



Senate

Paper Title	Research Degrees Programmes and Examinations Board Executive Summary November 2018 – February 2019
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 November 2018 – February 2019.
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	Vice-Principal (Research) Dr Paul Allen, Director of the Doctoral College and Chair of the Research Degrees Programmes and Examinations Board

RESEARCH DEGREE PROGRAMMES AND EXAMINATIONS BOARD

EXECUTIVE SUMMARY

November 2018 – February 2019

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. The Doctoral College Manager is in attendance.

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 reviews 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.

Studentship terms and conditions 2019-20

3. The Board approved the draft terms and conditions for studentships offered by QMUL commencing in 2019-20, for example the QMUL Principal's Studentships and UKRI Research Council awards. The main changes are:
 - point 5: the addition of text on data sharing with an external funding provider to be compliant with GDPR regulations. The list of data items has been based on guidance from the UKRI Terms and Conditions of research council training grants April 2018.
<https://www.ukri.org/files/legacy/news/training-grants-january-2018-pdf/>.
 - point 8: text on suspension of payments clarified

Institute of Dentistry changes to research degree award titles

4. The Institute of Dentistry has reviewed the list of fields of study for doctoral

awards. The Board has approved:

- *New awards in* Dental Implantology, Forensic Dentistry, Microbiology, Oral Bioengineering, Oral Biology, Oral Cancer Studies, Oral Science, Periodontology, Regenerative Medicine, and Restorative Dentistry
- *Removal of awards in:* Biomedical Materials, Dental Physical Sciences, Experimental Medicine & Oral Pathology, Microbiology/Infection, Molecular Pathology, Oral Oncology, Oral Pathology

European Joint Doctorate Applications : EECS and SMD

5. The Board noted that the following applications had been submitted to the European Commission's Marie Skłodowska-Curie actions (MSCA) funding scheme, providing grants for all stages of researchers' careers - doctoral candidates or researchers - and encouraging transnational, intersectoral and interdisciplinary mobility. The MSCA enable research-focused organisations (universities, research centres, and companies) to host talented foreign researchers and to create strategic partnerships with leading institutions worldwide.
6. European Joint Doctorate applications have been submitted by:
 - a. School of Medicine and Dentistry with Humanitas University Italy, and the Universities of Maastricht and Barcelona. QMUL leads Professor Mauro Perretti and Dr Paul Allen;
 - b. EECS with the University Autónoma de Madrid, University of Genoa, University de Bordeaux, and Pázmány Péter Catholic University. QMUL lead Professor Andrea Cavallaro EECS.

SMD MB PhD Experimental Biomedicine Training Programme proposal

7. The School of Medicine and Dentistry is considering the development of a new research degree model for MBBS students, provisionally titled the MB PhD Experimental Biomedicine Training Programme. Students would be recruited from the QMUL MBBS and GEP programmes and would interrupt studies for three years to join the MB PhD. MB PhD students would be expected to submit the thesis within a three year deadline in order to return to the MBBS/GEP programme.
8. The Board has discussed the provisional proposal and agreed that the proposal should proceed to Part 1 Programme Approval for further development and wider discussion.

Mary Childs
Research Degrees Office, ARCS



QMUL RESEARCH STUDENTSHIPS 2019-20

Acceptance form

Studentship terms and conditions

1. Awards must be accepted by return of this form within seven days of the date of the award offer letter.
2. All awards are subject to satisfactory completion of the conditions attached to your offer of a place to study at Queen Mary University of London.
3. Awards cannot be deferred. You must take up your award at the beginning of the academic year for which it is offered, unless it is allied to a project with a different starting date as stated in the award offer letter. Exceptionally, Queen Mary will consider requests to delay the start date of a research studentship by three months (e.g. due to contractual employment commitments). Such requests must be made in writing to the Research Degrees Office [*or to the school/institute issuing the funding offer letter*] and must be received no later than four months before the date the award is due to commence.
4. As a registered student, you will be bound by the Queen Mary Academic Regulations and Code of Practice for Research Degree Programmes, and associated policies and procedures. See: <http://www.arcs.qmul.ac.uk/research-degrees/research-degree-students/index.html>
5. If your award is funded by external agencies, you will also be bound by the terms and conditions required by the funding provider(s). This may include the provision of information to the funding provider about the student(s) it is supporting. For example student name, project title and topic, project summaries, registration and expected thesis submission dates, aggregated information regarding demographics, student numbers, stipend levels, qualifications, age at start, migration levels (from first degree university to another). This list is based on advice from the not exhaustive and will vary by provider. All data provided to an external funding provider will be managed in accordance with the General Data Protection Regulation (GDPR) 2018 and the terms and conditions of the agreement between Queen Mary and the funding provider.
6. The award holder's main residence should be suitably near to Queen Mary to be able to attend regular supervision meetings in person with their supervisory team, attend doctoral training and research events as required by their school/institute, and to use the research facilities provided by Queen Mary.
7. Stipends are paid quarterly in advance, normally on the 1st of October, January, April and July. If the payment due date is not a working day the payment will normally be made on or by the working day before the relevant date. The first payment will not be authorised until you are fully enrolled as a student of Queen Mary, and all the information necessary to make the payment has been received by the Research Degrees Office. **This will defer the date of the first payment**

to new students. Therefore you should bring sufficient funds to cover your living expenses and housing costs in the first four weeks of your studies.

If bank details are not provided in sufficient time to be processed before enrolment, or a UK bank account has not yet been set up, a cheque will be produced for the first payment.

8. Stipend payments will be suspended if a student takes up full-time paid employment during the period of the studentship, or any other work that is not a formal requirement of the degree programme. This may include placements and internships that are not a formal requirement of the degree programme and depends also on the terms and conditions of the activity and the funding provider. If a student wishes to take-up full-time work and they are registered as a full-time student at Queen Mary they should discuss with their supervisor making an application to interrupt their studies.
9. If you interrupt your studies, payments will usually be suspended unless the interruption is for reason of maternity, paternity or ill-health, in accordance with the terms and conditions of the funding provider.
10. If you submit your thesis for examination before the completion of your studentship duration, no further maintenance payments will be made, but you will not be required to repay any stipend advanced to you up to the end of the quarter in which you submitted your thesis.
11. If you withdraw or are de-registered from your studies, you will be required to repay any stipend advanced to you covering a period beyond the date of your withdrawal.
12. You may be permitted to change registration status from full-time to part-time or vice versa, in accordance with the Academic Regulations. The duration of the studentship and amount of the quarterly payments will be amended accordingly (normally a part-time student receives payments at half of the full-time rate, for twice the duration, but payments already advanced will be taken into account).
13. If you are overpaid, the amount of the overpayment will be deducted from future payments, or recouped from you if no further payments are due.
14. You may be required to pay any tuition or other fees that may be applicable after the completion of your funded period. The duration of the award is indicated in the offer letter.
15. The continuation of awards is dependent on satisfactory academic progress, as assessed by the usual School/Institute and/or Queen Mary progress monitoring procedures outlined in School/Institute programme information, the Academic Regulations and the Code of Practice for Research Degree Programmes. Awards will be discontinued if you do not successfully pass the formal academic progression points in years one, two and three (full-time, and pro-rata for part-time students) of your research studies programme.

Acceptance

I confirm that I have read and agree to these terms and conditions, and I accept the offer of a studentship award at Queen Mary University of London.

Signature:

Print name:

School/Institute:

Date:

Please return this form to:

Research Degrees Office (Studentships)

[or address of the school/institute issuing the funding offer letter]

Room 213, Graduate Centre

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