

UNIVERSITY OF WARWICK

Board of Graduate Studies

There will be a meeting of the Board of Graduate Studies at 2pm on Thursday 21 November 2013 in CMR 1.0, University House.

K M Sloan
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, Kathryn Weir (kathryn.weir@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 9 October 2013 ([available online](#)).

2. Matters arising on the minutes

(a) Membership of the Board 2013/2014 (minute 2/13-14 refers)

TO REPORT:

- (i) That Professor J Hayton would serve on the Board of Graduate Studies as one of the four members of academic staff appointed by the Senate;
- (ii) That Professor S Gundle, rather than Dr A Phillips, would serve on the Board of Graduate Studies as one four co-opted members of academic staff, subject to the approval of the Senate;
- (iii) That Mr A Thompson would sit on the Board of Graduate Studies as the postgraduate student appointed by the Board of Faculty of Arts from amongst the departments in the Faculty;
- (iv) That Mr T Soykan would sit on the Board of Graduate Studies as the postgraduate student appointed by the Board of Faculty of Social Sciences from amongst the departments in the Faculty;
- (v) That Mr S Parr would sit on the Board of Graduate Studies as the postgraduate student appointed by the Board of Faculty of Science from amongst the departments in the Faculty;
- (vi) That Ms S Cheng and Mr A Sandhu would sit on the Board of Graduate Studies as the postgraduate students appointed by the Board of Faculty of Medicine from amongst the departments in the Faculty.

(b) Graduate Awards and Nominations Sub-Committee (minute 5/13-14 refers)

TO REPORT:

- (i) That the Faculty Graduate Studies Committees, at their last meetings, nominated the following to serve as Faculty Selectors on the Graduate Awards and Nominations Sub-Committee:

(A) Faculty of Arts

- (1) TBC;
(2) TBC.

(B) Faculty of Medicine

- (1) Dr A Adams;
(2) Professor D Grammatopoulos.

(C) Faculty of Science

- (1) Professor A Troisi;
(2) Professor V Buchanan-Wollaston.

(D) Faculty of Social Sciences

- (1) TBC;
(2) TBC.

TO CONSIDER:

- (ii) The election of four members of the Board to serve as representatives on the Graduate Awards and Nominations Sub-Committee.

- (c) Graduate School Review (minute 12(c)/13-14 refers)

TO CONSIDER:

- (i) Report of the Review of the Warwick Graduate School (paper BGS 27/13-14, copy attached);
(ii) Appendix 2: Graduate School self-evaluation document (paper BGS 28/13-14, copy attached);
(iii) Appendix 3: Graduate School organisation chart (paper BGS 29/13-14, copy attached).

- (d) Aligning policy on hard and electronic copies of theses (minute 16/13-14 refers)

TO REPORT:

That a paper from the Chair regarding the alignment of policy on hard and electronic copies of theses would be considered at the next meeting of the Board.

- (e) Allocation of supervisors to Postgraduate Taught students (minute 18/13-14 refers)

A paper from the Chair providing guidance on 'exceptional circumstances' for the purposes of considering requests for the reallocation of supervisors (paper BGS 30/13-14, copy attached).

3. Chair's Business

- (a) PTES/PRES update;
- (b) Space and accommodation for postgraduate students;
- (c) University policy for temporary withdrawal for postgraduate research students;
- (d) EPSRC DTC awards;
- (e) Postgraduate Conference;
- (f) Ethics approvals for work undertaken by postgraduate students.

4. Reports from the Chairs of the Graduate Studies Committees

TO RECEIVE:

- (a) Oral reports from the Chairs of the Graduate Studies Committees;
- (b) Oral reports from the Chairs of the Graduate Studies Committees concerning the formation of Board of Graduate Studies Working Groups.

TO CONSIDER:

- (c) A paper from the Chair of the Graduate Studies Committee of the Faculty of Social Sciences addressing issues arising out of the last meeting of the Board (paper BGS 31/13-14, copy attached).

5. Postgraduate Forum and the Students' Union

TO CONSIDER:

A copy of the Postgraduate Student-Staff Liaison Committee Annual Report 2013, prepared by the Postgraduate Officer (paper BGS 32/13-14, copy attached).

6. Late submission of research theses

TO CONSIDER:

A paper from the Assistant Registrar (Graduate School) proposing a revision to the University's policy relating to the late submission of theses (paper BGS 33/13-14, copy attached).

7. Postgraduate Recruitment

TO CONSIDER:

- (a) A copy of the final postgraduate admissions data for the 2013-14 academic year provided by the Postgraduate Admissions Service Manager (paper BGS 34/13-14, copy attached);
- (b) An oral report from the Project Officer (Postgraduate Recruitment) on the forthcoming Postgraduate Open Day.

8. Chair's Action

TO RECEIVE:

A report on items approved by the Chair on behalf of the Board (paper BGS 35/13-14, copy attached).

9. New course proposals

A paper setting out recommendations for the approval of new courses (paper BGS 36/13-14, to follow).

10. Revised course proposals

A paper setting out recommendations for the approval of revisions to existing courses (paper BGS 37/13-14, to follow).

11. Any Other Business

12. Next meeting

TO REPORT:

That the next meeting of the Board is on Tuesday 14 January, 9.30am, in CMR 1.0.

MO/KW 2/11/13

Records & Finance/BGS/2013-14/2013.11.21/BGS AGENDA November 13