

SUMMARY OF ACADEMIC POLICY DECISIONS – SPRING 2010

This information note refers to decisions made at the following meetings:

Quality Assurance and Enhancement Committee – 10/02/10

Undergraduate School Board – 17/03/10

Graduate School Board – 24/03/10

Senate – 28/04/10

Minute numbers are given to indicate the source of the information set out below. Where extracts of minutes are included verbatim, this is indicated by speech marks.

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1. Undergraduate Rules of Assessment

FOR ACTION

1. Procedure for the Discontinuation of a Course (QAEC.M.19.10)

Noted 'The proposed form for the discontinuation of a course. The form did not represent a change in policy, merely a change in the method of information gathering. The form was not intended for use by Academic Partnerships, where an equivalent already existed. The form was intended to replace the present email based system and would allow for consistency in the application of the discontinuation procedure, and the timely and accurate collection of all relevant information required.'

Approved The Discontinuation of a Course form, for use with immediate effect.'

See: www.essex.ac.uk/quality/pages/DiscontinueCourse.doc

2. Higher Degree Regulations (S.M.158.10)

Resolved 'that the Higher Degree Regulations, regulation 4.75, be revised as set out in the *Graduate School Board Report (S/10/30*, copy attached to the file copy of the minutes).'

See *annex A attached*.

SECTION B – FOR INFORMATION

1. Undergraduate Rules of Assessment (S.MM.149-156/10)

Resolved 'that the changes detailed in *Annex A of the Undergraduate School Board Report (S/10/29*, copy attached to the file copy of the minutes) be implemented with effect from 2010/11.

Resolved 'that:

- i) the statement relating to the variations to the Rules of Assessment set out in Undergraduate School Board Report (S/10/29, copy attached to the file copy of the minutes) be approved for immediate implementation.
- ii) those variations which were based on the need to pass core modules, as set out in *Annex B of the Undergraduate School Board Report (S/10/29*, copy attached to the file copy of the minutes), be removed from the variations to the Rules of Assessment with effect from 2010/11, as these are now being published within programme structures.'

Changes will be published in the revised version of the Rules of Assessment on the web over the summer.

Resolved

'that:

- i) Summer reassessment for final year students should be introduced with effect from 2010/11, ...

Senate members expressed concern that there would be no requirement for External Examiners to scrutinise or approve resit exam papers. It was suggested that practical considerations should not override academic standards. Senate agreed that, while summer reassessment for final year students should be introduced as proposed, the particular issue of External Examiner scrutiny should be reconsidered and returned for consideration at the next Senate meeting.

- ii) Departments or Partners wishing to offer summer reassessment for final years this summer should be permitted to do so. Departments must notify the Exams Office and Registry if they intend to offer reassessment for final years in 2009/10 by the beginning of the Summer Term, in order that the Examinations Office can make the necessary arrangements.'

Administrative note: subsequent to the meeting, the Vice-Chancellor, in consultation with relevant colleagues, determined that final year summer reassessment should not be offered in 2009-10 but that it should be compulsory for it to be offered for all Undergraduate students from 2010-11 onwards (as originally agreed). For 2009-10, an exception will be made for any Department or School where students have already been informed that final year reassessment would be available in 2009-10.

Resolved

'

- i) School of Computer Science and Electronic Engineering:
that the variation to the rules of assessment, as presented in *Annex D of the Undergraduate School Board Report (S/10/29, copy attached to the file copy of the minutes)*, be approved with effect from 2010/11.

- ii) School of Law:

that the variations to the undergraduate rules of assessment, as presented in *Annex E of the Undergraduate School Board Report (S/10/29, copy attached to the file copy of the minutes)*, be approved with immediate effect.'

Changes will be published in the revised version of the Rules of Assessment on the web over the summer.

2. Variations to the PGT Rules of Assessment/Credit Framework (S.M.159/10)

Resolved

'that the variations to the PGT Rules of Assessment/Credit Framework be approved as set out in the Graduate School Board Report (S/10/30, copy attached to the file copy of the minutes).'

Changes will be published in the revised version of the Rules of Assessment on the web over the summer.

Rachel Lucas
Assistant Registrar (Quality)

CIRCULATION

FOR ACTION:	FOR INFORMATION:
Heads of Department/School Directors of Human Rights Centre Interdisciplinary Studies in the Humanities Centre for Psychoanalytic Studies Study Abroad Office Centre for Theoretical Studies Departmental Administrators (including Centres listed above)	Vice-Chancellor Pro-Vice-Chancellors Deans Academic Registrar Faculty Managers Academic Officers

HIGHER DEGREE REGULATIONS

Noted Proposed changes to the regulation governing the admission of students to a research degree jointly supervised by the University and their home institution.

Recommended to Senate

that the Higher Degree Regulations, regulation 4.75, be revised as follows with immediate effect (new text underlined and old text struck through):

4.75.

Overseas students may be accepted by the Dean of the Graduate School as candidates for the degree of Doctor of Philosophy on the basis of joint supervision with the student's home institution in the overseas country. The following shall apply to such candidates:

- (a) irrespective of the student's academic qualifications on acceptance as a candidate for the degree of PhD, the minimum period of study and research to be prescribed under this Regulation shall be three full-time years, except that this period may subsequently be reduced under the provisions of Regulation 4.9;
- (b) joint supervision arrangements shall be entered into formally between the University of Essex and the overseas institution before the candidate registers as a research student of the University of Essex;
- (c) a member or members of the academic or research staff of the University of Essex and at least one member of staff of the overseas institution shall be appointed as joint supervisors for students under this Regulation;
- (d) normally, the prospective Essex supervisor or another member of the academic staff shall visit the overseas institution, interview the prospective student and discuss the field and programme of research and the proposed supervision and financial arrangements before the candidate is accepted by the Dean. The Dean shall also approve the arrangements for supervision in each case, which must include a at least one visit by the Essex supervisor to the overseas institution during the year at the overseas institution while the student is studying there;
- (e) a student for the degree of Doctor of Philosophy accepted under this Regulation shall normally spend ~~the first year in full-time prescribed study and research at the University of Essex. The student shall then be permitted to undertake the second year of full-time supervised study and research at the overseas institution. The student shall then return to the University of Essex to complete the minimum period of full-time prescribed study and research~~ at least half their time at the University of Essex, with the minimum period beginning and ending with at least one term's study at Essex and, even when this period has been reduced under the provisions of Regulation 4.9, at least one term of full-time study and research must be completed at the University of Essex on the student's return;
- (f) students accepted under this Regulation shall pay the appropriate full fee for periods of study at the University of Essex; for periods of study at the overseas institution they shall pay the University of Essex a fee to be determined specially from time to time. The costs of visits by Essex staff to the overseas institution shall normally, at the discretion of the University of Essex, be met by the overseas institution.