



THE UNIVERSITY *of* EDINBURGH

H/02/02/02
e-S: May 2019

The University of Edinburgh

Electronic Senate

7 – 15 May 2019

Agenda

Electronic Senate will commence on Tuesday 7 May 2019 and close at noon on Wednesday 15 May 2019

FORMAL BUSINESS

1. Minutes of the meeting held on 6 February 2019 e-S 18/19 3 A
2. New Members:
 - Professor B Guthrie, Deanery of Molecular, Genetic and Population Health Sciences
 - Professor F Volpi, School of Literatures, Languages and Cultures
 - Professor S Mercer, Deanery of Molecular, Genetic and Population Health Sciences
 - Professor M Amjos, School of Mathematics
3. Conferment of Emeritus Professor: e-S 18/19 3 B
 - Professor B Dutia, Royal (Dick) School of Veterinary Studies
 - Professor D Dewhurst, College of Medicine and Veterinary Medicine

MATTERS ARISING

COMMUNICATIONS AND REPORTS

4. Communications from the University Court e-S 18/19 3 C
5. Resolutions e-S 18/19 3 D
6. Membership of Senate 2019/20 e-S 18/19 3 E
7. College Academic Management Structures 2019/20 e-S 18/19 3 F
8. Knowledge Strategy Committee Report e-S 18/19 3 G
9. Dates of Meetings of Senate 2019/20 e-S 18/19 3 H

CLOSED

10. Report of the Senate Exception Committee e-S 18/19 3 I

The University of Edinburgh

Electronic Senate

7 – 15 May 2019

Minutes of Senate meeting held on 6 February 2019

Executive Summary

The paper provides the minutes of the Senate meeting held on 6 February 2019.

How does this align with the University/Committee's strategic plans and priorities?

Not applicable

Action requested

The Senatus is invited to approve the minutes.

How will any action agreed be implemented and communicated?

Decisions were communicated via the Senate Committees' Newsletter to stakeholders on the distribution list: www.ed.ac.uk/academic-services/committees/newsletter

Resource/Risk/Compliance

1. **Resource implications**

This paper does not have resource implications.

2. **Risk assessment**

This paper does not include a risk assessment.

3. **Equality and Diversity**

Not relevant.

4. **Freedom of Information**

Open paper.

Any other relevant information, including keywords

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the minutes will be deemed approved. In this context any comments on this paper should be e-mailed to Senate.Support@ed.ac.uk quoting "comment on e-S 18/19 3 A." These comments will be added verbatim at <http://edin.ac/18tbekG>

Originator of the paper

Senate Secretariat
May 2019

SENATUS ACADEMICUS

UNCONFIRMED MINUTES OF AN ORDINARY MEETING OF THE SENATUS ACADEMICUS held in West Court, Edinburgh College of Art Wednesday 6 February 2019

Present: The Principal, Professors Abbott, Ansell, C Boswell, Cowan, Cox, H Critchley, Danbolt, Dunlop, Fawcett, French, R Ganeshram, J Gentz, Gisborne, I Gordon, Grohmann, Harrison, Jarvie, C Jeffery, L Kirstein Larkman, Lyall, McLachlan, Mole, Murray, Norman, Pearce, Pulham, Reid, Schwannauer, Sorace, Trew, Unciti-Broceta, Wardlaw, Warwick, Wild, R Williams, Woodhouse; D Aitken, A Aydin-Aitchison, T Bak, R Baxstrom, S Benjamin, C Caquineau, A Daza Vargas, G Duursma, D El-Manstrly, I Fyfe, K Goodall, , E Haycock-Stuart, M Highton, Hillston, J Hosie, J Hoy, W Kwon, S MacPherson, J Menzies, S Morley, P Norris, F Narumi-Munro, N Pak-Shiraz, S Rodgers, S Rolle, Seckl, P Sheail, E Stevenson, N Treanor, S Trill, U Tufail-Hanif, S Warrington,

Associate Members: F Battaglia, E Connick, D Mukherji, S Davis-Williams, M Hall, G Harris, V Thamboo, X Zaoui

In Attendance: K Banas, D Banda, E Barlow, J Barnhart, R Bartlett, J Barnes, G Blair, M Boddie, C Brady, J Broadhurst, F Brown, A Bunni, E Buxton, L Carlton, E Corboz, M Cox, M Coyle, M Craft, P Davies, R Deighton, T Dismore, G Douglas, H Ellis, V Farrar, K Farrow, S Fijalkowski, J Fruewald, P Gerrard-Abbott, P Graham, K Hanson, K Harkin, F Harvey, S Harvey, M Holmes, S Holt, S Horrocks, S Hunter, S Ivory, L Jack, P Jones, N Kay, E Kazakeou, L Kelly, C Kemp, Y Kim, R King, L Lally, A Laurins, C Lennie, C Lord, D Ma, G Macdougall, G Machtsiras, J Maclean, A Macrae, H Mateer, J McGregor, S Morrison, O Murray, M Nelson, A Newman, A Nicolson, E O'Neill, R Panesar, C Pope, K Przybycien, A Pulijic, B Reid, R Rice, H Robertson-Dick, L Ross, H Sang, A Shanks, T Sheppard, P Smith, S Smith, H Stringer, D Tate, H Tracey, T Ward, D Williams, F Wood

PRESIDENT'S COMMUNICATIONS

Senate noted that the University Executive had approved a change in the name of the 'Moray House School of Education' to the 'Moray House School of Education and Sport.'

The Principal thanked all those who had engaged in the Town Hall Meetings for the Strategic Plan Refresh.

Among his communications, the Principal noted the following: a senior away day had taken place, to discuss the University's internationalisation activity; a project on capital prioritisation was underway; the Principal had contributed to discussions with the Treasury around the Augur Review, which would have significant implications for HE funding; the senior team would be exerting pay restraint, following the ongoing dispute around pay in the sector; the University's Strategic Plan was likely to include a statement around freedom of speech; the search for the new Vice-Principal for Students was going well; and the Principal had recently attended an Education Forum on Widening Participation.

PRESENTATION AND DISCUSSION

Research Excellence Framework (REF)

Introduction and Overview

Professor Jonathan Seckl, Vice-Principal Planning, Resources and Research Policy

Professor Seckl provided a brief overview of the purpose and process of the REF, emphasising that achieving highly in the REF exercise was critical to the University's reputation and ability to attract funding for investment in research.

In the 2014 REF, the University of Edinburgh had achieved highly, coming fourth in the UK by the main measure, and would receive £80m in the current year from the Scottish Funding Council in Research Excellence Grant funding as a result of its achievement. The University was in the top 20 for almost all subject areas. Of the three assessed areas, (Output, Environment and Impact), the University performed least well on Impact.

The key lessons learnt from the 2014 exercise were as follows: bigger submissions do better than small ones; joint submissions raise the University's research power; and there is room for improvement in all areas.

Professor Seckl noted the timetable for REF2021 and the headline principles, emphasising the importance of 4* case studies, which would be worth up to £200k per annum.

Implications of the REF for University strategy

Pauline Jones, Head of Strategic Performance and Policy Research

Pauline Jones noted that the University was developing a code of practice around the implementation of the rules and guidelines for REF2021. These include the following:

- All staff with significant responsibility for research will be submitted (research only staff would be classified as 'independent').
- Submission will be made across a broad range of disciplines (Units of Assessment)
- There is no expectation that all staff members will have the same number of outputs and all types of output will be treated equally
- Subjects published after April 2016 must be open access compliant.
- There will be greater weighting on the Impact metric (25 per cent); each Impact case study contributes a high percentage of the Impact score and will be a key factor in demonstrating how the University's research will make a difference.
- Scores on the Environment metric will be an important indicator of how the University supports research.

Pauline Jones emphasised that REF preparations could not work in isolation from the rest of University activity; how we carry out research and how we do our other activities affect how we do in REF.

College Perspective on Preparing for the REF

Professor Christina Boswell, Dean of Research, College of Arts, Humanities and Social Sciences (CAHSS)

Professor Boswell outlined key information on the CAHSS's submission:

- The College was leading on 18 Units of Assessment

- Academic staff FTE was considerably greater for 2021 (1,030) than in 2014 (720)
- The College had prepared for the exercise in two phases: in the first phase it supported staff to produce their 'personal best' and in the second phase staff worked on Impact case studies, the Environment template and also prepared for the Mock REF in Autumn 2019.

Professor Boswell emphasised that REF should not be seen as a bureaucratic burden, but as an opportunity to support outputs for research staff generally, to showcase the impact of research, and to enhance the University's research environment. Furthermore, as a performance measurement, REF is as good as the University can expect: it is designed and reviewed by academic peers, and has a focus on outputs, impact, and the environment which aligns with University goals.

Implications of the REF for the academic role

Professor Jane Norman, Vice-Principal People and Culture

Professor Norman emphasised that the REF itself had no implications for the career progression of individual academics at the University of Edinburgh, outlining the following key principles for staff members:

- For each Category A staff member, there would be a maximum of five outputs. The link between the academic and their output had been 'decoupled' in this REF; meanwhile outputs would be attributable to members of staff who had made a substantial research contribution.
- Those on teaching-only contracts would not be included in the return.
- Research England and the Funding Councils had recently published rules on handling special circumstances for the REF. Special circumstances would need to be self-declared by staff members, and submitting institutions would need to develop robust processes to support staff declaring individual circumstances.
- Early career researchers would qualify for a reduction in outputs; early career researchers are defined as those who started as independent researchers on or after 1 August 2016.

Professor Norman noted the following implications of REF for the academic role:

- The code of practice which the University was developing would allow individuals to self-declare special circumstances
- The REF returns are an institutional exercise and should remove implications for individuals returned/not returned
- REF itself would not change performance measures applied for those in research/research and teaching roles.

Discussion

In discussion, the following points and questions were raised:

- The Code of Practice would clarify the definition of the early career academics who would be included in the return.
- While Senate noted that there was some concern that institutions could include in their REF submissions academics who have been made redundant, it is unlikely, in practice, that the University will return outputs from staff who are deceased, retired, or have left.

- When asked what funding methodology the Scottish Funding Council would apply to translate the outputs of the 2021 REF into funding decisions, Professor Seckl noted that the tariffs applied to research outputs in different subject areas was still unclear.

Student Experience Plan (S 18/19 2 A)

Gavin Douglas, Deputy Secretary, Student Experience
Professor Charlie Jeffery, Senior Vice-Principal

Professor Jeffery noted the recent call for a culture shift by the Principal, following the University's performance in the last National Student Survey. While the University's research was valued highly, teaching and learning were also core elements of its mission. Furthermore, everyone across the University should make a contribution and be accountable for making improvements to the student experience.

The University is now developing a single plan which will include all aspects of the students' experience, across learning, teaching, academic advice and professional services, and which would involve students in finding solutions. The plan will also recognise that staff experience has an impact on student experience. The current aim is to seek approval for the definitive plan at the meeting of Court in April 2019.

Gavin Douglas outlined the key elements of the draft plan which included the following:

- Ensuring that students are consistently taught by expert, engaged teachers
- Reviewing the curriculum to ensure that it is inspiring and challenging
- Reviewing the student support "ecosystem" so that students have consistent access to high quality support in all areas
- From the first point of contact, ensuring that student-facing services are welcoming, friendly, accessible and professional
- Plans for high quality learning spaces, learning resources, facilities and transport
- Putting structures and processes in place to ensure students feel part of a strong academic community within their disciplines, department, school, the wider University and the city of Edinburgh
- Ensuring that systems and processes run smoothly

Much of this work has already been planned or is underway, meaning that the plan should not involve a large increase or change in activity.

Professor Jeffery noted that the staff experience was inextricably linked with the student experience, and that some aspects of the student experience plan highlight this. These aspects include leadership development, using data to support management accountability, and ensuring that messages across the University are communicated consistently.

A sub-group of the University Executive would have oversight of the development of the plan, the evaluation of activities, timescales, accountabilities, budgets, and benefits.

Discussion

Senate welcomed the action plan, and raised the following points in discussion:

- Professor Norman provided a brief update on the productive dialogue between the University and recognised trade unions on members of staff on Guaranteed Hours contracts. The University was clear that members of staff should be paid for all the work the School requires them to undertake.

- The University plans discussions about approaches to Workload Allocation Models.
- Activity to widen participation would focus not only on attracting disadvantaged students but also on ensuring that they could flourish while at University. The Widening Participation Strategy, which had been launched recently, focused on providing funding and engaging the alumni community as an additional support mechanism.
- Improvements in the digital infrastructure would be key to enhancing the student experience in the longer term.
- Work to enhance the student experience should reach beyond learning and teaching and focus on students' place in the community as well.

