UNIVERSITY OF WARWICK

Minutes of the meeting of the Board of Graduate Studies held on Thursday 8 October 2015

Present: Professor J Palmowski (Chair), Mr A Brewerton, Dr J Burns, Dr A Cristea, Ms R
                Davis, Professor A Dowd, Dr J Garde-Hansen, Professor D Hewitt, Dr K
                Kirwan, Mr S Lamb, Dr N Monk, Dr J Pearson, Dr A Pinter, Dr P McTernan,
                Professor L Roberts, Professor P Roberts, Professor M Saward, Professor P
                Scott, Mr N Shiers, Professor D Steinberg, Professor M Wills

Apologies: Ms S Hattersley, Professor A Lockett, Dr Z Newby, Professor G Riello,
                Professor A Stewart

In Attendance: Mr D Brandist (for item 19/15-16), Mr A Higgins, Ms L Larard, Mr D Pearson

1/15-16   Terms of Reference

            REPORTED:

            That the terms of reference of the Board were as set out in paper BGS 1/15-16.

2/15-16   Membership of the Board 2015/2016

            REPORTED:

            (a)   That the membership of the Board for 2015/16 was as set out in paper BGS
                    2(revised)/15-16.

            (b)   That in addition to those listed in the previously circulated paper, the following
                    members had been nominated:

                    (i)   Dr J Burns;

                    (ii)   Dr A Cristea;

                    (iii)   Professor P Scott.

3/15-16   Conflicts of Interest

            REPORTED:

            (a)   That, should any members or attendees of the Board have any conflicts of
                    interest relating to agenda items for the meeting, they should be declared in
                    accordance with the CUC Guide for Members of Higher Education
                    Governing Bodies in the UK;

            (b)   That no conflicts of interest relating to agenda items for the meeting were
                    reported.

4/15-16   Freedom of Information Act: Publication Scheme

            REPORTED:

            (a)   That the University commits to publishing the minutes, agendas and non-
                    reserved business of University bodies and committees on the University

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website, as part of its Publication Scheme under the Freedom of Information Act 2000;

(b)   That members of the Board are reminded that minutes of Board meetings will be published in this way.

5/15-16   <u>Schedule of Meetings of the Board</u>

REPORTED:

That the Board would meet subsequently as follows during the academic year 2015-16:

19 November 2015 at 9am in CMR 1.0, University House;
12 January 2016 at 9.30am in CMR 1.0, University House;
16 February 2016 at 2pm in CMR 1.0, University House;
28 April 2016 at 9.30am in CMR 1.0, University House;
31 May 2016 at 2pm in CMR 1.0, University House.

6/15-16   <u>Membership of Sub-Committees</u>

<u>Graduate Awards and Nominations Sub-Committee</u>

CONSIDERED:

The election of representatives to the Graduate Awards and Nominations Sub-Committee, noting that the formal membership is as follows:

(a)   The Chair of the Board as the Chair;

(b)   The Chairs of the Graduate Studies Committees of the Boards of the Faculties of Arts, Medicine, Science and Social Sciences;

(c)   Four members of the Board, one from each of the Faculties:
Faculty of Arts;
Faculty of Medicine;
Faculty of Science;
Faculty of Social Sciences.

With the additional representation of the following Faculty Selectors (not Committee members) in determining awards to be made by the University, two from each Faculty:

(d)   Faculty of Arts;
Faculty of Medicine;
Faculty of Science;
Faculty of Social Sciences.

RESOLVED:

(e)   That the members of the Board acting as representatives on the Graduate Awards and Nominations Sub-Committee would be:

(i)   Dr J Burns (Faculty of Arts)

(ii)   Dr P McTernan (Faculty of Medicine)

	(iii)	Dr J Pearson (Faculty of Science)
	(iv)	Dr A Pinter (Faculty of Social Sciences)

(f)   That the Faculty Selectors would be elected as soon as possible and reported at the next meeting of the Board.

