Unreserved Business

minutes

Board Meeting on 30 April 2013

Present: Professor Cardwell (Chairman), Dr Cook, Dr Dixon, Dr Hiley, Dr Lasenby, Dr McLarty, Dr Padman, with Mr McCallum as Acting Secretary. Ms Green, Ms Reed, Ms Wilkinson and Ms Watts were in attendance.

Apologies for absence: Professor Forsyth and Dr Maxwell

The Board observed a period of silence in memory of Professor Philip Ford, member of the Board, who had died on Monday 8 April 2013.

4036 Minutes

The minutes of the meeting held on 12 March 2013 were approved.

4037 Declarations of Interest

There were none in respect of the Unreserved Business.

4038 Proposal for a Philip Ford Studentship

Following the recent death of Professor Ford, the Board agreed that, until further notice, a CHESS PhD or MPhil studentship be assigned to the Faculty of Modern and Medieval Languages and named the Philip Ford Studentship. It was noted that Clare College might be in a position to provide supplementary income.

4039 Board Membership

The Board was reminded that following the revision of its responsibilities, its membership had been reduced from a maximum of 15 to 8. Having noted that 5 members were required to approve
degrees and taking into account the load required in the consideration of Appeals and Complaints, the Board agreed to recommend that provision be made for up to 4 co-opted members. The Acting Secretary undertook to promote the necessary change to the Ordinances governing the Board (Statutes and Ordinances, p.124).

4040 Request to amend the regulations

The Board agreed to propose an amendment of Regulation 10 of the General Regulations for Admission as a Graduate Student (Statutes and Ordinances, p. 439) so as to read:

“The Board shall have the power to remove a student from the register of graduate students…”

4041 Graduate Admissions: Academic conditions
(Paper 4910)

The Board agreed that the graduate admissions procedure should be amended so that confirmation of admission of students registered for courses which finished very close to the beginning of their proposed course at Cambridge should be expedited in the manner proposed in paper 4910 (save in those instances where a particular level of performance was required by the Cambridge institution.

4042 Graduate Admissions: Proposed amendment to the Financial Undertaking Form)

The Board noted that the current Financial Undertaking Form did not include mention of costs for consumables or additional research costs. Faculties and Departments were required to make the Graduate Admissions Office aware of any additional research costs at the point of offer so that they might be included in the financial condition. The Board agreed that the text on the Financial Undertaking Form should read:

“Some courses also require additional costs for consumables, field work or other research costs which you will need to make provision for as these will be in addition to the based estimated living costs.”

The Board further agreed that a degree of regulation in this area would be appropriate. Students were entitled to know, prior to application, whether additional costs would be required and the typical amount of such costs. A rationale for any such costs should be provided and, unless the student’s research interests shifted significantly, the costs advertised should be regarded as binding on the University institution concerned. Having noted that, following its recent Review, the QAA had made a recommendation regarding central oversight of course
information, the Board agreed that the General Board’s Education Committee should consider this matter further.

4043 Graduate Admissions: Maintenance Rates for entry in 2014-15 (Paper 4911)

The Board agreed to accept the Standing Committee’s proposals and the Standing Committee’s calculation for future increases, and they also agreed to recommend to the Standing Committee that future increases were divisible by 12 so as to provide a monthly rate for courses of less than 12 months.

4044 Application to renew University Partner Institute (UPI) status: Babraham Institute (Papers 4912-3)

The Board agreed to renew the UPI status of the Babraham Institute for a further five years.

4045 Request to charge additional course costs (Paper 4914)

The Board agreed that those students, taking the routes indicated below, on the Faculty of Education’s MEd and MPhil programmes who wish to become accredited practitioners be charged as follows

- Child & Adolescent Psychotherapeutic Counselling £975
- Psychology in Education £1217

but, in line with earlier decisions, they further agreed that the automatic increase be not more than CPI.

The Board noted that these additional costs were principally made up of the accreditation fee together with additional teaching and administration costs.

4046 Transfer of administration of PCGE-MEd from the Faculty of Education to the Board of Graduate Studies (Paper 4915)

The Board agreed that:

1. the Graduate Admission Office should manage admission to the PGCE-MEd for entry in 2014-15;
2. student administration of the PGCE-MEd should be transferred to the Student Registry in October 2014.
Graduate Admissions: request for full disclosure for applicants who have previously undertaken a course at Cambridge (Paper 4916)

After considering the two proposals from the Degree Committee for the Faculties of Clinical and Veterinary Medicine, the Board agreed that applicants be asked to indicate if they have previously studied at graduate level in Cambridge; the prospective new Department might then follow up such disclosures.

The Board declined to support the Degree Committee’s recommendation that students who failed their first year assessment and had, as a consequence, not be registered for PhD, be prohibited from applying for a new PhD programme immediately.

Request to suspend course: MSt in Historic Environment (Paper 4917)

The Board agreed that the MSt in Historic Environment should be put into abeyance with immediate effect. The Board further agreed that any future proposal to activate the programme should be accompanied by a new business case.

Any Other Business

Interviews for applicants

The Board agreed that all applicants who departments wish to consider for an offer of admission be interviewed.