

Academic Regulations 2010-11
Appendix: Delegations of Senate

Regulation:	1.11
Authority:	Approval of the <i>Academic Regulations</i> .
Delegated to:	Senate (not delegated).
Process:	Consideration and approval of a document prepared by the Academic Secretariat.

Regulation:	1.11
Authority:	Approval of programme and module regulations, including assessment regulations.
Delegated to:	Programme and Module Approval Board.
Process:	Programme and module approval processes.

Regulation:	1.12
Authority:	Approval of programme and module regulations, including assessment regulations.
Delegated to:	Programme and Module Approval Board.
Process:	Programme and module approval processes.

Regulation:	1.14
Authority:	Approval of programme and module regulations, including assessment regulations.
Delegated to:	Programme and Module Approval Board.
Process:	Programme and module approval processes.

Regulation:	1.15
Authority:	Approval of special regulations.
Delegated to:	Programme and Module Approval Board.
Process:	Programme and module approval processes.

Regulation:	1.16
Authority:	Approval of programme and module regulations, including assessment regulations.
Delegated to:	Programme and Module Approval Board.
Process:	Programme and module approval processes.

Regulation:	1.17
Authority:	Approval of special regulations.
Delegated to:	Programme and Module Approval Board.
Process:	Programme and module approval processes.

Regulation:	1.20
Authority:	Suspension of regulations
Delegated to:	Vice-Principal (Teaching & Learning)
Process:	Recommendation of an SEB and DEB (examination board related requests), or a Head of School or Institute (non-examination board related requests) via the Academic Secretariat. Informed by past decisions.

Regulation:	1.25
Authority:	Establishment of examination boards with combined SEB and DEB roles.
Delegated to:	Senate (not delegated).
Process:	Formal recommendation from the relevant school or institute.

Regulation:	1.26
Authority:	Consideration of students' achievement, progression and awards.
Delegated to:	Subject and Degree Examination Boards.
Process:	Examination board procedures and processes.

Regulation:	1.26
Authority:	Approval of the <i>Assessment Guide</i> .
Delegated to:	Senate (not delegated).
Process:	Consideration and approval of a document prepared by the Academic Secretariat.

Regulation:	1.27xii
Authority:	Suspension of regulations
Delegated to:	Vice-Principal (Teaching & Learning)
Process:	Recommendation of an SEB and DEB (examination board related requests), or a Head of School or Institute (non-examination board related requests) via the Academic Secretariat. Informed by past decisions.

Regulation:	1.28
Authority:	Establishment of examination board sub-boards.
Delegated to:	Faculty Dean for Taught Programmes.
Process:	Recommendation of a Head of School or Institute, via the Academic Secretariat.

Regulation:	1.29 (i and ii)
Authority:	Appointment of Chairs and Deputy Chairs of Subject Examination Boards.
Delegated to:	Faculty Dean for Taught Programmes.
Process:	Recommendation of a Head of School or Institute, via the Academic Secretariat.

Regulation:	1.43 (i)
Authority:	Appointment of Chairs and Deputy Chairs of Degree Examination Boards.
Delegated to:	Vice-Principal (Teaching & Learning)
Process:	Recommendation of the appropriate Faculty Dean for Taught Programmes.

Regulation:	1.43 (iii)
Authority:	Appointment of external and intercollegiate members to Degree Examination Boards.
Delegated to:	Vice-Principal (Teaching & Learning)
Process:	External member appointment process.

Regulation:	1.47
Authority:	Appointment of external and intercollegiate examiners to Subject Examination Boards.
Delegated to:	Faculty Dean for Taught Programmes (H&SS, S&E) or Dean for Education Quality (SMD) in all cases; Vice-Principal (Teaching & Learning), in addition, in cases where there is a potential conflict with the appointment criteria.
Process:	External member appointment process.

Regulation:	1.50
Authority:	Work to be considered by external examiners and participation in oral and other examinations by external examiners.
Delegated to:	Head of School or Institute.
Process:	Agreed through discussion with the external examiner, the SEB Chair, and the Programme Organiser.

Regulation:	1.50
Authority:	Approval of the <i>Guidance for External Examiners</i> .
Delegated to:	Vice-Principal (Teaching & Learning).
Process:	Consideration and approval of a document prepared by the Academic Secretariat.

Regulation:	1.55
Authority:	Appointment of external and intercollegiate members to Degree Examination Boards.
Delegated to:	Vice-Principal (Teaching & Learning)
Process:	External member appointment process.

Regulation:	2.11
Authority:	Identification of health conditions to be reported to QMUL by SMD students.
Delegated to:	Warden.
Process:	Approval and communication (through student handbooks) of a policy on this issue.