7/15-16   <u>Nomination for Membership of the Board of Undergraduate Studies</u>

CONSIDERED:

The nomination of a representative of the Board to serve on the Board of Undergraduate Studies.

RESOLVED:

That Dr J Pearson had agreed to continue to serve as the representative of the Board on the Board of Undergraduate Studies.

8/15-16   <u>Nomination of student member on the University Research Ethics Committee</u>

CONSIDERED:

The nomination of a student member of the Board to serve on the University Research Ethics Committee.

REPORTED (by the Postgraduate Officer):

That a student member would be nominated following the Students' Union elections, results of which are expected in Week 3.

9/15-16   <u>Minutes of the last meeting</u>

CONSIDERED:

The minutes of the meeting of the Board held on 2 June 2015 as set out in paper BGS 3/15-16.

RESOLVED:

That the minutes of the meeting of the Board held on 2 June 2015 be approved.

10/15-16   <u>Matters Arising on the Minutes</u>

(a)   <u>Mitigating Circumstances Review (minute BGS 94(e)/14-15 refers)</u>

REPORTED:

That Disability Services had been consulted on the existing arrangements in relation to mitigating circumstances in the postgraduate research examination process.

RESOLVED:

That the Chair and Secretary would review the procedure for considering circumstances which adversely impact students on the day of the viva and provide an update to the next meeting of the Board.

(b) Annual Course Review Reports (minutes BGS 100-101/14-15 refer)

REPORTED:

(i) That the summary PGT Annual Course Review Reports prepared by the Faculties of Medicine and Social Sciences had not yet been received;

(ii) That the summary PGT and PGR Annual Course Review Reports prepared by the Faculty of Arts were identical and separate reports had not yet been received.

(c) Auditing of Modules (minute BGS 79(b)/14-15 refers)

REPORTED:

That Teaching Quality would provide guidance in relation to auditing of modules.

(d) Religious Observance (minute BGS 79(a)/14-15 refers)

REPORTED:

That Teaching Quality was investigating policy in relation to the timetabling and consideration of issues regarding religious observance.

(e) Sessional Teachers Project (minute BGS 80/14-15 refers)

REPORTED:

(i) That the Project was the successor to the disbanded TeachHigher initiative;

(ii) That the following groups have been established to progress the project:

(A) User group consisting of sessional teachers and postdoctoral and professional tutors;

(B) Project Group within Human Resources;

(C) Steering group under the oversight of the Academic Resourcing Committee.

(iii) That the project was currently in its early stages and involved seven pilot departments;

(iv) That further updates would be provided at future meetings of the Board.

(f) Postgraduate Welcome Week

REPORTED (by the Chair):

(i) That Welcome Week had been considered a success and that thanks should be extended to the Graduate School, Library, Student Careers

and Skills, the Office for Global Engagement, and Students' Union for their contribution to the programme;

(by Ms R Davis):

(ii)   That the evaluation survey was being sent out the following week and the results from the survey could be presented to the Board at a future meeting;

11/15-16   Postgraduate Forum and the Students' Union

REPORTED (by the Postgraduate Officer):

(a)   That the Students' Union noted the success of the Postgraduate Welcome Week and the importance of ongoing postgraduate community initiatives throughout the year;

(b)   That noting that there had been issues in relation to housing for postgraduate students at the start of term, the Students' Union would welcome a review of the allocation process and requested that academic departments be mindful of possible disruption affecting students in the coming weeks;

(by the Chair):

(c)   That the accommodation situation had presented an improvement on previous years, and recognising that staff had been handling a challenging situation, the Board's thanks be expressed to Warwick Accommodation.

(by the Postgraduate Officer):

(d)   That the following themes had emerged from SSLC reports:

(i)   Resources, including availability of books and e-books, locker and private study space;

(ii)   Lack of clarity in relation to availability of pastoral support for postgraduate research students;

(iii)   Remuneration for teaching and preparation time;

(iv)   A need for additional English language support.