FORMAL BUSINESS

1. Report of E-Business conducted 15 – 23 January 2019 (S 18/19 2 B)

The report of e-business conducted between 15 and 23 January 2019 was approved.

2. Teaching and Academic Careers Project (S 18/19 2 C)

Professor Charlie Jeffery updated Senate on the work of the Teaching and Academic Careers Project, following the discussion at Senate at its October 2018 meeting. The Teaching and Academic Careers Task Group had consulted widely across the University and had produced a final set of Principles as a result of this, which had been approved by the University Executive. The Task Group had now approved a plan for Semester 2 which involved three main strands of activity: a technical review of HR policies and procedures; a technical review of support/expectations for professional development in teaching; and a technical review of how we evidence excellence in teaching.

In discussion, Senate members raised the following points:

- Discussion around the importance of teaching should be supported by data highlighting the monetary value of teaching to the University (as discussions around research do).
- At present, not all staff members are confident that academic staff could be promoted on the strength of excellence in teaching alone. While current policies already facilitate this and individual staff members have been promoted on this basis, the project should aim to communicate evidence of this. A priority for the work would be to explore how the University would translate research excellence into quality teaching; this is likely to require investment in more formalised professional development.
- One of the key elements of the Principles is that career pathways up to Professorial level (UE10) are open to all academic staff from grade UE07.

3. Enhancement-led Institutional Review 2020 – update and discussion of contextualised themes (S 18/19 2 D)

Professor Tina Harrison updated Senate on the University's preparations for its 2020 Enhancement-led Institutional Review (ELIR) and asked members for their views on the proposed contextualised themes.

In response, Senate members commented that it was important for the themes to include an outward-facing focus, and suggested that Widening Participation be added as a further theme, and that the 'Student Skills and Employability' theme be broadened to

incorporate a focus on students and global citizens. Members also considered health and wellbeing support as a priority.

COMMUNICATIONS

4. Resolutions (S 18/19 2 E)

Court presented to Senate a draft Resolution in accordance with procedures for the creation of new chairs, renaming of existing chairs, and the process for personal chairs. Senate, having considered the draft Resolution below, offered no observations.

Establishment of a Personal Chair

Draft Resolution No. 6/2019: Foundation of a Personal Chair of Fluid Mechanics

5. Report from Central Academic Promotions Committee

Senate noted the out of cycle Personal Chair recommendations of the Central Academic Promotions Committee.

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Conferment of the Title of Emeritus Professor

Executive Summary

The Senate is invited to confer the title of Professor Emeritus upon the following professors and adopt their Special Minutes:

Professor B Dutia, Royal (Dick) School of Veterinary Studies
Professor D Dewhurst, College of Medicine and Veterinary Medicine

Senate is invited to note that the College of Arts, Humanities and Social Sciences has withdrawn Emeritus status from one of its retired professors.

How does this align with the University/College School/Committee's strategic plans and priorities?

Not applicable.

Action requested

For approval.

Resource/Risk/Compliance

1. **Resource implications**
None.
2. **Risk Assessment**
This paper does not include a risk assessment.
3. **Equality and Diversity**
Not applicable.
4. **Freedom of Information**
Open paper.

Any Other Relevant Information

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be e-mailed to Senate.Support@ed.ac.uk quoting "comment on e-S 18/19 3 B." These comments will be added verbatim at <http://edin.ac/18tbekG>.

Originator of the paper

Senate Secretariat
May 2019

Special Minute
Professor Bernadette Dutia BSc, PhD
Emeritus Professor of Virus Pathogenesis

Bernadette Dutia was born and grew up in Christchurch, New Zealand. She graduated with first class honours in Biochemistry from the University of Canterbury in 1975 and was awarded a prestigious Commonwealth Scholarship to study at the University of Glasgow. Her PhD thesis sought to understand how the herpesvirus pseudorabies virus altered the process of protein synthesis in infected cells in order to promote virus replication. After completing her PhD, she returned to New Zealand for a short time to take up a post-doctoral position at the University of Otago before returning to Glasgow in 1980 where she was appointed as a non-clinical scientist at the MRC Virology Unit to work on herpesvirus encoded enzymes. Her work on HSV-1 ribonucleotide reductase was one of the first studies describing the use of small peptides as potential anti-viral agents. In 1985, she took up a post-doctoral position in the Department of Veterinary Pathology in the R(D)SVS, where she worked for a number of years on the immune system of the sheep before re-combining her interests in virology with immunology. In 2003, she was promoted to Senior Research Fellow and continued her research on the mechanisms of pathogenesis of virus infections. Throughout her career, Bernadette contributed to undergraduate teaching in the Vet and Medical Schools as well as supervising over 20 PhD students. In 2003, she set up the Molecular Pathology Unit in the Vet School, which provided training and supervision for veterinary clinicians in molecular techniques as well as training for Masters students. Bernadette was appointed Convenor of Postgraduate Studies in the R(D)SVS in 2007, and R(D)SVS Postgraduate Dean in 2012 with responsibility for both PGR and PGT programmes in the Vet School. In this role Bernadette focussed on improving the postgraduate training and experience of Masters and PhD students in the Vet School and led the implementation of a number of changes designed to support students and their supervisors throughout their studies. Bernadette was Associate Dean of Postgraduate Research for the College of Medicine and Veterinary Medicine from 2012-2016 and served on a number of College and University Committees related to postgraduate education. In parallel with her commitment to postgraduate education, Bernadette continued to develop her research and supervision of PhD students, publishing over 70 publications and attracting grants for the study of herpesviruses and, latterly, influenza A virus. Bernadette's work has provided insights into the mechanisms of virus infection and how viruses interact with their hosts. She has worked with numerous collaborators within the University as well as elsewhere and is well recognised in both the herpesvirus and influenza virus pathogenesis fields. In 2014 she was elected a Fellow of the Institute of Biology, and in 2015 appointed to a personal chair in virus pathogenesis. After her retirement, Bernadette plans to continue to collaborate with colleagues in the University and ensure that data arising from current and recent research are published.

Special Minute
Professor David Dewhurst BSc, PhD
Emeritus Professor of e-Learning

David Dewhurst came to the University of Edinburgh in 1999 as Director of Learning Technology in the Faculty Group (subsequently College) of Medicine and Veterinary Medicine. With a first degree in Physiology and doctorate from the University of Sheffield, his experience as Professor of Health Sciences at Leeds Metropolitan University both in teaching undergraduates and in research and development of computer-aided learning was a key foundation for the Faculty Group's establishment of the Learning Technology Section (LTS).

LTS was set up as an academic support service to provide a wide range of technological and graphic design capabilities to underpin enhancement of the undergraduate and postgraduate student experience, as well as benefitting the College's research interests. Comprising three specific areas – e-learning, IT services, graphic design – LTS employed 30 staff and was responsible for the development of purpose-built, personalised Web-based learning management systems for both undergraduate and postgraduate courses in the College. In 2005 the undergraduate learning environments and toolsets developed by LTS won one of the prestigious Queen's Anniversary Prizes for Higher and Further Education for 'The Virtual Hospital Online – transforming medical and veterinary education'.

David's expertise in this arena also allowed him to contribute more widely within the institution to University-wide strategic reviews related to online learning, such as the development of the University's five year e-Learning strategy and implementation plan. This involvement also led to David's appointment between 2003 and 2007 as Assistant Principal with University-wide responsibility for e-Learning and e-Health, two emerging strategically-important areas of University business. And in 2011 David was seconded to a part-time role as Associate Director, Information Services which included acting as the academic lead for a new Distance Education Initiative, an investment of over £5M aimed at significantly scaling-up the University's distance education provision. He also was a member of the Steering Group which oversaw the launch in 2013 of the University's Massive Open Online Courses (MOOCs), representing a completely new channel for our engagement with learners across the globe.

In addition to the very important pedagogic developments which David has influenced, he also continued to maintain his research interests. In 2005 he was awarded a Personal Chair – Professor of e-Learning - in recognition of his personal research profile in applied educational research. This research has focused on the enhancement of learning, teaching and assessment in higher education and particularly in his own subject areas of physiology and pharmacology. It has included projects such as the development and evaluation of computer-assisted learning packages to support learning and teaching in physiology and pharmacology, some of which were designed to reduce the use of animals in teaching. The development of online learning platforms and other tools to support independent learning has used technology to enhance the student experience, leading to the deployment of dedicated virtual learning environments for the College's undergraduate and postgraduate programmes together with associated learning resources such as virtual patients, a virtual pathology laboratory and a virtual farm. David's research has also benefitted the wider world, where he has led projects to use technology to support medical and healthcare professional education in developing countries – notably working with medics, nurses and clinicians at the Medical and Nursing Schools in Malawi mainly funded via the Scottish Government International Development Fund.

Over many years David has contributed significantly to improving vital facets of learning and teaching both in the College and the University, and we wish him well in his retirement.

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Communications from the University Court

Executive Summary

To update Senate on certain matters considered by the University Court at its meeting on 18 February 2019.

How does this align with the University / Committee's strategic plans and priorities?

Not applicable.

Action requested

Senate is invited to note the report and to comment on Draft Resolution No. 7/2019: Code of Student Conduct (see paper e-S 18/19 3 D).

How will any action agreed be implemented and communicated?

Not applicable.

Resource / Risk / Compliance

1. Resource implications (including staffing)

Where applicable, as covered in the report.

2. Risk assessment

Where applicable, as covered in the report.

3. Equality and Diversity

Where applicable, as covered in the report.

4. Freedom of information

This paper is open.

Any Other Relevant Information, including keywords

University Court

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Originator of the paper

Dr Lewis Allan, Head of Court Services, May 2019

COMMUNICATIONS FROM THE UNIVERSITY COURT

18 February 2019

1 2019 New Year Honours

Court recorded its congratulations to four staff members recognised in the 2019 New Year Honours: Jonathan Seckl OBE, for services to endocrinology; Anna Meredith OBE, for services to animal welfare; Ian Deary OBE, for services to the social sciences; and Fiona Alderson BEM, for services to engineering and education.

2 University Leadership Structure

Court approved a proposal from the Principal to extend Vice-Principal titles to the three heads of the Professional Services Groups for terms of office until 31 July 2022 as follows:

- Vice-Principal Strategic Change & Governance and University Secretary Sarah Smith;
- Vice-Principal Business Development and Director of Corporate Services Hugh Edmiston; and,
- Vice-Principal and Chief Information Officer, and Librarian to the University Gavin McLachlan.

Court approved the extension of the terms of office until 31 July 2022 for the following Vice-Principals:

- Senior Vice-Principal Charlie Jeffery;
- Vice-Principal Planning, Resources & Research Policy Jonathan Seckl;
- Vice-Principal High Performance Computing Richard Kenway;
- Vice-Principal Data Science Andrew Morris;
- Vice-Principal Philanthropy & Advancement Chris Cox;
- Vice-Principal International James Smith; and,
- Deputy Vice-Principal International Alan Mackay.

Court noted the extension of the terms of office for the remaining Assistant Principals until 31 July 2021 and the terms of this extension.

3 Student Experience Plan

An update on the Student Experience Plan was reviewed, with work underway to establish costings for individual projects to enable calibration against other priorities within planning round discussions and a standing sub-committee of the University Executive set up to oversee the Plan.

The following points were raised in discussion:

- The potential for 'quick wins' alongside longer term improvements should be explored;
 - The plan for the review of the Personal Tutor system is complete and the review will begin shortly;
 - Consolidating the 70+ projects into a smaller set of workstreams;
 - The importance of maintaining a clear link with staff experience activities and a joined-up approach given interdependencies;
 - Measuring success in a more sophisticated means than existing surveys; and,
- Using communication of the student experience projects for community building.

4 EUSA President's Report

The Students' Association President reported on recent developments. Members discussed the proportion of EUSA employees paid the real living wage, with the Association committed to increasing the proportion in future years and balancing commercial activity on University sites during the Edinburgh Festivals with commercial opportunities for EUSA – to be considered further within the Planning Round.

The report was noted and an amendment to the EUSA Democracy Regulations to introduce a Trans & Non-Binary Liberation Officer approved.

5 Brexit Update

An update on potential impacts from the UK's planned departure from the European Union on 29 March 2019 was reviewed. The continuing uncertainty over the terms of departure and possible extensions to the departure date was noted. Court discussed: possible changes to government funding for EU students; the recruitment of non-EU international students, with figures to date for 2019/20 entry highly encouraging; other financial and supply chain implications; and, reputational impacts to the UK university sector as a whole, including attractiveness to EU and non-EU staff and access to EU research funding. The importance of staff and student communications at a time of uncertainty was agreed.

