



Senate

Paper Title	Research Degrees Programmes and Examinations Board Executive Summary October-November 2015
Outcome requested	Senate is asked to note the executive summary of business considered by the Research Degrees Programmes and Examinations Board (RDPEB).
Points for Senate members to note and further information	This paper summarises business considered by RDPEB at meetings held in October and November 2015.
Questions for Senate to consider	Senate is asked to note the report.
Regulatory/statutory reference points	RDPEB has oversight of quality and standards issues relating to research degree programmes. The quality assurance framework is key to the maintenance of academic standards and the quality of the student learning experience.
Strategy and risk	
Reporting/consideration route for the paper	
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Sponsor	Professor Bill Spence, Vice-Principal (Research)

RESEARCH DEGREE PROGRAMMES AND EXAMINATIONS BOARD

EXECUTIVE SUMMARY

Meetings and membership

1. The Research Degree Programmes and Examinations Board meets monthly. The membership comprises:
 - Director of the Doctoral College [Chair]
 - Faculty Deputy Deans for Research (PGR)
 - One additional representative (a school/institute Director of Graduate Studies) from each Faculty

The secretariat is provided by the Research Degrees Office.

Examinations Business

2. The Board:
 - considers and approves nominations for internal and external examiners for research degrees;
 - considers and approves outcomes of research degree examinations and views all examiners' reports;
 - considers and makes decisions on applications to interrupt studies and extensions to the thesis submission deadline;
 - approves awards for research degrees on behalf of Senate.

Decisions are recorded in the minutes of the monthly meetings of the Board.

Terms of Reference and Membership

3. As mentioned in the last report to Senate the Board has been considering the administrative burden on the Director of Graduate Studies (DGS) from each faculty joining the Board for three years. In order to reduce the load on individuals and to offer an opportunity to increase experience of the work of the Board across schools and institutes, the Board has decided to reduce the term of office for the DGS member from each faculty from three to two years, with the proviso that membership may be extended by one year to three years if the individual is willing to continue to serve and with the approval of the Board.
4. The revised terms of reference are annexed to this report for approval by Senate.

Suspension of Regulations

5. The Board approved a request for suspension of the Academic Regulations to permit the appointment of two internal examiners from other Colleges of the University of London for the examination of a candidate from the School of Geography. There is usually one internal examiner who is normally a member of another College of the University of London and one external examiner who is external to the University of London.
6. In the review of the Academic Regulations for Research Degree Programmes a proposal to change the regulations to permit the internal examiner to be a member of QMUL staff is under discussion.

Programmes and collaborations

7. The Board approved a request from the School of Languages, Linguistics and Film to establish a new research degree programme title: PhD in Applied Linguistics. The programme will follow the format of the School's existing PhD programmes for admission criteria, progression, supervision, skills training, student feedback, and quality assurance arrangements.
8. The Board provided comments to the School of Biological and Chemical Sciences on the arrangements for its new Joint Postgraduate Training Programme with Nanchang University. Under this collaboration, students will register and study for a masters' degree at Nanchang University and, subject to meeting the admissions criteria, will register and study for a PhD programme at QMUL. The programme aims to increase the research collaboration between NCU and QMUL.

SITS project

9. The Board received a report on the scope of the new SITS project to develop workflows on MySIS to support processes operated by the Research Degrees Office and schools/institutes, replacing paper forms, and to improve access to data for students and staff. Any changes to policy on research degree programmes and examinations raised by project developments will be brought to the Board for discussion and decision.

Mary Childs, RDO, ARCS
November 2015



Research Degree Programmes and Examinations Board

Terms of Reference and Membership

Terms of reference

- To consider and approve proposals for all new research degree programmes, including all proposals for collaborative research degree programmes;
- To consider amendments to the Academic Regulations for research degree programmes, and associated policies and guidance;
- To consider *and approve* nominations of internal and external examiners for all research degrees examinations;
- To monitor outcomes of research degree examinations and review examiners' reports;
- To approve awards of research degrees to individual candidates;
- To consider requests for interruptions of study and extensions to the maximum registration period/writing-up period;
- To monitor compliance with the Regulations and Code of Practice for Research Degree Programmes within Schools and Institutes;
- To consider action to be taken following the publication of national guidance relating to research degrees, and the quality assurance and monitoring activity of external agencies such as QAA, HEFCE and research funders;
- To have oversight of the admission of students to research degree programmes.

Membership

- Director of the Doctoral College [Chair]
Professor Jon May (HSS Deputy Dean for Research (PGR))
[two year term of office as Director: 2014-15 and 2015-16]
- Faculty Deputy Deans for Research (PGR)
Professor Mike Watkinson (S&E)
Professor Tim Warner (SMD)

- One further representative from each Faculty [to be appointed for a ~~fixed~~ term of ~~three~~ two years. The appointment may be extended by one year to a maximum of three years with the approval of the Board.]

Dr Paul Allen (SMD) [term of office 2014-15, 2015-16]

Dr Simon Dixon EECS (S&E) [term of office 2015-16, 2016-17]

To be appointed (HSS)

In attendance

- Assistant Academic Registrar (Research Degrees)
- Members of the Research Degrees Office
- The Doctoral College Manager

Mary Childs
November 2015