(e)   That all Faculty postgraduate representatives would be elected in Week 3;

(f)   That the Students' Union's priorities for the forthcoming year would include:

(i)   Sessional teaching;

(ii)   Postgraduate spaces;

(iii)   Postgraduate accommodation;

(iv)   Postgraduate community;

(v)   Postgraduate widening participation.

RESOLVED:

That the Senior Tutor would re-circulate information on advice and support arrangements for PGR students to Directors of Graduate Studies.

12/15-16   Reports from the Chairs of the Graduate Studies Committees

REPORTED:

(by Professor P Roberts, Chair of the Graduate Studies Committee of the Board of the Faculty of Arts):

(a)   That the Committee welcomed the creation of designated PGR study rooms in the Humanities building;

(b)   That the Faculty was currently creating a forum for PGR feedback;

(c)   That there had been several successful Faculty welcome and induction events;

(d)   That CADRE had launched a new professional development programme for students within the Arts Faculty.

(by Professor L Roberts, Chair of the Graduate Studies Committee of the Board of the Faculty of Medicine):

(e)   That Warwick Medical School was currently undergoing a restructure in relation to administrative and academic functions, with several new appointments due to join the School in the coming months.

(by Professor M Wills, Chair of the Graduate Studies Committee of the Board of the Faculty of Science):

(f)   That the Committee would welcome an announcement on the procedure and timescales for this year's WCPRS scheme.

13/15-16   Postgraduate Taught Experience Survey (PTES) 2015

CONSIDERED:

A report from the Chair and the Postgraduate Student Development Officer (Graduate School) on the results of the Postgraduate Taught Experience Survey (PTES) 2015, submitted to Steering (paper SC.206/14-15).

REPORTED:

(a)   That the overall results were excellent, particularly in relation to overall satisfaction;

(b)   That the Graduate School is working with academic departments on the implementation of action plans arising from the results;

(c)   That the results demonstrated potential issues with the provision of English language support services and the increasing international cohort which were being addressed, noting that more departments have engaged with the Centre for Applied Linguistics than in the past;

(d) That it is important that students are provided with sufficient information to ensure that the survey questions are understood, noting that the majority of questions are set by the Higher Education Academy;

(e) That the responses to questions relating to university-wide issues, such as space and community are generally less positive than those for which departments are able to directly influence.

14/15-16   Postgraduate Research Experience Survey (PRES) 2015

CONSIDERED:

A report from the Chair and the Postgraduate Student Development Officer (Graduate School) on the results of the Postgraduate Research Experience Survey (PTES) 2015, submitted to Steering (paper SC.184/14-15).

REPORTED:

(a) That the results demonstrated a real improvement on previous years, particularly in relation to supervision and induction;

(b) That the results also highlighted areas for improvement, including in the areas of professional development, progression and support for teaching;

(c) That the response rate was higher than the national average, and for the first time, demonstrated that the majority of the PGR student population had responded;

(d) That the language used in some of the questions would not be familiar to students, and that departments could consider incorporating this into their discourse with students.

RESOLVED:

(e) That the Graduate School would consider appropriate mechanisms for providing feedback on the wording of questions to the Higher Education Academy,

(f) That Board members were invited to provide further feedback on the questions included in the Survey to the Graduate School.

15/15-16   Graduate Priorities for 2015/2016

CONSIDERED:

A paper from the Chair setting out the strategic priorities of the Board over the coming year (paper BGS 4/15-16).

REPORTED (by Dr J Garde-Hansen):

(a) That in order to avoid departmental/faculty events clashing with University-wide induction events, it would be useful if a schedule of events could be provided to departments earlier than is currently the case;

(by the Postgraduate Officer):

(b)   That the Students' Union would welcome the inclusion of postgraduate space and widening participation in the priorities for the 2015-16 academic year;

(by the Chair):

(c)   That in, relation to minute BGS11(f)/15-16, the issues of space and widening participation are not within the Board's remit, but that the Board would provide input into these initiatives where appropriate.