6 Court External Effectiveness Review

The report of the Court external effectiveness review and covering note from the Convener of Nominations Committee, which had acted as the working group during the course of the review, was considered. On behalf of Court, the Vice-Convener thanked David Newall, external facilitator of the effectiveness review and Alan Johnston, lead Court member for the review. Nominations Committee had agreed that the report be presented to Court without seeking amendments and proposed that two of the report's five themes: People; and Structure and Process, be prioritised for follow-up action. Court welcomed the report, agreed with the prioritisation of the People and Structure and Process themes and agreed that the report be published in full on the University's website.

7 Draft Ordinances: Senate, General Council & Court

The following draft Ordinances were considered and approved for transmission for statutory consultation:

- Composition of the Senatus Academicus;
- General Council Membership and Registration; and,
- Election of Chancellor and Chairing of General Council Meetings.

[Secretary's note: the above draft Ordinances and a covering paper will be considered at the Senate meeting of 29 May and are available as part of the public consultation here: <https://www.ed.ac.uk/governance-strategic-planning/governance/university-governance/acts-and-secondary-legislation/university-ordinances/draft-ordinances>]

A minor amendment to the draft Composition of Court Ordinance was approved and authority delegated to the University Secretary to agree any further non-material changes to the Ordinance if requested by the Scottish Government or Privy Council.

8 Resolutions

The following draft resolution was referred to the General Council and Senate for observations: Draft Resolution No. 7/2019: Code of Student Conduct (see paper e-S 18/19 3 D).

The following resolutions were approved:

Resolution No. 64/2018: Foundation of a David Hume University Chair of Economics

Resolution No. 1/2019: Foundation of a Chair of Inorganic Chemistry

Resolution No. 2/2019: Alteration of the title of the Chair of Mathematics (third)

Resolution No. 3/2019: Foundation of a Chair of General Practice

Resolution No. 4/2019: Foundation of a Chair of Primary Care and Multimorbidity

Resolution No. 5/2019: Boards of Studies

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Resolutions

Executive Summary

This report is presented to Senate for consultation in accordance with the procedures for the creation of Resolutions as set out in the Universities (Scotland) Act 1966.

How does this align with the University / Committee's strategic plans and priorities?

Not applicable.

Action requested

Senate is invited to make observations on the attached draft Resolutions.

How will any action agreed be implemented and communicated?

Via Senate's report to University Court.

Resource / Risk / Compliance

1. Resource implications (including staffing)

There are no resource implications. Part of the approval process involved confirmation of the funding in place to support new Chairs.

2. Risk assessment

The paper does not include a risk analysis. There are reputational considerations in establishing and renaming Chairs and updating regulations, which are considered as part of the University's approval processes.

3. Equality and Diversity

There are no specific equality and diversity issues associated with this paper. However equality and diversity best practice and agreed procedures are adopted in appointing individuals to chairs.

4. Freedom of information

Open paper.

Key words

Court, Resolutions, Chairs

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be e-mailed to Senate.Support@ed.ac.uk quoting "comment on e-S 18/19 3 D." These comments will be added verbatim at <http://edin.ac/18tbekG>

Originator of the paper

Ms K Graham
Deputy Head of Court Services
May 2019

Degree Programme Regulations

Draft Resolution No. 14/2019: Undergraduate Degree Programme Regulations

Draft Resolution No. 15/2019: Postgraduate Degree Programme Regulations

Draft Resolution No. 16/2019: Higher Degree Programme Regulations

The key changes to the Undergraduate Degree Programme Regulations 2019/20 are as follows:

- 5, Disclosure of criminal offences: this amendment states that students should make the University aware when they first matriculate at the University of any unspent conviction or pending charge for a relevant offence, in addition to informing the University where they are charged or convicted of a relevant criminal offence whilst studying.
- 7, Compliance with Degree Programme Tables: this amendment clarifies that courses marked as compulsory on Degree Programme Tables may only be substituted for courses with an equivalent SCQF credit volume and level with the approval of the Head of College (or delegated authorising officer).
- 9, Timing of admittance onto degree programmes and courses: this amendment clarifies that Honours students may not withdraw from a course which will count towards classification after more than six weeks of the relevant semester and replace it with another optional course. Where a student withdraws from a course due to special circumstances and is granted a null sit for the course, they may be allowed to take an alternative course.
- 30-31, Optional study abroad: this amendment reverses the decision made by CSPC for the 2018/19 UG Degree Regulations that progression decisions for students will in future be undertaken by a University Progression Board, maintaining the College level Optional Progression Board for 2019-20 academic year. It also changes the planned arrangements for the Study and Work Away Service to take on responsibilities currently held by Exchange Coordinators.
- 74-86, Degree specific regulations- MBChB: several minor clarifications have been made to these regulations relating to the MBChB (Medicine) programme.

The key changes to the Postgraduate Degree Programme Regulations 2019/20 are as follows:

- 2, Compliance with Degree Programme Table: this amendment clarifies that courses marked as compulsory on Degree Programme Tables (DPT) may only be substituted for courses with an equivalent SCQF credit volume and level with the approval of the Head of College (or delegated authorising officer).
- 7, Disclosure of criminal offences: this amendment states that students should make the University aware when they first matriculate at the University of any unspent conviction or pending charge for a relevant offence, in addition to informing the University where they are charged or convicted of a relevant criminal offence whilst studying.
- 8, Postgraduate Awards and Degree Programmes: removed MMus as this is covered by "Masters in a named subject discipline; Master of a named discipline".
- 9, Late Admission: this amendment clarifies that students may not withdraw from a course after more than six weeks of the relevant semester and replace it with another optional course. Where a student withdraws from a course due to special circumstances and is granted a null sit for the course, they may be allowed to take an alternative course.
- 37, Supervision: this amendment confirms the mandatory status of supervisor briefings for postgraduate research supervisors and that supervisors should attend every five years.
- 38, Supervision: this amendment clarifies that all postgraduate research supervisors are recorded on the student record.
- 39-40, Supervision: this amendment clarifies wording regarding eligibility for appointment as a Principal or Lead postgraduate research Supervisor. Principal or Lead Supervisors may be University staff, (including honorary staff) or where the student is working in an Associated Institution, a full time employee of the Associated Institution.

- 47, Demonstration by Thesis and Oral Exam for the Award of PhD: these amendments clarify the criteria students must demonstrate by presentation of a thesis and/or portfolio and performance at an oral examination for the award.
- 50-51, MPhil by Research: these amendments clarify the criteria students must demonstrate by presentation of a thesis and/or portfolio and performance at an oral examination for the award.
- 52 – 55, PhD by Research Publications: these amendments clarify arrangements regarding application to and assessment of PhD by Research Publications.
- 59, MSc by Research Degrees only: this amendment clarifies what is included in the word count for an MSc by Research Degree.
- 68, PhD – submission by portfolio: this amendment clarifies that the regulation applies to degrees in Art, Design and Landscape Architecture.
- 69, MPhil – submission by portfolio: this amendment clarifies that the regulation applies to degrees in Art, Design and Landscape Architecture.
- 72, Master of Chinese Studies (MCS): this amendment clarifies that the prescribed period of study is 24 months.
- 76, MSc in Middle Eastern Studies with Arabic: this amendment clarifies that the prescribed period of study is 24 months.
- 106 – 108, Doctor of Veterinary Medicine (DVetMed): this amendment adds the College specific regulations for the DVetMed degree.

Code of Student Conduct

Draft Resolution No. 7/2019: Code of Student Conduct

The key changes to the *Code of Student Conduct* are as follows:

- The Code makes specific reference to sexual violence or abuse of a member of the University community as an offence under the Code.
- The Code makes specific reference to bullying of a member of the University community as an offence under the Code.
- The Code indicates that harassment, discrimination, or victimisation of a member of the University community on the grounds of gender identity is an offence under the Code.
- The Code makes clear that offences outside of a University context which raise questions about a student's fitness to remain a member of the University community, or suggest that a student poses a threat to other members of the University community may be regarded as an offence under the Code.
- The quorum for meetings of the Student Discipline Committee is reduced from six members to five.
- The Code makes reference to the Respondent (i.e. the student accused of breaching the Code), and the Reporting Party, who has raised the allegation against the Respondent.
- The Code provides more flexible routes for students to raise allegations of misconduct.
- The Code clarifies that two Conduct Investigators may be appointed to investigate a case, where this is considered appropriate.
- The Code clarifies the approach taken by the University to suspend students subject to investigation on a precautionary basis.
- The Code permits students to bring an additional supporter (a specialist provider of health or wellbeing support) with them to meetings held as part of the disciplinary procedure.
- The Code clarifies the role of the Conduct Investigator and of the Student Discipline Committee in determining whether an offence has taken place, and whether that offence constitutes a breach of the Code.
- The Code extends the right to place a student on probation for up to three months as a penalty to Student Discipline Officers.
- The Code clarifies that the Student Discipline Committee may decide a case based on written representations, where the student accused of misconduct waives their right to an in-person or virtual hearing.

- The Code includes a process for dealing with requests by the Respondent to postpone a hearing of the Student Discipline Committee.
- The Code explains the right of the Convener of the Student Discipline Committee to make special arrangements for witnesses to give evidence from a separate location (e.g. via video link), and to withdraw the right of the Respondent to cross-examine a witness or witnesses where this would not be appropriate in the circumstances of the case (e.g. in cases relating to allegations of sexual misconduct).
- The Code provides greater clarity regarding who is in attendance for which parts of a hearing of the Student Discipline Committee, and the contribution of witnesses to a hearing.
- The Code clarifies what information will be provided to the Reporting Party in a case about the progress and outcome of the case.

Establishment of Chairs

Draft Resolution No. 8/2019: Foundation of a Baillie Gifford Chair of Data and AI Ethics

Draft Resolution No. 12/2019: Foundation of a Chair of Design Informatics

Alteration of the title of a Chair

Draft Resolution No. 10/2019: Alteration of the title of the Chair of Black Studies

Establishment of Personal Chairs

Resolutions founding Personal Chairs follow a standard format, Draft Resolution No. 9/2019 is therefore included as example for each Resolution as listed below:

Draft Resolution No. 9/2019: Foundation of a Personal Chair of Numerical Analysis

Draft Resolution No. 11/2019: Foundation of a Personal Chair of Africana Philosophy and Black Male Studies

Draft Resolution No. 13/2019: Foundation of a Personal Chair of Applied Economics

Draft Resolution No. 17/2019: Foundation of a Personal Chair of Global and African History

Draft Resolution No. 18/2019: Foundation of a Personal Chair of Cognitive Science of Language and Multilingualism

Draft Resolution No. 19/2019: Foundation of a Personal Chair of Greek History

Draft Resolution No. 20/2019: Foundation of a Personal Chair of Speech, Language and Cognition

Draft Resolution No. 21/2019: Foundation of a Personal Chair of Natural Science and Theology

Draft Resolution No. 22/2019: Foundation of a Personal Chair of Environmental Law

Draft Resolution No. 23/2019: Foundation of a Personal Chair of Emotions and Society

Draft Resolution No. 24/2019: Foundation of a Personal Chair of Anthropology of Migration

Draft Resolution No. 25/2019: Foundation of a Personal Chair of Public Health in Social Science

Draft Resolution No. 26/2019: Foundation of a Personal Chair of Pacific and Postcolonial Literature

Draft Resolution No. 27/2019: Foundation of a Personal Chair of School Exclusion and Restorative Practice

Draft Resolution No. 28/2019: Foundation of a Personal Chair of Student Learning (University Education)

Draft Resolution No. 29/2019: Foundation of a Personal Chair of Experimental Neuropsychology

Draft Resolution No. 30/2019: Foundation of a Personal Chair of Italian and Comparative Literature

Draft Resolution No. 31/2019: Foundation of a Personal Chair of Student Learning (Place-Based Education)

Draft Resolution No. 32/2019: Foundation of a Personal Chair of Language Development

Draft Resolution No. 33/2019: Foundation of a Personal Chair of Political History

Draft Resolution No. 34/2019: Foundation of a Personal Chair of Uncertainty Modelling

Draft Resolution No. 35/2019: Foundation of a Personal Chair of Cognitive Linguistics

Draft Resolution No. 36/2019: Foundation of a Personal Chair of Renaissance Visual and Material Cultures

