Unreserved Business

minutes

Board Meeting on 8 October 2013

Present: Professor Prager (Chairman), Dr Cook, Professor Forsyth, Dr Hiley, Dr Lasenby, Dr McLarty, Dr Padman, Dr Quinn, with Dr Maxwell as Secretary and with Ms Barlow, Mr Bennett, Ms Fage, Mrs Green, Ms Watts and Ms Wilkinson in attendance.

Apologies: Dr Dixon, Dr Grounds, Professor Hewett

4082 Minutes

The minutes of the meeting held on 9 July 2013 were approved.

4083 Declarations of Interest

There were no declarations of interest.

4084 Minutes of the Admissions and Funding Working Group

The Board received the minutes.

The Board noted the following recommendations from the Working Group.

a  Implementation of a single funding application deadline (including receipt of all supporting documents) for central funding for admission in 2015/16 (i.e. application round opening September 2014);

b  For the above deadline date to be in either December or January;

c  For offers of funding and admission from the above round, to be made by the end of March;
d For a clear proposal based on the above proposed dates to be circulated to Schools to enable them to choose between a December/March proposal and a January/March proposal;

e To implement a selection of deadline dates for departments to choose from for applications considered outside the above funding round;

f For college funding decisions to be made on the same timetable;

g The Isaac Newton Trust to work with colleges to make combined offers of funding for 2014/15 admission, with a central committee placing applicants in the college with the funding;

h Offers of funding to have a deadline by which the awardee must accept by (or the offer will lapse).

4085 Fraudulent Applications

The Board noted that many problems relating to fraudulent applications could be reduced by interviewing applicants who were to be made an offer of admission (see also Minute 4087).

Ms Wilkinson reported that the Graduate Admissions Office had already put measures in place to reduce fraudulent applications, including enhanced membership of NARIC, which enables transcripts to be checked more thoroughly.

4086 Personal and Professional Development: Report on workshops for Supervisors 2012-13

The Board received the report.

4087 Graduate applicant interviews

Although the Board noted that there may be resource implications, particularly since two interviewers were required, it reiterated its expectation that all students who departments wish to consider for admission should be interviewed. Members of staff that wish to be exempted from interviewing for specific courses or in specific cases must inform the board that they have opted out and provide a statement of how they will ensure the quality of students and reduce cases of fraud.

The Board agreed to note where issues arise and, if necessary, ask departments to modify their procedures.

The Board agreed that in cases where the academic conditions had not been met, an interview must always take place.
The Board received the report.