16/15-16   Chair's Business

(a)   Refugee studentships

REPORTED:

That the University was currently considering the way in which the scheme would be implemented.

(b)   Doctoral Training Bids

REPORTED:

(by Professor M Saward)

(i)   That the ESRC DTP bid was due on 18 February 2016 and that the University is currently in discussions with a number of potential partnership institutions;

(by the Chair):

(ii)   That EPSRC bids would be moving to a two year cycle allowing for greater flexibility within the Grant, but representing an overall reduction in the allocation received by the University;

(iii)   That there would be a new condition on EPSRC bids in relation to the requirement for a strategic case outlining how allocated funding will be utilised in future

(c)   PGR Skills Development Framework

REPORTED:

(i)   That the website for professional development for postgraduate researchers had been launched;

(ii)   That work on an integrated IT platform was currently being progressed, noting that this would include a common booking system;

(iii)   That consideration would be given to how best to recognise students' engagement with professional development, including the possible introduction of a University-wide certificate.

(d)   Deregistration of students outside of their registration period

REPORTED:

(i)   That the Graduate School has investigated the proposal of immediately withdrawing students who had failed to submit their thesis by the end of the registration, concluding that this would not be possible for a number of operational reasons, including students' Tier 4 status;

(ii)   That submission rates seemed to be improving, but that there were still some areas of concern and in some cases, a perception that extensions over the four year registration would be permitted;

(by Dr K Kirwan):

(iii)   That a cultural change is required within some departments to ensure that submissions within a student's submission period increase in future;

(by the Postgraduate Officer):

(iv)   That it would be beneficial to receive information on the number of late submissions and the reasons for these;

(by the Secretary):

(v)   That the Graduate School would be able to provide details on the distribution of late submissions across departments, but that information on the reasons for late submission is not currently collected.

17/15-16   Hardship Fund

CONSIDERED:

A paper from the Academic Director of the Graduate School on the future of the Thesis Completion Hardship Fund (paper BGS 5/15-16).

REPORTED (by Professor A Dowd):

(a)   That the Fund was originally introduced with a budget of £50,000 per academic year to encourage thesis completion for the REF deadline, but was never widely publicised;

(b)   That the budget now stands at £30,000 per academic year, which represents a maximum of 17 fully funded grants, noting that seven have already been allocated in 2015/16;

(c)   That the intention of the Fund is to provide financial support specifically targeted at ensuring on-time thesis submission.

RESOLVED:

That the proposals outlined by the Deputy Chair be approved, noting that:

(d)   Applications for the Fund should be considered on a quarterly basis with advertised deadlines for receipt of applications;

(e)   The funding available in each quarter be normally proportionate to the expected number of submissions within that period;

(f)   Grants would cover a maximum period of three months and that the level of funding granted would be up to, but not exceeding, half the research council stipend rate (£586 per month for 2015/16);

(g)   The Deputy Chair of the Board and the Head of Student Funding should consider applications and provide a report to the Board on the allocation of funds on an annual basis;

(h)   Availability of funding should be limited to students experiencing unexpected circumstances which would prevent completion within their registration period;

(i)   Students would be eligible to apply for funding within the final 12 months before submission i.e. during the fourth year for full-time registration or equivalent for part time students;

(j)   Multiple applications be permitted, noting that awards should be limited to one per student.

18/15-16   Departmental visits regarding PGR Monitoring Records

CONSIDERED:

A paper from the Senior Assistant Registrar (Graduate School) regarding the review of PGR records and the process for consideration of the outcomes of departmental visits (paper BGS 6/15-16).