Draft Resolution No. 37/2019: Foundation of a Personal Chair of Critical Design and Architectural Culture

Draft Resolution No. 38/2019: Foundation of a Personal Chair of Molecular Diagnostics and Infection

Draft Resolution No. 39/2019: Foundation of a Personal Chair of Equine Cardiology

Draft Resolution No. 40/2019: Foundation of a Personal Chair of Host Defence and Inflammation Biology

Draft Resolution No. 41/2019: Foundation of a Personal Chair of Avian Biology

Draft Resolution No. 42/2019: Foundation of a Personal Chair of Epidemiology and Global Health

Draft Resolution No. 43/2019: Foundation of a Personal Chair of Epigenetics and Metabolism

Draft Resolution No. 44/2019: Foundation of a Personal Chair of Diabetic Medicine

Draft Resolution No. 45/2019: Foundation of a Personal Chair of Global Surgery and Data Science

Draft Resolution No. 46/2019: Foundation of a Personal Chair of Medical Education

Draft Resolution No. 47/2019: Foundation of a Personal Chair of Glaciology and Geophysics

Draft Resolution No. 48/2019: Foundation of a Personal Chair of Microbial Genetics and Biotechnology

Draft Resolution No. 49/2019: Foundation of a Personal Chair of Complex Systems

Draft Resolution No. 50/2019: Foundation of a Personal Chair of Medical and Biological Spectroscopy

Draft Resolution No. 51/2019: Foundation of a Personal Chair of Supramolecular Chemistry

Draft Resolution No. 52/2019: Foundation of a Personal Chair of Applied Biology

Draft Resolution No. 53/2019: Foundation of a Personal Chair of Bacterial Systems Biology

Draft Resolution No. 54/2019: Foundation of a Personal Chair of Environmental Geochemistry

Draft Resolution No. 55/2019: Foundation of a Personal Chair of Mathematical Biology

Draft Resolution No. 56/2019: Foundation of a Personal Chair of Computer Graphics

Draft Resolution No. 57/2019: Foundation of a Personal Chair of Networked Systems

Draft Resolution No. 58/2019: Foundation of a Personal Chair of Biology Education

Draft Resolution No. 59/2019: Foundation of a Personal Chair of Environment and Society

Draft Resolution No. 60/2019: Foundation of a Personal Chair of Computational Chemistry

Draft Resolution No. 61/2019: Foundation of a Personal Chair of Dispersive Equations

Draft Resolution No. 62/2019: Foundation of a Personal Chair of Gravitational Dynamics

Draft Resolution No. 63/2019: Foundation of a Personal Chair of Artificial Intelligence

Draft Resolution No. 64/2019: Foundation of a Personal Chair of Chemistry Education

Draft Resolution No. 65/2019: Foundation of a Personal Chair of Health Geographies

Draft Resolution No. 66/2019: Foundation of a Personal Chair of Machine Learning and Computer Vision

UNIVERSITY OF EDINBURGH

Draft Resolution of the University Court No. 14/2019

Undergraduate Degree Programme Regulations

At Edinburgh, the Seventeenth day of June, Two thousand and nineteen.

WHEREAS the University Court deems it desirable to produce one comprehensive set of Undergraduate Degree Regulations, including Assessment Regulations (2019/2020);

AND WHEREAS the University Court considers it expedient to promulgate this Resolution to set out these Regulations in full to give effect to the essential elements contained within these Regulations including Assessment Regulations (2019/2020):

THEREFORE the University Court, on the recommendation of the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act 1966, with special reference to paragraphs 2 and 8 of Part II of Schedule 2 to that Act, hereby resolves:

1. The Undergraduate Degree Regulations are hereby set out:

A. General Undergraduate Degree Regulations

Compliance

- 1 [Compliance and concessions](#)
- 2 [Head of College authority for concessions](#)
- 3 [Compliance with requirements](#)
- 4 [Fitness to practise](#)
- 5 [Disclosure of criminal offences](#)
- 6 [Undergraduate degrees, diplomas and certificates](#)
- 7 [Compliance with Degree Programme Tables](#)
- 8 [Pre-requisites, co-requisites and prohibited combinations](#)
- 9 [Timing of admittance onto degree programmes and courses](#)

Mode of Study

- 10 [Full-time and part-time](#)
- 11 [Changing mode of study](#)

Study Period

- 12 [Compliance with time periods](#)
- 13 [Maximum degree completion periods](#)
- 14 [Minimum credit points taken in each year](#)

- 15 [Credit points where a student needs to meet specific progression requirements](#)
- 16 [Elements requiring full-time attendance](#)
- 17 [Minimum period of study for a University of Edinburgh degree](#)
- 18 [Study at another institution](#)
- 19 [Authorised interruption of study](#)
- 20 [Credit from other institutions during interruption of study](#)
- 21 [Cases where interruption of study does not apply to BVM&S and MBChB](#)

Recognition of Prior Learning (RPL)

- 22 [Recognition of prior learning for admission](#)
- 23 [Overlapping curricula](#)

Attendance and Participation

- 24 [Students' responsibilities for attendance and participation](#)
- 25 [Student contact details](#)
- 26 [Leave of absence](#)

Optional Study Abroad

- 27-34 [Optional study abroad](#)

Withdrawal and Exclusion

- 35 [Withdrawal and exclusion](#)

Progression and Permissible Credit Loads

- 36 [Credit point and level requirements](#)
- 37 [Credit volumes](#)
- 38 [Requirement to attain credits](#)
- 39 [Failure to attain the full volume of credits](#)
- 40 [Minimum progression requirements](#)
- 41 [Requirement to attain more than minimum number of credits for progression](#)
- 42 [Progression with a credit deficit](#)
- 43 [Exclusion for unsatisfactory academic progress](#)
- 44 [Continuation without progression](#)
- 45 [Pre-honours: taking additional credits](#)
- 46 [Honours: taking additional credits](#)

- 47 [Limitations on courses taken in honours years](#)
- 48 [Work may be submitted for credit for only one course](#)
- 49 [Conflicting studies](#)

Transfer to Different Degree Programme

- 50 [Approval to transfer degree programme](#)
- 51 [Transferring students: compliance with Degree Programme Tables](#)

Awards and Qualifications

- 52 [Requirements for Undergraduate Certificate of Higher Education](#)
- 53 [Requirements for Undergraduate Diploma of Higher Education](#)
- 54 [Requirements for General and Ordinary Degrees](#)
- 55 [Requirements for MBChB and BVM&S](#)
- 56 [Award of Honours](#)
- 57 [Honours classifications](#)
- 58 [Limits on Honours re-assessment](#)
- 59 [Award of the highest qualification attained](#)
- 60 [Use of General or Ordinary degree to apply for Honours admission](#)
- 61 [Unclassified Honours](#)
- 62 [Posthumous awards](#)
- 63 [Aegrotat degrees](#)

B College of Arts, Humanities and Social Sciences Undergraduate Degree Regulations: Degree Specific Regulations

- 64 [College requirements](#)
- 65 [College Fitness to Practise Policy](#)
- 66 [General and Ordinary Degrees](#)
- 67 [General and ordinary: Merit and Distinction](#)
- 68 [LLB Ordinary: Merit and Distinction](#)
- 69 [MA \(Fine Art\): Distinction](#)
- 70 [Distinction in Oral Language](#)
- 71 [Bachelor of Medical Sciences and Bachelor of Science \(Veterinary Sciences\)](#)

C College of Medicine and Veterinary Medicine Undergraduate Degree Regulations: Degree Specific Regulations

72 [College requirements](#)

73 [College Fitness to Practise Policy](#)

74-86 [MBChB](#)

87-95 [BVM&S](#)

96-101 [Bachelor of Medical Sciences](#)

102-107 [BSc in Veterinary Sciences](#)

108-114 [BSc in Oral Health Sciences](#)

115-118 [Bachelor of Science](#)

D College of Science and Engineering Undergraduate Degree Regulations: Degree Specific Regulations

119 [College requirements](#)

120 [Bachelor of Sciences Ordinary Degree in a Designated Discipline or Combined Disciplines](#)

123 [Degree of Bachelor of Medical Sciences](#)

124-126 [Professional Requirements: School of Engineering](#)

A General Undergraduate Degree Regulations

Compliance

1. These regulations apply to all categories of undergraduate study at the University of Edinburgh, except for those qualified by a Senatus approved Memorandum of Agreement or Understanding for joint or collaborative awards. Every undergraduate student must comply with these regulations. In exceptional circumstances a concession to allow relaxation of a specific regulation may be granted by the appropriate Head of College. Where the Head of College does not have authority to award a particular concession then the Curriculum and Student Progression Committee may award the concession.

2. Where the Head of College has the authority to grant permissions and concessions, this authority may be delegated to appropriate nominees in the College or Schools. Students must consult their Personal Tutor or Student Support Team as to the appropriate point of contact, and must not approach the Head of College directly.

3. Students must comply with any requirements specific to their degree programme as set out in the Degree Programme Tables, the relevant College Regulations specified in sections B, C and D below and the University's Taught Assessment Regulations for the current academic session: www.ed.ac.uk/schools-departments/academic-services/staff/assessment/assessment-regulations

4. Where a student's degree programme is subject to Fitness to Practise requirements, the relevant College Committee must be satisfied at all times that in respect of health, conduct and any other matters which the Committee may reasonably deem relevant, whether such matters relate to the student's University programme or are unrelated to it, the student will not constitute a risk to the public, vulnerable children or adults or to patients and is a suitable person to become a registered member of the relevant professional body. Students are subject to the Fitness to Practise regulations both while actively studying and while on an interruption of study. Any student who fails to satisfy the relevant College Committee, irrespective of their performance in assessment, will be reported to the Head of College who has power to recommend exclusion from further studies and assessments or Professional Examinations, or to recommend the award of the degree be withheld, or other penalty set out in College procedures. An appeal against this decision may be submitted to the Student Fitness to Practise Appeal Committee. See the Student Appeal Regulations at: www.ed.ac.uk/files/atoms/files/studentappealregulations.pdf

5. The University considers that certain types of criminal offences may constitute a breach of the Code of Student Conduct and/or a degree programme's Fitness to Practise requirements. Accordingly, students must inform the relevant Student Support Team or Graduate School (as applicable) if they have:

- a relevant pending charge or relevant unspent criminal conviction on matriculating at the University (students must provide this information no later than one week after matriculation); or
- been charged or convicted of a relevant criminal offence since matriculating at the University (students must provide this information no later than one week after the date of the charge or conviction).

Information about offences considered relevant and which should therefore be reported under this regulation is provided on the University website, and may be updated on occasion: [URL to be added].

Where a student discloses a relevant charge or conviction, the Student Support Team or Graduate School (as applicable) will refer the case to the Deputy Secretary, Student Experience (or delegated authority), who will decide whether to:

- take no further action; or
- refer the matter for investigation under the Code of Student Conduct; or
- (where a student's degree programme is subject to Fitness to Practise requirements) refer the matter for consideration under the relevant College's Fitness to Practice procedures.

Alternatively, action may be taken under both the Code of Student Conduct and relevant Fitness to Practise procedures, where the Deputy Secretary (or delegated authority) and the relevant College consider this appropriate.

6. The University awards the following types of undergraduate degrees, diplomas and certificates. The University's undergraduate awards and degree programmes are consistent with the Scottish Credit and Qualifications Framework (SCQF, www.scqf.org.uk/), unless an exemption has been approved by the Curriculum and Student Progression Committee. The credit levels required for each programme are specified within the appropriate Degree Programme Table (DPT).

I	Undergraduate Certificate of Higher Education	At least 120 credits of which a minimum of 90 are at level 7 or higher.
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ii	Undergraduate Diploma of Higher Education	At least 240 credits of which a minimum of 90 are at level 8 or higher
A.	Single Honours (in a named subject/discipline)	At least 480 credits of which a minimum of 180 is at levels 9 and 10, including at least 90 at level 10.
B.	Single Honours (with a subsidiary subject)	At least 480 credits of which a minimum of 180 is at levels 9 and 10, including at least 90 at level 10.
C.	Combined Honours (in two disciplines)	At least 480 credits of which a minimum of 180 is at levels 9 and 10, including at least 90 at level 10.
D.	Group Honours (more than two disciplines)	At least 480 credits of which a minimum of 180 is at levels 9 and 10, including at least 90 at level 10.
E.	Non-Honours Degrees	At least 360 credits of which a minimum of 60 is at level 9.
F.	General and Ordinary	At least 360 credits of which a minimum of 60 is at level 9.
G.	Intercalated Honours Degrees	See appropriate Degree Programme Table
H.	Integrated Masters with Honours (in named subject/discipline)	At least 600 credits of which a minimum of 120 is at level 11.
	Integrated Masters (with a subsidiary subject)	At least 600 credits of which a minimum of 120 is at level 11.
	Integrated Masters (with combined honours in two disciplines)	At least 600 credits of which a minimum of 120 is at level 11.
I.	MBChB (5 year programme)	720 credits
	MBChB (6 year programme)	780 credits
J.	BVM&S Graduate Entry Programme	560 credits
	BVM&S 5 Year Programme	640 credits

7. Every student must comply with the detailed requirements of the curriculum for the degree as set out in the appropriate Degree Programme Table, the programme handbook, the course handbook, the order in which courses are attended and the assessment for the programme, which are published in the University Degree Regulations and Programmes of Study. In exceptional cases, the Head of College may approve a concession allowing a student to substitute a course marked as compulsory in the relevant Degree Programme Table with another course (or courses) with the same credit volume and SCQF level.

