and Information Technology' as set out in papers SGS 42-45/11-12 and GFSS 61a-d/11-12.

RESOLVED:

That the proposal be approved.

(b) Faculty of Arts

Department of English and Comparative Literary Studies

MA in World Literature (minute AGSC 21/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Arts recommended to the Board that the proposal to introduce a new course entitled 'Master of Arts in World Literature', as set out in papers AGSC 12a-d/11-12, be approved, subject to the inclusion of a Postgraduate Diploma as an exit qualification.

CONSIDERED:

The proposal from the Department of English and Comparative Literary Studies to introduce a new course entitled 'Master of Arts in World Literature' as set out in papers AGSC 12a-d/11-12 and oral report from Professor S Shapiro.

RESOLVED:

That the proposal be approved, subject to conditions set by the Graduate Studies Committee of the Board of the Faculty of Arts, clarification of prerequisite/exclusive relationship between modules, clarification of length of part-time variant and clarification of whether the course is designed to be independently funded.

(c) Faculty of Medicine

(i) MSc in Oral Surgery (minute GSCFM 23(b)/11-12 referred)

REPORTED:

That, at its meeting on 30 January 2012, the Graduate Studies Committee of the Board of the Faculty of Medicine recommended that the proposal to introduce a new course entitled 'Master of Science in Oral Surgery', as set out in papers DMAP SC 11/10-11 (revised 4) and GSCFM 9/11-12, be approved, subject to completion of the Part 4 form and submission of CVs of teaching staff for the collaborative partner.

CONSIDERED:

The proposals from Warwick Medical School to introduce a new course entitled 'Master of Science in Oral Surgery' as set out in papers DMAP SC 11/10-11 (revised 4) and GSCFM 9/11-12.

RESOLVED:

That the proposal be approved, subject to approval by CFDLSC.

(ii) MSc in Oral Surgery with Supervised Clinical Training (minute GSCFM 23(b)/11-12 referred)

REPORTED:

That, at its meeting on 30 January 2012, the Graduate Studies Committee of the Board of the Faculty of Medicine recommended that the proposal to introduce a new course entitled 'Master of Science in Oral Surgery with Supervised Clinical Training', as set out in papers M&CPD SC 28/10-11 (revised) and GSCFM 10/11-12, be approved, subject to the provision of course specifications, completion of the Part 4

form and submission of CVs of teaching staff for the collaborative partner.

CONSIDERED:

The proposals from Warwick Medical School to introduce a new course entitled 'Master of Science in Oral Surgery with Supervised Clinical Training' as set out in papers M&CPD SC 28/10-11 (revised) and GSCFM 10/11-12.

RESOLVED:

That the proposal be approved, subject to approval by CFDLSC and clarification of percentage of course taught by GIFT.

(d) Faculty of Social Sciences

(i) Centre for Lifelong Learning

MA (by Research) in Counselling and Psychotherapy (draft unconfirmed minute GFSS 22(b)(vii)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal from the Centre for Lifelong Learning to introduce a new course entitled 'Master of Arts (by Research) in Counselling and Psychotherapy', as set out in papers GFSS 65a-b/11-12, be approved.

CONSIDERED:

The proposal from the Centre for Lifelong Learning to introduce a new course entitled 'Master of Arts (by Research) in Counselling and Psychotherapy' as set out in papers GFSS 65a-b/11-12.

RESOLVED:

That the proposal be approved.

(ii) Warwick Business School

MSc in Business (draft unconfirmed minute GFSS 22(a)(ii)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal to introduce a new course entitled 'Master of Science in Business', as set out in papers GFSS 62a-e/11-12, be approved.

CONSIDERED:

The proposal from Warwick Business School to introduce a new course entitled 'Master of Science in Business' as set out in papers GFSS 62a-e/11-12.

RESOLVED:

That the proposal be approved, subject to clarification of pathway name Marketing ('Strategic Marketing' on page 4) and evidence of consultation with the Department of Psychology regarding 'Behavioural Science' pathway.

71/11-12 Revised courses

CONSIDERED:

A paper setting out recommendations for the approval of revisions to existing courses (paper BGS 70/11-12) as follows:

(a) Faculty of Science

Warwick Manufacturing Group

(i) MSc in Enterprise Integration Management (unconfirmed minute SGS 26(a)&(d)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Science, following an oral report from the WMG Academic Director of Graduate Studies, recommended that the proposal to discontinue the 'Master of Science in Enterprise Integration Management' course be approved.

CONSIDERED:

The proposal from Warwick Manufacturing Group to discontinue the 'Master of Science in Enterprise Integration Management' course as set out in paper BGS 75/11-12.

RESOLVED:

That the proposal be approved.

(ii) MSc in Automotive Technology (unconfirmed minute SGS 26(b)&(e)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Science recommended that the proposal to revise the 'Master of

Science in Automotive Technology' course regulations, as set out in paper SGS 46/11-12, be approved.

CONSIDERED:

The proposals from Warwick Manufacturing Group to revise the 'Master of Science in Automotive Technology' course regulations as set out in paper SGS 46/11-12.

RESOLVED:

That the proposal be approved.