REPORTED:

(by the Senior Assistant Registrar (Graduate School)):

That although many departments record details of interaction with students via Tabula, some retain paper records only, requiring the need, in some cases, for departmental visits as opposed to remote access to records;

(by Professor P Scott):

That enabling access to full Tabula records rather than an audit trail for this purpose may have intellectual property implications, especially within the Sciences;

RESOLVED:

That the proposal set out in paper BGS 6/15-16 be approved, noting that:

(a)   A minimum of two files per year of study be identified for review;

(b)   CDTs that are considered as separate departments for administrative purposes would be subject to review of the full allocation of files as specified at minute BGS 18(a)/15-16 above, but that CDTs integrated in wider departments would be included within departmental allocations.

(c)   The Graduate School undertake reviews and provide a report to the Board on an annual basis;

(d) Departmental records should be reviewed utilising a three year cycle where records are considered satisfactory, with the possibility of more regular reviews if records are identified as non-compliant.

19/15-16   Amendment to University Regulation 37 Governing Taught Postgraduate Courses

CONSIDERED:

A paper from the Assistant Registrar (Student Records) in relation to PGT exam boards and extensions (paper BGS 7/15-16).

REPORTED (by the Administrative Officer (Student Records)):

(a) That in the event that a Board of Examiners wishes to grant an extension in excess of six months (including any previously approved extensions) existing practice is that approval is required from the Chair of the Board of Graduate Studies;

(by Professor D Hewitt):

(b) That the Board of Examiners would be best placed to determine whether additional time is required, noting the individual circumstances of particular students and any reasonable adjustments;

RESOLVED:

That the Chair and Deputy Chair be empowered to recommend to the Academic Quality and Standards Committee that Regulation 37 be amended to enable Boards of Examiners to agree extensions in excess of six months based solely on academic judgement and the circumstances of the student (subject to receipt of appropriate evidence), noting that no further extensions could be approved unless there were truly exceptional circumstances.

20/15-16   Authorised Absence

CONSIDERED:

A paper from the Senior Assistant Registrar (Graduate School) on a proposed extension to the maximum period of authorised absence within an academic year (paper BGS 8/15-16).

REPORTED (by Dr A Pinter):

That extending the period of authorised absence for postgraduate taught students would be problematic due to the limited time to undertake missed work;

RECOMMENDED (to the Compliance Working Group):

(a) That PGR students be permitted to request periods of authorised absence up to 60 days in exceptional circumstances only, noting that the standard period should remain as six weeks per academic year;

(b) That the maximum period of authorised absence for PGT students should remain at six weeks per academic year.

21/15-16   Nomination of Examiners for Research Degrees – Conflicts of Interest

CONSIDERED:

A paper from the Administrative Officer (Graduate School) on the avoidance of conflict of interest in the PGR examination process (paper BGS 9/15-16).

REPORTED:

(a) That the existence of a professional relationship between a proposed examiner and student/supervisor does not inevitably result in a conflict of interest;

(b) That, due to the nature of the examination process, in some cases it is inevitable that the most relevant examiner may have a professional relationship with the student/supervisor, or be subject of the student's work, but that a process needs to be in place to ensure that the outcome of the examination is not adversely affected due to the appointment of such an examiner;

(c) That in addition to departments being asked to declare potential conflicts of interest, students should also be permitted this opportunity;

(d) That guidance on situations which may give rise to a conflict of interest would be useful, noting that this should not automatically rule out the nomination of a specific examiner;

RESOLVED:

That the Graduate School would draw up a list of potential conflicts for consideration by the Board at its next meeting.

22/15-16 PhD by Published Work

CONSIDERED:

A paper from the Senior Assistant Registrar (Graduate School) on the introduction of guidelines regarding the admission to a PhD by Published Work (paper BGS 10/15-16).