8. When selecting courses, students must comply with the pre-requisite, co-requisite and prohibited combination requirements for the degree programme, unless a concession is approved by the relevant Head of College.

9. Students should commence their degree programme at the start of the academic year, and should commence the courses that they are enrolled on at the start of semester in which the courses are taught. No student will be admitted to a degree programme more than two weeks after the start of the academic year without the permission of the Head of College. No student will be enrolled on a course that is part of their degree programme more than two weeks after the start of semester in which the course is taught without the permission of the Head of College. Where a student withdraws from a course more than six weeks after the start of the relevant semester, the course enrolment remains on the student's record. Students in Honours years are not permitted to withdraw from a course marked as optional on the Degree Programme Table more than six weeks after the start of the relevant semester in order to substitute the course with another optional course, unless the relevant Board of Examiners has awarded a null sit for the course under the Special Circumstances procedure.

Mode of Study

10. Programmes are offered on a full-time or part-time basis. Students' mode of study is defined when they are admitted to the degree programme.
11. Only in exceptional circumstances, and with the permission of the Head of College, is a student allowed to change mode of study. For academic reasons, the University may require a student to change their mode of study.

Study Period

12. A student must complete the requirements of the degree programme within the period of study specified in the Degree Programme Table, unless given a concession with the approval of the Head of College.
13. The maximum period for completion of an Ordinary or General degree programme is 8 years. The maximum period for completion of an Honours degree programme is 10 years. This maximum period includes any concessions and any authorised interruptions of study.
14. With the annual permission of the Head of College, a student may take longer than the study period specified in the Degree Programme Table to undertake an Ordinary, General or Honours degree programme, provided that a minimum of 40 credit points are undertaken in each year of study.
15. Where a student needs to meet specific progression requirements, the Head of College may approve a student taking fewer than 40 credit points.
16. Certain elements of a degree programme may require full-time attendance. Students given permission to undertake study over an extended period must comply with any requirements specified for a particular degree programme.
17. For the award of a University of Edinburgh degree a student must study University of Edinburgh courses for a minimum period of two years and obtain 240 credits or the pro-rata equivalent in the case of part-time study (for part-time study, the period of study will be longer but the same minimum credit levels must be achieved). This regulation does not apply to intercalating medicine and veterinary medicine students. In exceptional circumstances, the Head of College may approve a concession to allow the award of a University of Edinburgh degree to a student who has studied University of Edinburgh courses for a minimum of one year (obtaining 120 credits or the pro-rata in the case of part-time study). This may include students studying at the University of Edinburgh on 2+2 arrangements, or students entering the University directly into year 3 of study.
18. A student studying for an Honours degree is not allowed to substitute study at another institution for the final year of their Honours programme.
19. A student may apply for an authorised interruption of study and it may be authorised by the Head of College if there is good reason for approving the interruption. Students may be required to provide evidence to support their applications. Interruptions of study will not be applied retrospectively. Any one period of authorised interruption of study will not exceed one academic year, unless authorised by the Head of College. The total period of authorised interruption of study is the same for full-time and part-time students and will not exceed 100% of the prescribed period of full-time study.
20. Study undertaken at another institution during a period of authorised interruption of study will not be credited to a student's programme of study at the University of Edinburgh.

21. Students registered for the 5-year MBChB programme or the BVM&S may elect to take an intercalated Honours year, or undertake a postgraduate degree programme during their period of enrolment. This is not categorised as interruption of study.

Recognition of Prior Learning (RPL)

22. RPL can only be recognised at the point of admission to the University. The Head of College has the power to recognise the transfer of up to 240 credits of prior learning and on this basis to admit a student to the second or later years of a programme of study. RPL can potentially be granted for programmes taken at the University of Edinburgh, as well as those from elsewhere. Before approval is granted the College must be satisfied that the learning to be recognised and transferred provides an adequate basis for the programme or courses as set out in the appropriate Degree Programme Table. University of Edinburgh courses which have a substantial curriculum overlap with any of the courses that contributed to a student's admission on the basis of RPL will not count towards the student's degree programme.

23. The University can also consider prior learning for admissions purposes. [University RPL policy for admissions](#).

Attendance and Participation

24. Students must attend and participate as required in all aspects of their programme of study. This includes being available for teaching sessions, assessment, examination and meeting Personal Tutors face to face and electronically. The Degree Programme Table and programme handbook sets out programme requirements for engagement. Certain students' visa requirements may require the University to monitor attendance and engagement in specific ways.

25. It is a student's responsibility to provide a current postal contact address and to ensure that any legal requirements, including those imposed by their funding or grant authority, are met. All students are required to check their MyEd and University email account frequently for communications from the University and respond where appropriate. University policy on contacting students by email: www.ed.ac.uk/files/atoms/files/contacting_students_by_email.pdf

26. Leave of absence is required for compulsory and optional activities related to the programme of study that are not undertaken on campus in Edinburgh. Students must have the formal approval of the College for any leave of absence to study away from Edinburgh that is 30 calendar days' duration or longer. Study location changes of less than 30 calendar days must be agreed with the Supervisor or Personal Tutor. Where the activity is a compulsory part of the programme of study and is organised by the School or College, permission may be given by the College for a cohort of students without individual applications being made. Colleges and Schools must maintain records of all leaves of absence. This regulation does not apply to students on a recognised distance learning programme.

Optional Study Abroad

27. Students may be eligible to undertake Optional Study Abroad as part of their undergraduate degree programme, providing they meet the selection criteria. Periods of Optional Study Abroad must only be undertaken at a higher education institution with which the University of Edinburgh has a formal exchange agreement. Students are not permitted to arrange their own opportunities to study at another higher education institution. Periods of Optional Study Abroad may be for one academic year, or one semester depending on the exchanges offered in each discipline.

28. Students must have achieved 240 credits before participating in Optional Study Abroad in year 3. All year 2 courses must be passed at the first attempt; resits during the summer diet are not permitted. Students must have achieved 360 credits before participating in Optional Study Abroad in year 4 of a 5 year programme.

29. Students undertaking Optional Study Abroad are required to complete a Learning Agreement in consultation with their School Exchange Coordinator prior to departure. Learning Agreements must be agreed and signed by the student, their School Exchange Coordinator, and, for Erasmus students only, the partner university. In the case of joint degree programmes, the Learning Agreement must be approved by both Schools, but the School which owns the programme is ultimately responsible for the Learning Agreement. If any amendments are required to the Learning Agreement at any time, including on arrival at the partner university, students must agree these changes with the School Exchange Coordinator. The Exchange Coordinator is responsible for confirming that the amended Learning Agreement corresponds appropriately with the University of Edinburgh degree curriculum for the relevant year of study.

30. Students who undertake Optional Study Abroad must undertake the equivalent volume of credits and level of courses at the partner university to that which they would study if they were remaining in Edinburgh. Credit achieved at a partner university is converted to University of Edinburgh credit, and counts towards the total credit required for the award of an Edinburgh degree. Individual marks/grades achieved at a partner university are not converted to University of Edinburgh marks/grades.

- Students studying abroad for one semester must enrol in the equivalent of 60 University of Edinburgh credits;
- Students studying abroad for an academic year must enrol in the equivalent of 120 University of Edinburgh credits.
- For students studying at European institutions, 60 Edinburgh credits are equivalent to 30 ECTS (European Credit Transfer System) credits and 120 Edinburgh credits are equivalent to 60 ECTS.
- For students studying at non-European institutions, the credit load and level required to be undertaken at the chosen partner university will be as approved Colleges, in consultation with Edinburgh Global.

31. Students who attempt but do not achieve the required credit at the partner university may be eligible for the award of Credit on Aggregate (CA). CA can only be awarded when the student has enrolled in and attempted assessment for the equivalent to a full University of Edinburgh credit load at an appropriate level, and in accordance with the regulations and guidance available in the Taught Assessment Regulations for awarding credit on aggregate. Progression decisions for students returning from Optional Study Abroad are the responsibility of the appropriate College Study Abroad Progression Board. Terms of Reference for the College Study Abroad Progression Boards are available here:

www.ed.ac.uk/files/atoms/files/studyabroadcollegeboards-termsofreference.pdf

32. In cases where assessment is optional at a partner university, students are required to undertake assessment. Credit awarded on a "pass/fail" basis will only be accepted in exceptional circumstances or where the partner institution confirms there is no alternative, and with advance approval of the appropriate College.

33. During 2019-20 the University will establish an institution-wide service which will take on some specific responsibilities currently held by School Exchange Co-ordinators for advising on and

agreeing Learning Agreements with individual students (see para 29), and advising the Senate Curriculum and Student Progression Committee on the credit load and level required to be undertaken at non-European institutions (see para 30). Once established, the service will also take on the Colleges' responsibility for agreeing to students taking credit on a "pass/fail" basis (see para 32). The Senate Curriculum and Student Progression Committee will confirm the specific responsibilities that the service will take on and the impact on the responsibilities of Exchange Coordinators, and the date that the location of these responsibilities will change, on the advice of the Service Excellence Programme Board.

Withdrawal and Exclusion

35. Any student may withdraw permanently from their programme of study at any point in the year. Students may be excluded for reasons outlined within the procedure for Withdrawal and Exclusion from Studies: www.ed.ac.uk/files/atoms/files/withdrawal_exclusion_from_study.pdf

Progression and Permissible Credit Loads

36. To gain a specific degree award, students must achieve the Scottish Credit and Qualifications Framework (SCQF, www.scqf.org.uk/) credit point and level requirements of the particular programme, as set out in the appropriate Degree Programme Table.

37. Full-time undergraduate study comprises 120 credit points in each year of study. Part-time study is defined on a pro-rata basis in the relevant Degree Programme Table.

38. Students must attain the credits and other requirements for each stage of study, as outlined in the relevant Degree Programme Table and Programme Handbook. In addition, students must meet any other requirements set out in their Programme and/or Course Handbook.

39. Any student who has not attained the full volume of credit points for their year of programme by the end of the relevant session (e.g. 120 credits for full-time students) may be required to take resit exams, supplementary or alternative assessments, or additional courses to make good the deficit.

40. In order to progress to the next year of programme, a student must attain the following minimum number of credits:

- 80 credit points by the end of Year 1 of programme;
- 200 credit points by the end of Year 2 of programme;
- 360 credit points by the end of Year 3 of programme;
- 480 credit points by the end of Year 4 of programme;
- 600 credit points by the end of Year 5 of programme for Integrated Masters

41. Where a programme requires students to attain more than the minimum number of credits in order to progress, this will be specified in the relevant Degree Programme Table and Programme Handbook.

42. Where students are allowed to progress with a credit deficit, they will be required to obtain the missing credits in order to qualify for the relevant award.

43. Students who do not attain sufficient credits to progress within the specified period may be excluded for unsatisfactory academic progress. The College will follow the procedure for Withdrawal and Exclusion from Studies:

www.ed.ac.uk/files/atoms/files/withdrawal_exclusion_from_study.pdf

44. The College may offer students who are unable to progress due to a credit deficit the opportunity to return to study the following year in order to seek to address this deficit. Such a return to study without progression may be offered on a full-time, part-time, or assessment-only basis.

45. In pre-Honours years, a student may be allowed to take up to 40 credits of additional Scottish Credit and Qualifications Framework (SCQF, www.scqf.org.uk/) level 7 and 8 courses (in addition to the normal 120 credits), subject to the approval of the student's Personal Tutor.

46. Exceptionally, students in their honours years, with College approval, may take up to 40 credits of additional Scottish Credit and Qualifications Framework (SCQF, www.scqf.org.uk/) level 7 or 8 credit and, more rarely, up to 10 credits at levels 9-11 in the Honours years.