- (iii) MSc in Cyber Security and Management (unconfirmed minute SGS 26(c)&(f)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Science recommended that the proposal to revise the 'Master of Science in Cyber Security and Management' course regulations, as set out in paper SGS 47/11-12, be approved.

CONSIDERED:

The proposals from Warwick Manufacturing Group to revise the 'Master of Science in Cyber Security and Management' course regulations as set out in paper SGS 47/11-12.

RESOLVED:

That the proposal be approved.

- (b) Faculty of Social Sciences

- (i) Centre for Lifelong Learning

- (A) Postgraduate Certificate in Career Education, Information and Guidance in Higher Education (draft unconfirmed minute GFSS 22(b)(i)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal to revise the 'Postgraduate Certificate in Career Education, Information and Guidance in Higher Education' course, as set out in papers GFSS 100/11-12, 104a-b/11-12 and 108/11-12, be approved.

CONSIDERED:

The proposal from the Centre for Lifelong Learning to

revise the 'Postgraduate Certificate in Career Education, Information and Guidance in Higher Education' course as set out in papers GFSS 100/11-12, 104a-b/11-12 and 108/11-12.

RESOLVED:

That the proposal be approved, subject to revision of learning outcomes to clearly reflect level 7 requirements.

- (B) Postgraduate Diploma in Career Education, Information and Guidance in Higher Education (draft unconfirmed minute GFSS 22(b)(ii)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal to revise the 'Postgraduate Diploma in Career Education, Information and Guidance in Higher Education' course, as set out in papers GFSS 100/11-12, 105a-b/11-12 and 108/11-12, be approved.

CONSIDERED:

The proposal from the Centre for Lifelong Learning to revise the 'Postgraduate Diploma in Career Education, Information and Guidance in Higher Education' course as set out in papers GFSS 100/11-12, 105a-b/11-12 and 108/11-12.

RESOLVED:

That the proposal be approved, subject to revision of learning outcomes to clearly reflect level 7 requirements.

- (C) MA in Career Education, Information and Guidance in Higher Education (draft unconfirmed minute GFSS 22(b)(iii)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal to revise the 'Master of Arts in Career Education, Information and Guidance in Higher Education' course, as set out in papers GFSS 100a-b/11-12 and 108/11-12, be approved.

CONSIDERED:

The proposal from the Centre for Lifelong Learning to revise the 'Master of Arts in Career Education, Information and Guidance in Higher Education' course as set out in papers GFSS 100a-b/11-12 and 108/11-12.

RESOLVED:

That the proposal be approved, subject to revision of learning outcomes to clearly reflect level 7 requirements.

- (D) Postgraduate Certificate in Management of Student Work Experience (draft unconfirmed minute GFSS 22(b)(iv)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal to revise the 'Postgraduate Certificate in Management of Student Work Experience' course, as set out in papers GFSS 100/11-12, 102a-b/11-12 and 108/11-12, be approved.

CONSIDERED:

The proposal from the Centre for Lifelong Learning to revise the 'Postgraduate Certificate in Management of Student Work Experience' course as set out in papers GFSS 100/11-12, 102a-b/11-12 and 108/11-12.

RESOLVED:

That the proposal be approved, subject to revision of learning outcomes to clearly reflect level 7 requirements.

- (E) Postgraduate Diploma in Management of Student Work Experience (draft unconfirmed minute GFSS 22(b)(v)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal to revise the 'Postgraduate Diploma in Management of Student Work Experience' course, as set out in papers GFSS 100/11-12, 103a-b/11-12 and 108/11-12, be approved.

CONSIDERED:

The proposal from the Centre for Lifelong Learning to revise the 'Postgraduate Diploma in Management of Student Work Experience' course as set out in papers GFSS 100/11-12, 103a-b/11-12 and 108/11-12.

RESOLVED:

That the proposal be approved, subject to revision of learning outcomes to clearly reflect level 7 requirements.

- (F) MA in Management of Student Work Experience (draft unconfirmed minute GFSS 22(b)(vi)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal to revise the 'Master of Arts in Management of Student Work Experience' course, as set out in papers GFSS 100/11-12, 101a-b/11-12 and 108/11-12, be approved.

CONSIDERED:

The proposal from the Centre for Lifelong Learning to revise the 'Master of Arts in Management of Student Work Experience' course as set out in papers GFSS 100/11-12, 101a-b/11-12 and 108/11-12.

RESOLVED:

That the proposal be approved, subject to revision of learning outcomes to clearly reflect level 7 requirements.

- (ii) Warwick Business School

- (A) Postgraduate Certificate in Strategic Leadership (draft unconfirmed minute GFSS 22(a)(iii)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal to revise the 'Postgraduate Certificate in Strategic Leadership' course, as set out in papers GFSS 110-112/11-12, be approved.

CONSIDERED:

The proposal from Warwick Business School to revise the 'Postgraduate Certificate in Strategic Leadership' course as set out in papers GFSS 110-112/11-12.

RESOLVED:

That the proposal be approved.