REPORTED:

(a) That there was an absence of guidance in relation to admission for PhDs by published work

(b) That the introduction of a requirement for articles to be published in refereed publications would be a useful indication of quality;

(c) That, noting that the length of time leading to publication varies across disciplines, the impact and value of publications would be a greater indication of quality than solely the number of publications;

RESOLVED:

(d) That applications for the award of PhD by Published Work should:

(i) Be normally composed of at between 3-8 publications;

(ii) Be accompanied by a statement by the proposed Academic Advisor, outlining the Candidate's suitability for admission to a PhD programme and any further relevant details regarding the Candidate including their employment (current or past), area of expertise and profile within their discipline;

(iii) Include further contextual information regarding the publications, including, but not limited to, the profile of journals that articles have been published in, the number of citations, and their significance to the field.

(e) That the requirement that two external examiners be appointed as standard be retained for quality assurance purposes;

RECOMMENDED (to the Fees Working Group):

That the examination fee, which is not currently levied, be incorporated into the PhD by Published Work course fee.

23/15-16 <u>Amendment to Regulation 11 on the Procedure to be Adopted in the Event of Suspected Cheating in a University Test</u>

CONSIDERED:

A paper from the Senior Assistant Registrar (Graduate School) outlining a proposed amendment to Regulation 11 to enable Chairs of Faculty Boards and (Under)Graduate Studies Committees to sit on committees that consider students within their own faculty (paper BGS 11/15-16).

REPORTED (by the Senior Assistant Registrar (Graduate School)):

(a) That the Regulation as currently constituted is in direct conflict with regulations governing postgraduate appeals, in that Chairs of Faculty Graduate Studies are required to consider appeals from within their own Faculty;

(by Mr S Lamb):

(b) That it is important that Chairs of Faculty Graduate Studies do not act as Chair to Investigating Committees considering cases against students in their own department or whom they have previously taught;

RECOMMENDED (to the Academic Quality and Standards Committee):

That the proposed amendment to Regulation 11 as set out in paper BGS 11/15-16 be approved.

24/15-16 <u>Any Other Business</u>

25/15-16 <u>Chair's Action</u>

REPORTED:

(a) <u>Guidelines on the Supervision and Monitoring of Research Degree Students</u>

That the Chair of the Board, acting on its behalf, had taken action to approve minor amendments to the Guidelines on the Supervision and Monitoring of Research Degree Students in relation to revised expectations regarding departmental monitoring procedures (minute BGS 95/14-15 refers).

(b) <u>Requirements for Taught Postgraduate Awards</u>

That the Chair of the Board, acting on its behalf, had taken action to recommend to the Academic Quality and Standards Committee the proposal to amend the Requirements for Taught Postgraduate Awards as set out in paper BGS 13/15-16, be approved, noting that this has also received Chair's Action approval from all Faculty Graduate Studies Committees.

(c) <u>Faculty of Arts</u>

<u>Theatre and Performance Studies</u>

<u>MA in International Performance Research</u>

That the Chair of the Board, acting on its behalf, had taken action to approve the discontinuation of future recruitment to the MA in International Performance Research, noting that the course itself cannot be discontinued while there are students registered.

(d) <u>Faculty of Science</u>

(i) <u>Warwick Mathematics Institute</u>

<u>PhD in Mathematics of Systems</u>

(A) That, at its meeting on 9 February 2015, the Board resolved that a proposal from Warwick Mathematics Institute to introduce a new integrated PhD in Mathematics of Systems, as set out in paper SGS.26/14-15, be approved, subject to the following conditions:

(1) Receipt of a suitable and satisfactory external assessors report;

(2) Clarification as to the length of the course, noting that the usual period of registration for a full time PhD programme is four years.

(B) That the conditions have been satisfied and the Chair of the Board, acting on its behalf, had subsequently taken action to approve the proposal to introduce a new integrated PhD in Mathematics of Systems.