47. Students may attend courses on a class-only basis (i.e. not for credit), with the agreement of the Course Organiser and the approval of the Personal Tutor. Decisions will be based on the overall load (credit and non-credit bearing) on the student, which must not exceed 160 credits.

48. A student who has previously submitted work for one course at the University must not submit the same work to attempt to achieve academic credit at the University through another course.

49. Students registered on a programme of study at this University may not undertake any other concurrent credit bearing studies in this (or in any other) institution, unless the College has granted permission. The College must be satisfied that any additional credit-bearing studies will not restrict the student's ability to complete their existing programme of study.

Transfer to Different Degree Programme

50. A student may be allowed to transfer to a different degree programme in the University by permission of the receiving College.

51. Unless granted a concession by the Head of the receiving College, students must comply with the pre-requisite and co-requisite requirements of the new programme shown in the Degree Programme Table.

Awards and Qualifications

52. In order to achieve the award of the Undergraduate Certificate of Higher Education students must have attained a minimum of 120 credit points (of which a minimum of 90 are at level 7 or higher) gained from passes in courses of this University which count towards graduation.

53. In order to achieve the award of the Undergraduate Diploma of Higher Education students must have attained a minimum of 240 credit points. At least 120 credit points must be gained from passes in courses of this University counting towards graduation and at least 90 of the 120 credit points gained from courses passed at this University must be in courses at level 8 or above.

54. The attainment requirements for students for General and Ordinary degrees are specified in the relevant College regulations below.

55. The attainment requirements for students for MBChB and BVM&S degrees and the BSc in Oral Health Sciences are specified in the College of Medicine and Veterinary Medicine regulations below (Section C).

56. The award of Honours is based on the student's performance in assessment in the Honours year(s). For information on the award of Honours see the Taught Assessment Regulations for the current academic session: www.ed.ac.uk/schools-departments/academic-services/staff/assessment/assessment-regulations

57. A student who satisfies the examiners in the Honours assessment shall be awarded Honours in one of following classifications: First Class, Second Class Division I, Second Class Division II and Third Class.

58. Students who have been assessed, classed or failed for Honours may not present themselves for re-assessment in the same programme, or assessment in a closely related programme. The Head of College determines whether a programme is closely related.

59. During a single period of continuous registration, a student may be awarded only the University qualification with the highest status for which they have attained the required credits.

60. A candidate who already holds a General or Ordinary degree may be permitted by the appropriate Head of College to apply for the degree with Honours, provided that not more than three years have elapsed between their first graduation and acceptance as a candidate for the subsequent degree with Honours. Such a candidate will normally be required to achieve a further 240 credit points, or credit points as deemed appropriate by the Head of the receiving College, at the levels stipulated in the appropriate Degree Programme Table. Candidates who have exited the University with a General or Ordinary degree due to failure to meet relevant requirements for an Honours degree are not eligible to apply for readmission on this basis.

61. In exceptional circumstances, notwithstanding any existing Resolutions to the contrary, the University may confer all existing Honours degrees with unclassified Honours if insufficient information is available to the relevant Board of Examiners to classify those degrees. Where a Board of Examiners has insufficient information to enable an unclassified Honours degree to be conferred on a candidate for Honours, a General or Ordinary degree may be awarded to that candidate where they are qualified for such a degree under the existing Regulations. Conferment of an unclassified Honours degree or General or Ordinary degree in these cases is an interim measure: final awards will be confirmed when sufficient information is available to the relevant Board of Examiners.

62. Senatus may authorise the conferment of posthumous degrees, diplomas and certificates if proposed by the College and approved by the Curriculum and Student Progression Committee. A posthumous award is conferred where the student has significantly completed the relevant year of study at the time of death.

63. In exceptional circumstances Senatus may authorise the conferment of aegrotat degrees, which are unclassified. Each such conferment requires a proposal from the College concerned to be approved by the Curriculum and Student Progression Committee. An aegrotat degree is conferred only where the student was nearly qualified to receive the degree and was unable to complete it due to circumstances beyond their control. Before any proposal is referred to Senatus, the College must check that the student is willing to receive the degree aegrotat.

B College of Arts, Humanities and Social Sciences Undergraduate Degree Regulations: Degree Specific Regulations

64. These degree programme requirements relate to undergraduate programmes in the College of Arts, Humanities and Social Sciences. They are additional to, and should be read in

conjunction with, the General Undergraduate Degree Regulations above, which apply to all undergraduate programmes, unless otherwise stated.

65. The College Fitness to Practise policy is available at: www.ed.ac.uk/arts-humanities-soc-sci/taught-students/student-conduct/fitness-to-practise

General and Ordinary Degrees

66. BA (Arts, Humanities and Social Sciences)

To qualify for the award of the degree of BA (Arts, Humanities and Social Sciences) students must have obtained 360 credit points from passes (or accreditation of prior learning) normally at the rate of 120 credit points per year.

The overall curriculum must include at least:

360 credit points, of which at least 240 credit points should be at SCQF level 8, 9 or 10, comprising:

- A minimum of 200 credit points from courses in Arts, Humanities and Social Sciences.
- 140 credit points in a major subject of study in Arts, Humanities and Social Sciences (which may be part of the 200 credit points listed in the point above) comprising related and consecutive courses in this subject over three years of which 60 credit points must be at SCQF level 9 or 10.

In addition, there must be at least two other subjects of study defined as 40 credits at SCQF levels 7-10.

Students have a free choice of the remaining credits at SCQF levels 7-10.

BA (Arts, Humanities and Social Sciences) in a designated discipline:

To qualify for the award of the BA (Arts, Humanities and Social Sciences) in a designated discipline students must have obtained 360 credit points (or accreditation of prior learning) normally at the rate of 120 credit points per year.

The overall curriculum must include at least:

360 credit points, of which at least 240 credit points should be at SCQF level 8, 9 or 10, comprising:

- A minimum of 200 credit points from courses in Arts, Humanities and Social Sciences.
- 160 credit points in a major subject of study in Arts, Humanities and Social Sciences (which may be part of the 200 credits listed in the point above) comprising related and consecutive courses in this subject over three years of which 80 credit points must be at SCQF level 9 or 10.

In addition there must be at least two other subjects of study defined as 40 credits at SCQF levels 7-10.

Students have a free choice of the remaining credits at SCQF levels 7-10.

Merit and Distinction

67. General and Ordinary degrees may be awarded with Merit or Distinction.

For Merit a student must achieve grade B or above at first attempt, in courses totalling 180 credit points, of which at least 40 credit points must be at level 9 or 10, and at least 80 of the remaining credit points must be at level 8 or higher.

For Distinction, a student must achieve grade A at first attempt, in courses totalling at least 160 credit points, of which at least 40 credit points must be at level 9 or 10, and at least 80 of the remaining credit points must be at level 8 or higher.

68. The LLB Ordinary, Graduate Entry degree may be awarded with Merit or Distinction.

For Merit a student must achieve grade B or above at first attempt, in courses totalling 120 credit points.

For Distinction, a student must achieve grade A at first attempt, in courses totalling at least 100 credit points.

69. Students of the MA Fine Art with Honours degree will be awarded a Distinction in either Art or History of Art if their performance in the subject is of first class standard but their overall degree result is lower than first class. Students are eligible for distinction in History of Art or Art Practice.

Distinction in Oral Language

70. Students of the MA with Honours which includes an Honours oral examination in any one of the following languages will be awarded a Distinction in Oral Language if their performance at the oral examination is of first-class standard: Arabic, Chinese, Danish, French, Gaelic, German, Italian, Japanese, Norwegian, Persian, Portuguese, Russian, Spanish and Swedish.

Degree of Bachelor of Medical Sciences and Bachelor of Science in Veterinary Science with Honours

71. The degree programme requirements of the Bachelor of Medical Sciences and Bachelor of Science in Veterinary Science are in the College Undergraduate Degree Regulations of the College of Medicine and Veterinary Medicine (Section C).

C College of Medicine and Veterinary Medicine Undergraduate Degree Regulations: Degree Specific Regulations

72. These degree programme requirements relate to undergraduate programmes in the College of Medicine and Veterinary Medicine. They are additional to, and should be read in conjunction with, the General Undergraduate Degree Regulations above, which apply to all undergraduate programmes, unless otherwise stated.

73. The College Fitness to Practise policy is available at www.ed.ac.uk/files/atoms/files/cmvm_ftp_regulations_2017.pdf

MBChB

Compliance

74. Students should refer to the Virtual Learning Environment for detailed curriculum and assessment information.

75. Students entering the first year of the MBChB programme are subject to a check, carried out by Disclosure Scotland, under the Protection of Vulnerable Groups legislation. Admission to the medical profession is exempted from the provisions of Section 4 (2) of the Rehabilitation of

Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendments) Order 1986. Students on the MBChB programme are therefore not entitled to withhold information about any conviction on the grounds that it is, for other purposes, spent under the Act. Subject to the provisions of the Rehabilitation of Offenders Act 1974, failure to disclose a conviction may result in the withdrawal of an offer of admission or exclusion from a programme of studies.

76. Students are subject to blood borne virus checks as they are admitted to the MBChB programme. Students declining testing or found to be infected by a blood borne virus will be allowed to continue on their degree programme leading to full Medical Registration, provided that they formally accept the requirement they will not be allowed to perform Exposure Prone Procedures (EPPs), and recognise that careers in some specialties may not be open to them if their infection persists.

Attendance and Participation

77. Students on the MBChB programme are required to attend all teaching throughout the year. Students should consult Course Handbooks on the Virtual Learning Environment for detailed attendance and timetable information.

78. Students in the final three years of study are required to undertake placements in hospitals across the South East of Scotland.

79. In exceptional circumstances students may be permitted to interrupt studies or repeat a year of study because of ill-health, service or sporting commitments, or an episode of academic failure. Only in highly exceptional circumstances will students be permitted more than two such years of interrupted progress, whether taken consecutively or at intervals throughout the programme. Exceptions are very unlikely to be considered in the case of prolonged or repeated academic failure. Students who wish to be considered for a further interruption or repeat year of study must apply to the Progression Review Committee. Approved study for an intercalated degree does not constitute interrupted progress.

Progression

80. MBChB students are only entitled to two assessment attempts for courses which are part of the MBChB programme. This regulation supersedes the resit assessment regulation within the Taught Assessment Regulations.

81. A student who fails the professional requirements (attendance, engagement, and conduct) of the programme may be required by the relevant Board of Examiners to undertake additional clinical attachments before being permitted to progress.

82. No student may proceed to the next year of study for the MBChB programme until they have passed all components of the previous year of the programme, unless the Board of Examiners or Progression Review Committee has exceptionally granted permission.

83. Students on the 6-year MBChB programme may omit Year 3 of the MBChB Programme if they enter with an approved BSc degree. In this situation students proceed directly from Year 2 to Year 4 of the 6-year MBChB Programme.

84. Students on the 6-year MBChB programme may be permitted to interrupt their studies during the honours year with medical evidence and proceed directly into Year 4 of the MBChB programme the following academic year with approval of the Progression Review Committee.

Awards

Passes with Distinction

85. MBChB Distinctions are awarded for outstanding performance over a whole year of the programme.

Honours at Graduation

86. The award of MBChB with Honours may be conferred upon students who have performed at an outstanding level in the Professional Examinations throughout the degree programme.

BVM&S

Compliance

87. Students should refer to the appropriate Course Books for detailed curriculum and assessment information. Students should refer to the Animal Husbandry and Clinical Extramural Studies (EMS) Handbooks for all detailed EMS information and arrangements.

88. Students are subject to health clearance as they are admitted to the BVM&S programmes. Failure to comply with this regulation may result in exclusion from a programme of studies.

Attendance and Participation

89. In exceptional circumstances students may be permitted to interrupt studies or repeat a year of study because of ill-health, service or sporting commitments, or an episode of academic failure. Only in highly exceptional circumstances will students be permitted more than two such years of interrupted progress, whether taken consecutively or at intervals throughout the programme. Exceptions are very unlikely to be considered in the case of prolonged or repeated academic failure. Approved study for an intercalated degree does not constitute interrupted progress.

Progression

90. Students are required to complete 12 weeks of animal husbandry extramural studies (EMS) and 26 weeks of clinical EMS. Students must submit satisfactory evidence of completion of a minimum of 12 weeks of approved animal husbandry extramural studies (EMS) by the submission deadlines provided by the School. Students who fail to satisfy the animal husbandry EMS requirement will be unable to progress into third year of the BVM&S programme and will be reported to the BVM&S Progression Committee. Students who have not completed 26 weeks of approved clinical EMS prior to the end of final year will be unable to graduate.