Regulation:	2.12
Authority:	Approval of the general entrance requirements for admission to QMUL.
Delegated to:	Senate (not delegated).
Process:	Approval of recommendations for this purpose from the Vice-Principal (Teaching & Learning).

Regulation:	2.12
Authority:	Approval of admissions requirements for individual programmes.
Delegated to:	(i) Programme and Module Approval Board (PMAB) (ii) Vice-Principal (Teaching & Learning)
Process:	(i) Approval of the type and subject of qualifications required, though the programme approval process. (ii) Approval of entry grades required, through executive decision-making on the recommendation of the Admissions and Teaching Resource Planning Group.

Regulation:	2.13
Authority:	Admission of applicants with advanced standing.
Delegated to:	Programme Admissions Tutor or (for SMD) the Associate Dean (Admissions)
Process:	Admissions processes.

Regulation:	2.14
Authority:	Admission of applicants with advanced standing.
Delegated to:	Programme Admissions Tutor or (for SMD) the Associate Dean (Admissions)
Process:	Admissions processes.

Regulation:	2.16
Authority:	Admission of applicants with advanced standing.
Delegated to:	Programme Admissions Tutor or (for SMD) the Associate Dean (Admissions)
Process:	Admissions processes.

Regulation:	2.18
Authority:	Admission of applicants with advanced standing.
Delegated to:	Programme Admissions Tutor or (for SMD) the Associate Dean (Admissions)
Process:	Admissions processes.

Regulation:	2.20
Authority:	Approval of concurrent study elsewhere.
Delegated to:	Head of School of Institute.
Process:	Consideration on a case-by-case basis.

Regulation:	2.21
Authority:	Termination of enrolment where a student is found to have falsified information in the admissions process.
Delegated to:	Vice-Principal (Teaching & Learning)
Process:	Recommendation of the Head of School or Institute. Consideration on a case-by-case basis, on the recommendation of the Head of School or Institute. This may also involve QMUL disciplinary procedures.

Regulation:	2.22
Authority:	Permission for an individual student's request to change modes of study.
Delegated to:	Head of School or Institute.
Process:	Consideration on a case-by-case basis.

Regulation:	2.28
Authority:	Permission for an individual not enrolled with QMUL to use QMUL facilities.
Delegated to:	Vice-Principal (Teaching & Learning)
Process:	Consideration on a case-by-case basis, on the recommendation of the Head of School or Institute.

Regulation:	2.67
Authority:	Permission for an individual student to interrupt their studies for a period of up to two years.
Delegated to:	Head of School or Institute, or Programme Organiser.
Process:	Consideration on a case-by-case basis.

Regulation:	2.67
Authority:	Permission for an individual student to interrupt their studies for a period longer than two years.
Delegated to:	Academic Secretary.
Process:	Consideration on a case-by-case basis.

Regulation:	2.84
Authority:	Approval of procedures for study abroad and exchange periods.
Delegated to:	Vice-Principal (Teaching & Learning)
Process:	Consideration of recommendations made for these purposes.

Regulation:	2.85
Authority:	Approval of procedures for scaling and weighting results from assessments taken during a study abroad or exchange period, in order to align them with QMUL's standards.
Delegated to:	Programme and Module Approval Board (PMAB)
Process:	Module and programme approval processes.

Regulation:	3.3
Authority:	Approval of programme and module regulations, including assessment regulations.
Delegated to:	Programme and Module Approval Board.
Process:	Programme and module approval processes.

Regulation:	3.8
Authority:	Approval of minimum prescribed standards for the production and security of examination papers.
Delegated to:	Academic Secretary
Process:	Consideration of recommendations developed for this purpose.

Regulation:	4.55
Authority:	Approval of programme and module regulations, including assessment regulations.
Delegated to:	Programme and Module Approval Board.
Process:	Programme and module approval processes.

Regulation:	4.87
Authority:	Approval of field of study.
Delegated to:	Programme and Module Approval Committee.
Process:	Programme and module approval process.

Regulation:	4.138
Authority:	Approval of admissions requirements for individual programmes.
Delegated to:	(i) Programme and Module Approval Board (PMAB). (ii) Vice-Principal (Teaching & Learning).
Process:	(i) Approval of the type and subject of qualifications required, though the programme approval process. (ii) Approval of entry grades required, through executive decision-making on the recommendation of the Admissions and Teaching Resource Planning Group.