(ii) <u>Warwick Manufacturing Group</u>

<u>MSc/PGDip/PGCert/PGA in Systems Engineering Technical Leadership</u>

(A) That, at its meeting on 9 February 2015, the Board resolved that a proposal from Warwick Manufacturing Group to introduce a new MSc/PGDip/PGCert/PGA in Systems Engineering Technical

Leadership, as set out in papers SGS.15 (a-c)/14-15, be approved, subject to the following conditions:

(1) Clarification of the learning objectives which would not apply to the Postgraduate Certificate and Postgraduate Diploma as set out in the course specification;

(2) Formal sign-off by the course leader and Head of Department.

(B) That the conditions have been satisfied and the Chair of the Board, acting on its behalf, had subsequently taken action to approve the proposal to introduce a new MSc/PGDip/PGCert/PGA in Systems Engineering Technical Leadership.

(iii) Department of Chemistry

MSc in Polymer Chemistry

(A) That at its meeting on 2 June 2015, the Board resolved that a proposal from the Department of Chemistry to revise the MSc in Polymer Chemistry as set out in paper SGS 60/14-15, be approved, subject to receipt of the CA1 form with signatures of the Course Leader, Head of the Department of Chemistry and collaborating/consulted departments;

(B) That the conditions have been satisfied and the Chair of the Board, acting on its behalf, had subsequently taken action to approve the proposal to revise the MSc in Polymer Chemistry.

(e) Faculty of Social Sciences

(i) Warwick Business School

(A) MSc Business (Accounting & Finance)

MSc Business (Financial Management)

That the Chair of the Board, acting on its behalf, had taken action to grant 'in principle' approval to the proposals from Warwick Business School to introduce a new MSc in Business (Accounting & Finance) and MSc in Business (Financial Management), as set out in paper PQC.89/14-15.

(B) Doctorate in Business Administration

(1) That at its meeting on 9 February 2015, the Board resolved that a proposal from Warwick Business School to introduce a new Doctorate in Business Administration (DBA) as set out in papers GFSS 83(a-c)/14-15, be approved, subject to the following conditions:

(a) Clarification as to the role of Professors in Practice, in particular in relation to training, supervision and pastoral support;

(b) Clarification as to credits to be awarded for research training;

(c) Receipt of full list of staff contributing to teaching and examination;

(d) Formal sign-off by the course leader and Head of Department;

(e) Confirmation that the proposal has been considered by an existing SSLC;

(f) Noting that the Graduate Studies Committee has requested an external assessor's report, it should be noted that this should not be provided by an existing external examiner.

(2) That the conditions have been satisfied and the Chair of the Board, acting on its behalf, had subsequently taken action to approve the proposal to introduce a new Doctorate in Business Administration (DBA).

(C) Global Energy MBA

That the Chair of the Board, acting on its behalf, had taken action to approve an amendment to the Global Energy MBA as set out in paper GFSS 230/14-15.

(ii) Centre for Education Studies

MA in International Education and Development

(A) That at its meeting on 2 June 2015, the Board resolved that a proposal from the Centre for Education Studies to introduce three new courses under the umbrella 'International Education and Development', as set out in papers GFSS.208a-g/14-15, be approved subject to the following:

(1) Receipt of CA1 form signed by the Heads of Departments collaborating on the proposed MA;

(2) Confirmation that financial arrangements for cross-departmental attendance on modules has been agreed;

(3) Receipt of satisfactory external assessor's report;

(4) Clarification regarding the reasoning for the omission of the learning objective 'Develop advanced academic writing skills' from the course specification for the MA International Education and Development;

(5) Clarification as to why no specific QAA subject benchmark is identified in either the CA1 or the Course Specification;

(6) Further information regarding the number of credits required for a Postgraduate Diploma and Postgraduate

Certificate, noting that no specific modules are specified for these awards to be made;

(7)   Justification being provided as to why a student cannot initially enrol on a Postgraduate Diploma.

(B)   That the conditions have been satisfied and the Chair of the Board, acting on its behalf, had subsequently taken action to approve the proposal to introduce three new courses under the umbrella 'International Education and Development'.

As at 19 October 2015