91. Clinical EMS can be started in the summer vacation between second and third year, provided all animal husbandry EMS has been signed off as complete in line with the arrangements and deadlines approved by the School, and provided the Clinical EMS Driving License has been completed.

92. Students who fail to submit required clinical EMS evidence by the deadline set by the School each year will not have that EMS added to their total and will be reported to the BVM&S Progression Committee. The deadline for each preceding year is 31st January, e.g. deadline for all EMS submissions for 2017 is 31st January 2018.

93. No student may proceed to the next year of study for the BVM&S programme until they have passed all components of the previous year of the programme, unless a concession is awarded by the Head of College. Students failing to complete all components will be reported to the BVM&S Progression Committee and exclusion from further attendance at courses and examinations may be recommended.

Awards

Passes with Distinction

94. Students who have attained a sufficiently high standard in any of the Professional Examinations will be recorded as having passed that examination 'with distinction'.

Distinction at Graduation

95. Students who have displayed special merit in the Professional Examinations over the whole degree programme will be awarded BVM&S with Distinction at the time of graduation. Awards are made based on calculations equally across all years and are weighted by course credit value.

Bachelor of Medical Sciences

Honours Degree

96. Every student admitted for the degree must also be a student for the degree of MBChB. A student in another University studying for a recognised primary medical undergraduate qualification may be admitted as a student for the degree of Bachelor of Medical Sciences with Honours, subject to the approval of the College of Medicine and Veterinary Medicine.

97. In addition, every student must pursue studies for at least one academic year in the University of Edinburgh in one of the Honours Degree Programmes available at www.ed.ac.uk/schools-departments/medicine-vet-medicine/undergraduate/medicine/mbchb/intercalated-honours

98. For students on the 5-year MBChB programme, the Bachelor of Medical Sciences degree is intercalated after Year 2. For students on the 6-year MBChB programme, the course marks gained in Year 3 determine their classification for the Bachelor of Medical Sciences degree. Students entering the 6-year MBChB programme in Year 4 who do not already hold an Honours degree may exceptionally be permitted to take the Bachelor of Medical Sciences degree after Year 4, subject to the approval of the College of Medicine and Veterinary Medicine. The BMedSci (Hons) will be awarded to students who have attained 480 credits and met the other requirements for Honours degrees outlined in Regulation 6 of the General Undergraduate Degree Regulations above. This may include credits awarded on aggregate.

99. Limitation on Courses Taken in Honours Years: Students in all Honours years may take Honours curriculum courses to a maximum value of 120 credit points, all of which count in the final Honours award and classification.

Ordinary Degree

100. The Ordinary degree of Bachelor of Medical Sciences may be offered as an exit award to students on the 5-year or 6-year MBChB programme who have attained 360 credits and met the other requirements for Ordinary degrees outlined in Regulation 6 of the General Undergraduate Degree Regulations. This may include credits awarded on aggregate.

101. The compliance, attendance and participation, and progression requirements for the degrees of MBChB apply.

BSc in Veterinary Science

Honours Degree

102. Every student admitted for the degree must also be a student for the degree of BVM&S, or have obtained the BVM&S degree not more than five years before the date of admission as a student for the Honours Degree. A student in another University studying for a recognised primary veterinary undergraduate qualification may be admitted as a student for the degree of BSc in Veterinary Science, subject to the approval of the College of Medicine & Veterinary Medicine.

103. Every student for the degree must normally attend in the University of Edinburgh during not less than two academic years the courses of instruction in the classes of the first two years of the curriculum for the BVM&S degree and pass the assessments prescribed for these courses.

104. In addition every student must pursue studies for at least one year in the University of Edinburgh in one of Honours Degree Programmes available at:

www.eevec.vet.ed.ac.uk/secure/page.asp?ID=in0000id

105. The year of study in the Honours Degree Programme may be intercalated not earlier than the end of the second year of study, provided that a student has successfully completed the appropriate assessments and satisfied such conditions as the Head of the School concerned may require, subject to the approval of the College of Medicine & Veterinary Medicine.

106. Students in all Honours years may take Honours curriculum courses to a maximum value of 120 credit points, all of which count in the final Honours award and classification.

Ordinary Degree

107. No student shall be admitted as a student for the degree, except on transfer from candidature for the degrees of BVM&S 5 year programme or BVM&S 4 year Graduate Entry Programme. Students on the 5 year programme are eligible to be considered for the ordinary degree if they have successfully completed 240 credits from the First and Second Professional Examinations and, have shown sufficient attainment in the Third Year BVM&S assessments. Students on the graduate entry programme are awarded 120 credits of recognised prior learning. The Ordinary Degree of BSc (Veterinary Science) may not be conferred on any student who already holds, or is eligible to receive, the Degree of BSc in Veterinary Science with Honours.

BSc in Oral Health Sciences

Compliance

108. Students should refer to the Programme Handbook and appropriate Course Handbooks for detailed curriculum and assessment information

109. Students entering the Oral Health Sciences programme are subject to a check, carried out by Disclosure Scotland, under the Protection of Vulnerable Groups legislation. Admission to the profession is excepted from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) (Amendments) Order 1986. Students on the BSc in Oral Health Sciences programme are therefore not entitled to withhold information about a previous conviction on the grounds that it is, for other purposes, spent under the Act. Subject to the provisions of the Rehabilitation of Offenders Act 1974, failure to disclose a

relevant conviction may result in the withdrawal of an offer of admission or exclusion from a programme of studies.

110. Students are subject to a Hepatitis B, Hepatitis C and HIV status check prior to entering the BSc in Oral Health Sciences. Failure to comply with this regulation or a positive result will lead to admission being refused or to exclusion from studies.

Attendance and Participation

111. Except in exceptional circumstances, the maximum period of enrolment on the BSc in Oral Health Sciences may not exceed five years, including any period of leave of absence.

Progression

112. BSc in Oral Health Sciences students are only entitled to two assessment attempts for courses which are part of the Oral Health Sciences programme. This regulation supersedes the resit assessment regulation within the Taught Assessment Regulations.

113. A student whose progress in any year is unsatisfactory may be required to undertake a period of remedial study before being permitted to resit.

114. No student may proceed to the next year of study for the BSc programme in Oral Health Sciences until they have passed all components of the previous year of the programme.

Bachelor of Science

Honours Degree

115. Limitation on Courses Taken in Honours Years: Students in all Honours years may take Honours curriculum courses to a maximum value of 120 credit points, all of which count in the final Honours assessment. Students may attend additional Honours courses on a class-only basis (i.e. not for credit), with the agreement of the Programme Organiser and the approval of the Personal Tutor.

Where a student takes level 9 courses in year 2, such courses should be regarded as part of the non-Honours curriculum and, if failed, may be repeated as a resit in Junior Honours. These courses will not be included in the degree classification.

Students intending to graduate with an Ordinary degree may resit a failed level 9 course for the purposes of gaining the required number of credits, as specified in the Undergraduate Assessment Regulations.

Students in Junior Honours are permitted also to take up to 40 credit points of level 7/8 courses, which do not count towards the Honours assessment, as specified in the Undergraduate Assessment Regulations.

Students in Junior Honours must take 60 credit points of level 9/10 courses in semester 1 and 60 credit points of level 9/10 courses in semester 2.

Bachelor of Science General Degree

116. To qualify for the award of the degree of BSc (General) students must have obtained 360 credit points from passes (or recognition of prior learning), normally at the rate of 120 credit points per year: 240 credit points in courses listed in Medicine and Veterinary Medicine Schedule T, Science and Engineering Schedules K-Q and from subject areas Language Sciences and

Psychology in Schedule I; 200 credit points at Scottish Credit and Qualifications Framework (SCQF, www.scqf.org.uk/) level 8, 9 or 10; 80 credit points at SCQF level 8, 9, 10 in courses listed in Medicine and Veterinary Medicine Schedule T, Science and Engineering Schedules K-Q and from subject areas Language Sciences and Psychology in Schedule I; 60 credit points at SCQF level 9 or 10.

Bachelor of Science Ordinary Degree

117. To qualify for the award of the degree of BSc Ordinary Degree in a Designated Discipline students must have obtained 360 credit points from passes (or recognition of prior learning, acceptable under General Undergraduate Regulations). The overall curriculum (including any concessions) must have met the requirement for entry to Senior Honours in that Discipline as indicated in years 3 and 4 of the Honours Degree Programme Table, subject to further restrictions and recommendations that may appear in the appropriate School Programme Guide (excluding the requirement for the Honours courses to have been passed at the first sitting, and excluding any elevated hurdles or prerequisites for Honours).

118. The BSc Ordinary Degree is awarded in designated disciplines corresponding to every BSc Honours degree and with the same titles, with the exception that the titles of the following Ordinary degrees in the designated disciplines are changed as indicated:

a. subject specialisations for the BSc Biomedical Sciences, where the Designated Discipline will be Biomedical Sciences, i.e. without the subject specialisation

D College of Science and Engineering Undergraduate Degree Regulations: Degree Specific Regulations

119. These degree programme requirements relate to undergraduate programmes in the College of Science and Engineering. They are additional to, and should be read in conjunction with, the General Undergraduate Degree Regulations above, which apply to all undergraduate programmes, unless otherwise stated.

Qualifications

Bachelor of Science Ordinary Degree in a Designated Discipline or Combined Disciplines

120. To qualify for the award of the BSc Ordinary Degree in a Designated Discipline or Combined Disciplines students must have obtained 360 credit points (or recognition of prior learning, acceptable under General Undergraduate Regulations). The overall curriculum (including any concessions) must include at least:

- 360 credit points, of which at least 60 credit points should be at SCQF 9 or above.
- 180 credit points in the subject area or in a cognate discipline of the designated degree.

121. The BSc Ordinary Degree is awarded in designated disciplines corresponding to every BSc, BEng, MA, or Integrated Masters Honours degree offered by the College of Science and Engineering, with the same titles, with the exception that the titles of the following Ordinary degrees in the designated disciplines are changed as indicated:

- subject specialisations for the BSc Biological Sciences, where the Designated Discipline will be Biological Sciences, i.e. without the subject specialisation;
- subject specialisations within the School of Chemistry, where the Designated Discipline will be either Chemical Sciences or Chemical Sciences with Industrial Experience. The latter

may be awarded to students who successfully complete the industrial experience component of the corresponding MChem programme;

- subject specialisations within the discipline of Ecological Science, where the Designated Discipline will be Ecological Science, i.e. without the subject specialisation.

122. In the case of Combined Degree programmes, the Examiners will recommend the award of the BSc Ordinary Degree in single (as above) or combined disciplines in order to best reflect the achievements of the individual student.

Degree of Bachelor of Medical Sciences

123. The Degree Programme Requirements of the Bachelor of Medical Sciences and Bachelor of Science (Veterinary Sciences) are in the College Undergraduate Regulations of the College of Medicine and Veterinary Medicine.

Professional requirements: School of Engineering

124. An Honours student who is eligible for progression or for the award of an Honours degree by the University regulations but who fails an Honours course, for which a pass is required for reasons associated with breadth of professional knowledge and/or the stipulation(s) of one or more of the Professional Accreditation bodies, will be required to “resit for professional purposes” the examination and/or resubmit the course work at the next available opportunity. However, the first (fail) mark will be recorded for the Honours degree classification.

125. Should the resit or resubmission still fail to achieve a pass, the student will not be eligible to progress or graduate with Honours. In such cases, the student will be required to interrupt for a year and take a further “resit for professional purposes”. A final year student requiring “resit(s) for professional purposes” will be ineligible for the degree of Bachelor of Engineering with Honours / Master of Engineering with Honours until such time as the necessary passes at “resit for professional purposes” are achieved, but may be eligible for the award of the degree of Bachelor of Science (Ordinary) in a Designated Discipline. The maximum number of attempts will be the same as the number normally allowed by undergraduate assessment regulations.

126. It will be for each Discipline within the School of Engineering to identify “courses for which a pass is required...”. This may be done on the basis of individual courses, and/or on the basis of an aggregate. The requirements for each Discipline will be stated in the Degree Programme Handbook.

2. These Regulations, including Assessment Regulations (2019/2020), shall apply to degrees as set out in appendix 1 of this Resolution.

3. This Resolution shall supersede those parts of all previous Resolutions and Ordinances dealing with undergraduate regulations and assessment regulations for degrees set out in appendix 1 and specifically revokes Resolution No. 10/2018.

