



Senate

Paper Title	Research Degrees Programmes and Examinations Board Executive Summary June – September 2022
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 2022: <ul style="list-style-type: none">• terms of reference and membership;• programme approval for Master by Research (ResM);• other updates for report.
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 Degrees 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	
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Sponsor	Professor Tim Warner, Dean for Postgraduate Research 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 2022

Meetings and membership

1. The Research Degree Programmes and Examinations Board meets monthly. The membership comprises:
 - Dean for Postgraduate Research [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 and membership. There are no changes.

The terms of reference and membership are annexed to this report.

New programme approval - Master by Research (ResM)

Programme proposal from the Faculty of Science and Engineering for Masters by Research in Science and Engineering (ResM)

4. The Board confirmed approval of the Part 2 programme proposal for the specific programme being offered to CIMAV funded applicants. There were some minor points for follow up, mainly related to ensuring that the programme proposal matches the new ResM Academic Regulations. The Board advised that the programme for students on international collaborations should have a specific name such as Master by Research in Science and Engineering (International) to assist with admissions and monitoring recruitment and student enrolment and progress.

Other business

5. The Board has received updates on:
 - the revised English language policy for courses delivered by Distance Learning mode and Short Courses and English language policy for courses delivered on site at any QM campus for 2022-23;
 - the proposed arrangements for Annual and Enhanced Programme Review Procedures in 2022-23. The Board is considering the arrangements for PGR programmes with EQSB;
 - proposals for new doctoral award titles under development – these will be reported to Senate if put forward for approval;
 - a new process for research students to deposit the final copy of their thesis, after completion of any examination corrections, to the Library by uploading the thesis direct into Elements. The Elements research information system is an application for Queen Mary academic or research staff and postgraduate research students to record their research activity;

Mary Childs
Research Degrees Office, ARCS



Research Degree Programmes and Examinations Board

Terms of Reference and Membership

2022-23

The Research Degrees Programmes and Examinations Board is a sub-board of Senate.

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;

- To provide regular reports to Senate, including recommendations for further action where appropriate.
- The quorum for the meeting is one third of the Board's members.

Membership

- Dean for Postgraduate Research [Chair]

Professor Tim Warner (ends March 2024)

- Faculty Deputy Deans for Postgraduate Research

Dr Akram Alomainy EECS (S&E) (ends July 2024)

Professor Paul Chapple WHRI (SMD) (ends October 2023)

Dr Costanza Russo CCLS (HSS) (ends January 2024)

- One further representative from each Faculty

Dr Greg Chass, School of Physical and Chemical Sciences (S&E) [term of office 2020-21 and 2021-22. Extended for 2022-23]

Dr Rhodri Hayward, School of History (HSS) [term of office 2021-22 and 2022-23]

Dr Sarah Martin, Barts Cancer Institute (SMD) [term of office 2020-21 and 2021-22. Extended for 2022-23]

[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. 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

Research Degrees Office

Approved by the Research Degree Programmes and Examinations Board at its meeting on 21 September 2022.