

**UNIVERSITY OF ABEREEN**  
**POSTGRADUATE COMMITTEE**  
**MINUTES OF MEETING 19 JUNE 2012**

Present: Dr B. Connolly (Convenor), Mr P. Fantom, Prof. P. Hannaford, Dr J. Masthoff, Dr E. Pavlovskaja, and with Mrs K. Allan, Mr L. Butler-Perks, Ms A. Clark, Ms C. Croydon, Mr A. Monteith, Mrs K. Slessor, and Mr R. Findlay (Clerk) and Ms T. Szucs in attendance.

Apologies: Ms J. Batty, Dr L. Leiper, Prof. B. Naphy, Dr M. Pinard, Ms R. Sandison, Ms A. Slater, Ms K. Strangward, Prof. C. Wallace.

**ADMISSION FIGURES FOR ENTRY BETWEEN AUGUST AND DECEMBER 2012**

44. The Committee noted the admission figures for taught and research postgraduate programmes starting in September 2012.

Copy filed as PGC/190612/034

**APPROVAL OF MINUTES OF MEETING ON 26 MARCH 2012**

45. The Committee approved the minutes of the meeting on 26 March 2012.

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**MATTERS ARISING**

*Minute 31.*

46. The Committee agreed that the Graduate Schools should liaise with the Library in order to develop a standard system of referencing for each School, and that they should report back at the next meeting.

**ACTION: HOGS**

*Minute 36.2*

47.1 The Committee noted that the College-level decision on modifying the current alumni discount scheme has been postponed as a result of the report from Knowledge Partnership.

47.2 The Committee noted that a working group had been set up to look at the issue of scholarships and that the alumni discount should be discussed in that context.

**POSTGRADUATE RECRUITMENT**

48. The Committee noted an update from SRAS on Knowledge Partnership and conversion activities for September 2012.

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**TIER 4**

49.1 The Committee noted the report sent to College executives on the results of the Tier 4 internal mock visits.

49.2 The Committee noted that the Heads of School and Heads of Graduate School would like more detailed feedback on the results of the audit, including identifying areas for improvement and examples of best practice.

49.3 The Committee noted that the Heads of School and Heads of Graduate School would like Registry to attend School staff meetings to reinforce the importance of Tier 4 administration.

**ACTION: CLERK**

## **POSTGRADUATE RESEARCHER DEVELOPMENT**

- 50.1 The Committee noted an update on recent developments and a draft programme of training course.

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- 50.2 The Committee agreed that while the Postgraduate Researcher Development budget was still to be confirmed, it needed to be put in place as soon as possible.

- 50.3 The Committee agreed that the current system of collecting and assigning the researcher development budget needed to be reviewed for next year. The Committee recommended that this budget be distinguished from tuition fees, and be held and allocated centrally for better transparency. The Committee agreed that the Convenor should write to the Senior Vice-Principal on this matter.

**ACTION: CONVENER**

## **PHD BY PUBLICATION**

- 51.1 The Committee requested that in Regulation 3, the word count for the synopsis be amended to 1,500, and that the following be added to the regulation: "or to have made a major contribution to each paper."

**ACTION: CLERK**

- 51.2 The Committee approved the revised version of the regulations, subject to the above amendment.

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## **PHD DELIVERED AT A DISTANCE**

- 52.1 The Committee discussed a proposal from the College of Arts and Social Sciences for a pilot scheme to be introduced that would allow the residency requirement for full-time PhDs to be waived.

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- 52.2 The Committee recommended that approval be given on a case by case basis and only for prospective students at the School of Divinity, History and Philosophy.

- 52.3 The Committee noted that the proposal would need to be brought before the Quality Assurance Committee for approval.

**ACTION: CLERK**

## **POSTGRADUATE RESEARCH STUDENT SURVEY 2012**

- 53.1 The Committee discussed and approved the suggested questions for the 2012 local survey of postgraduate research students.

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- 53.2 The Committee requested that the Students' Association survey questions issued to PGRs on teaching and demonstrating be reviewed to ensure that there are no repetitions.

## **RESITS FOR TAUGHT POSTGRADUATE PROGRAMMES**

- 54.1 The Committee discussed a proposal that re-sits be allowed across all taught postgraduate programmes.

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- 54.2 The Committee agreed that the option of re-sitting no more than 30 credits could be extended to all taught postgraduate programmes, but that re-sits could not be used in conjunction with compensatory credits. Students should only be allowed 30 credits of re-sits or 30 credits of compensation, or a contribution of both that does not exceed 30 credits.

#### **CURRICULUM REFORM FOR TAUGHT POSTGRADUATE PROGRAMMES**

- 55.1 The Committee considered the case of Curriculum Reform in the context of taught postgraduate provision.

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- 55.2 The Committee noted that the purpose of a taught Masters, outlined by the Quality Assurance Agency, was to provide specialised knowledge, therefore the Committee agreed that the concept of Enhanced Study was not compatible with these programmes.
- 55.3 The Committee agreed that the 15-credit model, or multiples of 15 credits could be used as course building blocks, and that taught postgraduate programmes needed to be revalidated to match the outcomes to the graduate attributes.
- 55.4 The Committee agreed that existing PGT courses would need to be revalidated and learning outcomes matched to the PGT Graduate Attributes. As part of this process, the Committee agreed that Schools should look for opportunities for work placements / study abroad where appropriate.
- 55.5 The Committee agreed that the University's role was to provide opportunities for co-curricular activities, rather than necessitate them and that this had been done.

#### **DATE OF NEXT MEETING**

56. The Committee noted that the date of the meeting was 8 October 2012.