

**Annual Meeting of Court – Friday, 6 December 2013**  
**Changes to Charter, Statutes and Ordinances in the period ended**  
**31 July 2013**

**Amendment to Ordinance 18: Failure to Complete Assessment**

**Information for members of Court**

At the meeting of Court on 6 December 2013, the Chancellor informed members that due to an administrative oversight the University had not reported to Court an approved change to Ordinance 18: Failure to Complete Assessment. This paper outlines, for Court's information, the detailed changes.

If members of Court wish to comment on the changes, we ask that they do so in writing, to the Clerk, **Mrs Kelly Dudley** (contact details below), before **Wednesday 30<sup>th</sup> April 2014**.

**Amendment**

A permanent amendment to Ordinance 18 was approved by Special Resolution of Council at its meeting on 10 May 2013. Under the Charter and Statutes 17 and 21, the consent of Senate is required for Council to make changes to Ordinances relating to degrees and other academic awards or distinctions. The consent of Senate was given by the Vice-Chancellor as Chair of Senate under his power to act for Senate between meetings. The following paragraph was added to the existing Ordinance:

**Research degrees**

If a candidate is prevented by death, illness or other substantial cause from completing a research degree, the Research Degrees Examination Board (RDEB) may consider making an appropriate award, based on the available evidence of the research work completed by the candidate. The case will normally be submitted to RDEB by the Graduate Education Director of the relevant Faculty. The following criteria must be satisfied:

a) enough of the research project must have been completed to allow a proper assessment to be made of the scope of the thesis;

b) the standard of the research work completed must be that normally required for the award of the degree in question, and must demonstrate the candidate's grasp of the subject;

c) the written material available (draft chapters, published work, work prepared for publication, presentations to conferences, progress reports by the candidate) must demonstrate the candidate's ability to write a thesis of the required standard.

If these requirements are satisfied, RDEB may decide that an award (at either doctoral or master's level as deemed appropriate) should be made, notwithstanding that the research degree has not been completed.

Members of Court are asked to note the further information set out below.

**Rationale for amendment**

1 Ordinance 18 contained provisions permitting Faculty Examination Boards to award degrees to individuals who had been unable to complete a programme as a result of death, illness or other extenuating circumstances. The reference to Faculty Examination Boards

suggested that this power was only available in relation to taught undergraduate and postgraduate programmes, as postgraduate research degrees are awarded by the Research Degrees Examination Board.

2 The purpose of the amendment was to make specific provision for postgraduate research degrees to be awarded by the Research Degrees Examination Board in similar circumstances. The amendment not only created the necessary power but also included clear criteria for its exercise.

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