Regulation:	8.21
Authority:	Transfer of registration from another institution.
Delegated to:	Director of Research.
Process:	Through the admissions process, in accordance with the time-limits permitted in regulation 8.21

Regulation:	8.24
Authority:	Transfer between full time and part time study.
Delegated to:	Director of Research.
Process:	Recommendation of the principal supervisor, following a request from a student and taking account of any limitations resulting from any studentship (as applicable).

Regulation:	8.25
Authority:	Transfer to 'writing up' status.
Delegated to:	Dean for Research.
Process:	Approved by sign-off on the appropriate form. Based upon the recommendation of the Director of Research following confirmation from the principal supervisor that the student is expected to complete within one year.

Regulation:	8.30
Authority:	Interruption of a research studies programme for up to two years, or to a maximum period prescribed by the terms of any studentship.
Delegated to:	Director of Research.
Process:	Approved by sign-off on the appropriate form and submission to the Research Degrees Office. Based upon the recommendation of the principal supervisor.

Regulation:	8.30
Authority:	Interruption of a research studies programme for a period of longer than two years.
Delegated to:	Vice Principal (Research & International Affairs)
Process:	Recommendation of the Dean for Research, upon request from the Director of Research, using the suspension of regulations procedures.

Regulation:	8.42
Authority:	Suspension of regulations to permit a research student to submit either before the minimum registration period, or after the maximum registration period, or to extend the writing up period.
Delegated to:	Vice Principal (Research & International Affairs)
Process:	Recommendation of the Dean for Research, upon request from the Director of Research, following a written request coordinated through the Research Degrees Office.

Regulation:	8.46
Authority:	Termination of registration for a research student who fails to meet the progression requirements for the programme, or whose general attendance, submission of work, and/or completion of required activities fails to meet the stated standards.
Delegated to:	Director of Research.
Process:	Recommendation of the progression panel or recommendation of the principal supervisor, following progress monitoring.

Regulations:	8.52, 8.53, 8.54
Authority:	Approval of a thesis title at the point of notification of exam entry.
Delegated to:	Director of Research.
Process:	Examination entry process.

Regulation:	8.55
Authority:	Approval of any change to the title of a thesis.
Delegated to:	Director of Research.
Process:	Written notification to the Research Degrees Office.

Regulation:	8.57
Authority:	Appointment of supervisors, and ensuring that supervisors are appropriately trained.
Delegated to:	Head of School or Institute.
Process:	In accordance with the requirements of the <i>Code of Practice</i> .

Regulation:	8.58
Authority:	Progress monitoring (once per academic year).
Delegated to:	Principal supervisor.
Process:	In accordance with the established requirements for progress monitoring, which informs progression.

Regulation:	8.60
Authority:	Approval of progression requirements for research studies programmes.
Delegated to:	i) Research Degrees Examinations and Awards Board. ii) Progression Panel members approved by the Director of research for each student.
Process:	i) Consideration of details of the progression requirements that are set out in writing. ii) Recommendation of the principal supervisor.

Regulation:	8.62
Authority:	Transfer of registration to MPhil, or any other programme, following failure to progress or a request from a student.
Delegated to:	Director of Research.
Process:	Recommendation from the progression panel, following the outcome of the progression process.

Regulation:	8.63
Authority:	Decisions on progression for research students.
Delegated to:	Director of Research.
Process:	Recommendation from the progression panel, following the outcome of the progression process.

Regulation:	8.64
Authority:	Termination of registration for a research student who fails to meet the progression requirements for the programme.
Delegated to:	Director of Research.
Process:	Recommendation from the progression panel, following the outcome of the progression process.

Regulation:	8.71
Authority:	Approval of the procedure for examination entry.
Delegated to:	Research Degrees Examinations and Award Board.
Process:	

Regulation:	8.82
Authority:	Approval of examiners.
Delegated to:	Research Degrees Examinations and Award Board.
Process:	Following nomination on the examination entry form.

Regulation:	8.90
Authority:	Approval to conduct an examination in a language other than English.
Delegated to:	Vice-Principal (Research and International Affairs)
Process:	Suspension of regulations procedure.

Regulation:	8.103
Authority:	Approval of award.
Delegated to:	Research Degrees Examinations and Award Board.
Process:	Recommendation from the Panel of Examiners.

Regulation:	8.106
Authority:	Extension of the two year period for restricted access to a thesis.
Delegated to:	Research Degrees Examinations and Award Board.
Process:	Individual application to the Board, setting out the reasons for the request and why the circumstances are exceptional.

Regulation:	8.124
Authority:	Approval of collaborative arrangements.
Delegated to:	Queen Mary Senior Executive (QMSE) and Programmes and Modules Approval Board (PMAB)
Process:	Procedures for collaborative provision approved by Senate.