Unreserved Business

minutes

Board Meeting on 8 November 2011

Present: Professor Hewett (Chairman), Professor Barker, Professor Cardwell, Professor Coakley, Dr Cook, Professor Ford, Professor Goldhill, Professor Heal, Dr Hiley, Dr Lasenby, Dr Padman, Professor Rallison, Ms Watson, with Dr Maxwell as Secretary and with Mr Bennett, Ms Benton, Ms Gannon, Ms Howes, Ms Wilkinson, Ms Pickard and Ms Watts in attendance.

Apologies: Professor Gelsthorpe and Dr Sargan

3832 Minutes

The minutes of the meeting held on 11 October 2011 were approved.

3833 Declarations of Interest

There were no declarations of interest.

3834 Matters for Discussion

The Secretary tabled a report on the future arrangements for the Board, to be published in The Reporter on 9 November 2011, confirming its revised constitution.

Action: All – email the Secretary regarding willingness to join the revised Board.

3835 Examination Allowance Appeal Procedure: Amendments To Regulations

The Board approved the amendments to regulation 12 of the General Regulations for Admission as a Graduate Student and regulation 16 of the General Regulations for the MSt degree.
3836 Request to Accept ESOL English Language Proficiency Qualifications For Graduate Admission

The Board recommends all students to be interviewed before acceptance onto a graduate course starting on or after 1 October 2012 and requires that all students be interviewed before acceptance onto a graduate course starting on or after 1 October 2013.

Action: Secretary to notify Degree Committees

The Board approved the Language Centre’s recommendation with the proviso that it be reviewed after one year.

Action: Secretary - Review English language proficiency requirements in November 2012.

3837 School of Technology Bursary Schemes

The Board noted the report on the School of Technology’s bursary schemes for its premium fee MPhil course.

3838 Graduate Courses Under the Jurisdiction of the Degree Committee for the Faculty of Human, Social and Political Sciences

The Board noted that the HSPS Degree Committee has taken responsibility for the MPhils in African Studies, Modern & South Asian Studies and Development Studies, and the PhD in Development Studies.

3839 Entry Clearance Route for non-EEA External Examiners

The Board noted that non-EEA External Examiners must enter the country on a Tier 5 visa, not a business visa and that a compliance unit has been created to deal with this.

Action: All – report any problems experienced by non-EEA External Examiners to the Secretary or Rebecca Macintosh at Human Resources.

The view was expressed that teleconferencing and other new technologies should be more widely used as an alternative to examiners traveling to the UK.

3840 Request to Amend Special Regulations: MPhil in Industrial Systems, Manufacturing and Management

The Board noted the amendment to remove the requirement for a report on a design project and to make the oral examination mandatory only at the discretion of the examiners.
3841 **MPhil in Economics and Economic Research 2010-2011**

The Board noted the results of the 2010/11 MPhil students and that the Department’s progress would continue to be monitored throughout the year.

3842 **CISS/CHESS: Proposed Changes To The Departmental Ranking Exercise**

The Board considered the proposed changes to the departmental ranking exercise and agreed to action the report.

It was noted that reducing the CHESS bursaries from full to half resulted in a higher rate of acceptance.

3843 **Report of the Faculty Board of Clinical Medicine on the MD Degree**

The Board approved the proposal to retain the title ‘Doctor of Medicine’ and rename the higher doctorate ‘Doctor of Medical Science’.

The Board recommended that existing holders of the [lower – primary degree?] degree should be offered the opportunity to up-grade to the higher doctorate.

3844 **Graduate Admissions Update**

The Board considered the paper on graduate admissions and discussed the effects of the cap on MPhil admissions. It was agreed to continue with the cap but to encourage departments to be more flexible, within the cap, with numbers for each course.

3845 **Update on Electronic Document Management for graduate admissions**

The Board received an updated report on the use of EDM for graduate admission. It was noted that high numbers of documents have been received, however deadlines have been staggered to prevent excessive peaks in uploading.

Professor Cardwell reported that the problems experienced by the Department of Engineering had been taken seriously and his experience of EDM had been positive. It was agreed that EDM was very satisfactory.

There will be a feedback meeting in January 2012 with CamSIS to discuss any problems.

Action: All – feedback by January 2012 on the use of EDM in schools and departments.
3846 Request to Amend the Special Regulations: MPhil Economic and Social History

Subject to the removal of the word ‘either’ in 1(c), the Board approved the request.

3847 Thanks

The Chairman thanked all members of the Board for the enormous amount of work they had put in.