- (B) MBA (Distance Learning) (draft unconfirmed minute GFSS 22(a)(iv)/11-12 and minutes BGS 67(c)(iv)(B)/10-11 and 88(b)(ii)(A)/10-11 referred)

REPORTED:

- (1) That, at its meeting on 24 February 2011, the Board considered a proposal from Warwick Business School to revise the assessment methods for the 'MBA (Distance Learning)' course, as set out in papers GFSS 93/10-11, and resolved that the proposal be approved, subject to clarification that the same 24-hour period applies to downloading and submission of work;
- (2) That Warwick Business School clarified that the 24-hour period applied to downloading and submission of work, and that the Chair of the Board, acting on its behalf, subsequently took action to approve the revision of the assessment methods for the 'MBA (Distance Learning)' course, with the 24-hour period assessment limited to one year only, at which stage Warwick Business School shall report back to BGS on their experience with the use of this new method of assessment.
- (3) That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal from Warwick Business School to revise permanently the assessment methods for the 'MBA (Distance Learning)' course, as set out in paper GFSS 106/11-12, be approved.

CONSIDERED:

The proposal from Warwick Business School to revise permanently the assessment methods for the 'MBA (Distance Learning)' course as set out in paper GFSS 106/11-12.

RESOLVED:

That the proposal be approved, noting that late penalties of 3 marks per hour be applied.

- (C) MBA (Executive) (draft unconfirmed minute GFSS 22(a)(v)/11-12 referred)

REPORTED:

That, at its meeting on 31 January 2012, the Graduate Studies Committee of the Board of the Faculty of Social Sciences recommended that the proposal to revise the 'MBA (Executive)' course regulations, as set out in paper GFSS 42/11-12, be approved.

CONSIDERED:

The proposal from Warwick Business School to revise the 'MBA (Executive)' course regulations as set out in paper GFSS 42/11-12.

RESOLVED:

That the proposal be approved, subject to supply meeting demand, consideration of widening participation implications and, if appropriate, approval by CFDLSC.

- (iii) Warwick Institute of Education

Alteration.....of.....length.....of.....Postgraduate Diploma/Certificate/Award courses for part-time study

REPORTED:

- (A) That the Chair of the Board, acting on its behalf, had previously taken action to approve a retrospective alteration of course length for Warwick Institute of Education Master's courses from four years to a maximum of five years, a change necessitated by the removal of PPD funding and the Institute's attempts to offset negative impact thereof on recruitment of part-time home students by allowing for fees being payable over a longer period of time, noting that this change had been reflected in amended course regulations since October 2010, but that the Institute omitted to formalise the change via University committee structure at the time (paper GFSS 288/10-11) (minute BGS 20(d)(iii)(A)/11-12 referred);
- (B) That in its previous request, Warwick Institute of Education did not include similarly affected Postgraduate Diploma/Certificate/Award courses and was requesting alteration of maximum length of study

for all Postgraduate Diploma/Certificate/Award courses, as set out in paper BGS 72/11-12, noting that the Chair of the Graduate Studies Committee of the Board of the Faculty of Social Sciences, acting on its behalf, had taken action to approve this alteration.

CONSIDERED:

The proposal from Warwick Institute of Education to alter retrospectively the maximum length for Postgraduate Diploma/Certificate/Award courses as set out in paper BGS 72/11-12.

RESOLVED:

That this proposal be approved.

72/11-12 Postgraduate Awards

RECEIVED:

A list of approved Postgraduate Awards (paper BGS 71/11-12) as follows:

Faculty of Social Sciences

(a) Centre for Lifelong Learning

REPORTED:

That the Centre for Lifelong Learning approved revision of the following Postgraduate Awards (draft unconfirmed minute GFSS 24(b)/11-12 referred):

- (i) 'Research Methods';
- (ii) 'Working with Higher Education Students in Further Education';
- (iii) 'Research Project';
- (iv) 'Graduate Employers and Labour Markets';
- (v) 'Group Work';
- (vi) 'Management'.

(b) Warwick Business School

REPORTED:

That Warwick Business School approved introduction of the following Postgraduate Awards (draft unconfirmed minute GFSS 24(a)/11-12 referred):

- (i) 'Strategic Leadership (The Shrewsbury and Telford Hospital NHS Trust)';
- (ii) 'Strategic Leadership (Network Rail) (two module format)'.

(c) Warwick Institute of Education

REPORTED:

That Warwick Institute of Education approved introduction of the following Postgraduate Awards (draft unconfirmed minute GFSS 24(c)/11-12 referred):

- (i) 'Advanced Research Methods: Nature and Ethics of Research Enquiry' (standard and on-line variants);
- (ii) 'Advanced Research Methods: Qualitative Methodology' (standard and on-line variants);
- (iii) 'Advanced Research Methods: Quantitative Methodology' (standard and on-line variants);
- (iv) 'Inter Faith Dialogue for Young People';
- (v) 'Rethinking Children and Childhood'.

73/11-12 Departmental Scholarships Nominations

REPORTED:

That departmental scholarships nominations were now open, noting that queries should be directed to the Project Officer (Postgraduate Scholarships).

74/11-12 Next meeting

REPORTED:

That the next meeting of the Board would be on **Thursday, 3 May 2012 at 2pm** in the Council Chamber, University House.