



Senate

Paper Title	Research Degrees Programmes and Examinations Board Executive Summary June – September 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 June – September 2019: <ul style="list-style-type: none">• terms of reference and membership;• research programme admissions deadlines;
Questions for Senate to consider	Senate is asked to note the report.
Regulatory/statutory reference points	<ul style="list-style-type: none">• Queen Mary Strategy 2030• Queen Mary Academic Regulations• Queen Mary Code of Practice for Research Degree Programmes• UK Quality Code for Higher Education <p>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.</p>
Strategy and risk	
Reporting/consideration route for the paper	
Authors	Mary Childs, Research Degrees Office
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

June – September 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.

Terms of Reference and Membership

3. At its meeting in September, the Board conducted the annual review of its terms of reference and membership.

The Board approved the terms of reference without amendment.

The terms of reference are annexed to this report.

PGR studentship funding application deadlines for the 2020-21 admissions cycle

4. The Board has discussed the management of the growing volume of applications for funded scholarships received by the current deadline of 31 January, and the pressure this places on schools/institutes and the Admissions Office to review applications, and process decisions and offers of study to meet the expectations of applicants for a timely response.
5. The Faculty Deputy Deans for Research have discussed the 31 January deadline in their faculties, and have agreed to stagger the application deadlines for internal scholarships as follows for 2020-21 entry:
 - CSC (all faculties) = 12th January 2020
 - HSS internal scholarships = 19th January 2020
 - S&E internal scholarships = 31st January 2020
 - SMD – not applicable as scholarships are driven by external deadlines and adverts for specific project studentships.

The CSC deadline has been brought forward to avoid a clash with Chinese New Year.

New programme approval

6. PhD in Artificial Intelligence and Music (AIM), EECS

The Board approved the Part II programme proposal for the new PhD in Artificial Intelligence and Music (AIM), EECS.

The programme is part of the newly funded UKRI/EPSRC Centre for Doctoral Training in Artificial Intelligence and Music (AIM) in EECS, PI Professor Simon Dixon. It is a non-standard PhD programme of five years duration with mandatory taught module components at level 7.

EPSRC has awarded £6.2M in funding over 8.5 years for the CDT. The programme will offer a minimum of 12 fully-funded PhD studentships each year for 5 cohorts starting in Sept 2019.

7. DClindent in Oral Medicine

The Board approved the Part II programme proposal for the new DClindent in Oral Medicine.

Mary Childs
Research Degrees Office, ARCS



Research Degree Programmes and Examinations Board

Terms of Reference and Membership

2019-20

Terms of reference

- To consider and approve proposals for all new research degree programmes, including all proposals for collaborative research degree programmes;
- To consider and approve proposals for the withdrawal of 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, the Office for Students, UK Research and Innovation, and research funders;
- To have oversight of the admission of students to research degree programmes.

Membership

- Director of the Doctoral College [Chair]
Dr Paul Allen (SMD Deputy Dean for Research (PGR))
[two year term of office as Director: 2018-19 and 2019-20]

- Faculty Deputy Deans for Research (PGR)
Professor Adrian Armstrong (HSS)
Dr Eram Rizvi (S&E)
- One further representative from each Faculty

Professor Paul Chapple, William Harvey Research Institute (SMD) [term of office 2019-20 and 2020-21]

Dr Alessandra Bonfiglioli, School of Economics and Finance (HSS) [term of office 2019-20 and 2020-21]

Dr Yi Sui, School of Engineering and Materials Science (S&E) [term of office 2018-19 and 2019-20]

[Faculty representatives are appointed for a term of two years. The appointment may be extended by one year to a maximum of three years with the approval of the Board. The Faculty representative should not be from the same school or institute as the Faculty Deputy Dean for Research (PGR). The Faculty representative is usually one of the Directors of Graduate Studies from amongst the schools or institutes of the Faculty concerned.]

In attendance

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

Mary Childs
RDO

Approved by the Research Degree Programmes and Examinations Board
18 September 2019



Research Degree Programmes and Examinations Board

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