4. This Resolution shall come into force with effect from the commencement of the 2019/2020 academic year on 1 August 2019.

For and on behalf of the University Court

SARAH SMITH

University Secretary

Appendix 1 to Resolution No. 14/2019

Degrees covered by these Regulations

College of Arts, Humanities and Social Sciences

Degrees of Master of Arts with Honours
Bachelor of Arts in Arts, Humanities and Social Sciences
Bachelor of Music
Bachelor of Music with Honours
Bachelor of Music Technology
Bachelor of Music Technology Honours
Bachelor of Arts (Health Studies)
Bachelor of Arts (Health Studies) with Honours
Bachelor of Nursing with Honours
Bachelor of Science (Social Work) with Honours
Bachelor of Arts
Bachelor of Arts with Honours
Bachelor of Architecture
Bachelor of Architecture with Honours
Master of Arts (Architecture) with Honours
Master of Arts (Architecture in Creative and Cultural Environments) with Honours
Bachelor of Divinity
Bachelor of Divinity with Honours
Master of Divinity with Honours
Bachelor of Arts (Divinity)
Master of Arts (Divinity) with Honours
Bachelor of Arts Religious Studies
Master of Arts Religious Studies with Honours
Bachelor of Arts (Community Education)
Bachelor of Arts (Community Education) with Honours
Bachelor of Arts (Education Studies)
Bachelor of Arts (Childhood Practice)
Bachelor of Education (Design and Technology) with Honours
Bachelor of Education (Physical Education) with Honours
Bachelor of Education (Primary Education) with Honours
Bachelor of Science (Applied Sport Science)
Bachelor of Science (Applied Sport Science) with Honours
Bachelor of Science (Environmental Archaeology) with Honours
Bachelor of Science (Sport and Recreation Management)
Bachelor of Science (Sport and Recreation Management) with Honours
Bachelor of Science (Psychology) with Honours
Bachelor of Laws
Bachelor of Laws with Honours
Bachelor of Medical Sciences with Honours
Bachelor of Arts: Arts, Humanities and Social Sciences in a designated discipline.
Bachelor of Veterinary Sciences with Honours

College of Science and Engineering

Bachelor of Science: Ordinary degree in a designated discipline and Honours degree
Bachelor of Engineering with Honours
Degrees of Master of Arts with Honours
Master of Chemistry with Honours
Master of Chemical Physics with Honours
Master of Earth Science with Honours
Master of Engineering with Honours
Master of Mathematics with Honours
Master of Physics with Honours
Master of Informatics with Honours
Master of Earth Physics with Honours

College of Medicine and Veterinary Medicine

Bachelor of Medicine and Bachelor of Surgery
Bachelor of Medicine and Bachelor of Surgery with Honours
Bachelor of Veterinary Medicine and Surgery
Bachelor of Science with Honours
Bachelor of Science (Medical Sciences)
Bachelor of Science (Medical Sciences) with Honours
Bachelor of Science (Biomedical Sciences)
Bachelor of Science (Biomedical Sciences) with Honours
Bachelor of Science (Oral Health Sciences)
Bachelor of Science (Oral Health Sciences) with Honours
Bachelor of Science (Veterinary Science)
Bachelor of Science (Veterinary Science) with Honours
Bachelor of Medical Sciences
Bachelor of Medical Sciences with Honours

UNIVERSITY OF EDINBURGH

Draft Resolution of the University Court No. 15/2019

Postgraduate Degree Programme Regulations

At Edinburgh, the Seventeenth day of June, Two thousand and nineteen.

WHEREAS the University Court deems it desirable to produce one comprehensive set of Postgraduate Degree Regulations, including Assessment Regulations (2019/2020);

AND WHEREAS the University Court considers it expedient to promulgate this Resolution to set out these Regulations in full to give effect to the essential elements contained within these Regulations including Assessment Regulations (2019/2020):

THEREFORE the University Court, on the recommendation of the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act 1966, with special reference to paragraphs 2 and 8 of Part II of Schedule 2 to that Act, hereby resolves:

1. The Postgraduate Degree Regulations are hereby set out:

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Introduction

Compliance

1. The degree programme regulations define the types of award, their key characteristics, and their grounds for award. These regulations apply to all categories of postgraduate study at the University of Edinburgh, except for those qualified by a Senatus approved Memorandum of Agreement or Understanding for joint or collaborative awards. Students must comply with any requirements specific to their degree programme as set out in the Degree Programme Tables, the relevant College Regulations and the University's Assessment Regulations for the current academic session:

www.ed.ac.uk/academic-services/policies-regulations/regulations/assessment

2. Every student must comply with the detailed requirements of the curriculum for the degree as set out in the appropriate Degree Programme Table, the programme handbook, the course handbook, the order in which courses are attended and the assessment for the programme, which are published in the University Degree Regulations and Programmes of Study. In exceptional cases, the Head of College may approve a concession allowing a student to substitute a course marked as compulsory in the relevant Degree Programme Table with another course (or courses) with the same credit volume and SCQF level.

3. When selecting courses, students must comply with the pre-requisite, co-requisite and prohibited combination requirements for the Degree Programme, unless a concession is approved by the relevant College.

Authority Delegated to Colleges

4. Where the Head of College has the authority to grant permissions and concessions, this authority may be delegated to appropriate nominees in the College or Schools. Students must consult their Personal Tutor, Student Support Team, Supervisor or School as to the appropriate point of contact, and must not approach the College directly. Where the College does not have authority to award a particular concession then the Curriculum and Student Progression Committee may award the concession.

Code of Practice

5. The degree regulations are supported by the Code of Practice for Supervisors and Research Students:

www.ed.ac.uk/files/atoms/files/copsupervisorsresearchstudents.pdf

The Code of Practice, although not regulatory, provides essential information for staff and students.

Fitness to Practise

6. Where a student's degree programme is subject to Fitness to Practise requirements, the relevant College Committee must be satisfied at all times that in respect of health, conduct and any other matters which the Committee may reasonably deem relevant, whether such matters relate to the student's University programme or are unrelated to it, the student will not constitute a risk to the public, vulnerable children or adults or to patients and is a suitable person to become a registered member of the relevant professional body. Students are subject to the Fitness to

Practise regulations both while actively studying and while on an interruption of study. Any student who fails to satisfy the relevant College Committee, irrespective of their performance in assessment, will be reported to the Head of College who has power to recommend exclusion from further studies and assessments or Professional Examinations, or to recommend the award of the degree be withheld, or other penalty set out in College procedures. An appeal against this decision may be submitted to the University's Student Fitness to Practise Appeal Committee. See the Student Appeal Regulations at: www.ed.ac.uk/files/atoms/files/studentappealregulations.pdf

Disclosure of Criminal Offences

7. The University considers that certain types of criminal offences may constitute a breach of the Code of Student Conduct and/or a degree programme's Fitness to Practise requirements. Accordingly, students must inform the relevant Student Support Team or Graduate School (as applicable) if they have:

- a relevant pending charge or relevant unspent criminal conviction on matriculating at the University (students must provide this information no later than one week after matriculation); or
- been charged or convicted of a relevant criminal offence since matriculating at the University (students must provide this information no later than one week after the date of the charge or conviction).

Information about offences considered relevant and which should therefore be reported under this regulation is provided on the University website, and may be updated on occasion: [URL to be added].

Where a student discloses a relevant charge or conviction, the Student Support Team or Graduate School (as applicable) will refer the case to the Deputy Secretary, Student Experience (or delegated authority), who will decide whether to:

- take no further action; or
- refer the matter for investigation under the Code of Student Conduct; or
- (where a student's degree programme is subject to Fitness to Practise requirements) refer the matter for consideration under the relevant College's Fitness to Practice procedures.

Alternatively, action may be taken under both the Code of Student Conduct and relevant Fitness to Practise procedures, where the Deputy Secretary (or delegated authority) and the relevant College consider this appropriate.

Postgraduate Awards and Degree Programmes

8. The University awards the following types of postgraduate degrees, diplomas and certificates. The University's postgraduate awards and degree programmes are consistent with the Scottish Credit and Qualifications Framework (SCQF: <http://scqf.org.uk/>) unless an exemption has been approved by the Curriculum and Student Progression Committee, or the award is not included in the SCQF. The SCQF credit levels required for each programme are specified within the appropriate Degree Programme Table.

General Postgraduate Certificate Postgraduate Certificate in a named subject discipline	At least 60 credits of which a minimum of 40 should be at SCQF Level 11 or above
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General Postgraduate Diploma Postgraduate Diploma in a named subject discipline	At least 120 credits of which a minimum of 90 should be at SCQF Level 11 or above
Masters in a named subject discipline Master of a named discipline	At least 180 credits of which a minimum of 150 are at SCQF Level 11
Masters in a named subject discipline Master of a named discipline	At least 240 credits of which a minimum of 150 are at SCQF Level 11
MSc by research	At least 180 credits of which a minimum of 150 are at level 11. The research element will be worth a minimum of 120 credits of which a minimum of 60 must be attributable to the research project (for example, a portfolio of artefacts, artworks and other practice-based outputs) or dissertation.
MPhil	At least 240 credits of which a minimum of 150 are at SCQF Level 11
ChM	At least 120 credits at SCQF Level 12.
Doctorate	At least 540 credits of which a minimum of 420 are at SCQF Level 12
EngD	720 credits of which at least 540 are at SCQF Level 12. Of the remaining 180 credits 150 should be at SCQF Level 11 or above
PhD with Integrated Study	720 credits of which at least 540 are at SCQF Level 12. Of the remaining 180 credits 150 should be at SCQF Level 11 or above
MD, DDS, DVM&S* Doctor of a named discipline	*Note: these awards are not included in the SCQF therefore a credit value has not been included here

A General Postgraduate Degree Regulations

Late Admission

9. No student will be admitted to a postgraduate degree, diploma or certificate programme or a course that is part of their programme more than two weeks after their given start date without the permission of the College. Students are not permitted to withdraw from a course marked as optional on the Degree Programme Table more than six weeks after the start of the relevant semester in order to substitute the course with another optional course, unless the relevant Board of Examiners has awarded a null sit for the course under the Special Circumstances procedure.

Part-time Study

10. Some postgraduate degree programmes may be pursued by part-time study on either a continuous or intermittent basis. Requirements for progression through individual programmes of

study are shown in the relevant Degree Programme Table for taught postgraduate programmes and/or programme handbook for postgraduate taught and research programmes. Conditions for part-time study will be set out in the programme handbook.

Registration for University Staff

11. Members of the University staff may only be registered for part-time study. Exceptions may be approved by the College.

Conflicting Studies

12. Students registered on a programme of study at this University may not undertake any other concurrent credit bearing studies in this (or in any other) institution, unless the College has granted permission. The College must be satisfied that any additional credit-bearing studies will not restrict the student's ability to complete their existing programme of study.

Applicants Awaiting Results

13. Applicants for postgraduate study may be studying at this or another institution just prior to the start of their postgraduate studies. Such applicants must have finished these studies before the start of the programme to which they have an offer.

14. If successful completion of this prior study is a requirement of admission, applicants are expected to provide evidence of achievement before the start of the programme.

Consecutive Registration

15. At the time of application, MSc by Research applicants may be invited to be registered for consecutive MSc by Research, followed by PhD study within the same School. This option may not be available in all Schools. Depending on the outcome of assessment the student will be invited to follow one of three routes:

- a. Start First Year of Doctoral Programme. If successful in the MSc by Research programme, the student graduates and also registers in the next academic session on the first year of the doctoral programme; or
- b. Start Second year of Doctoral Programme. Prior to the completion of the masters research project or dissertation, the School is content that the quality of the student's work merits treating the masters year as the first year of doctoral study. No research project or dissertation is submitted, no masters degree is awarded, and the student registers in the next academic session on the second year of the doctoral programme; or
- c. Graduate with MSc by Research Degree and Exit. If successful in the MSc by Research programme, the student graduates and permanently withdraws.

Recognition of Prior Learning (RPL)

16. RPL can only be recognised at the point of admission to the University. The Head of College has the authority to recognise the transfer of a student's credit previously gained either at the University or another institution and to count it towards their intended award. Before approval is granted the College must be satisfied that the learning to be recognised and transferred provides an adequate current basis for the programme or courses as set out in the appropriate Degree Programme Table. The maximum number of credits that the Colleges will grant RPL for taught programmes is one-third of the total credits for the award for which the student is applying, that is 20 credits for a postgraduate certificate; 40 credits for a postgraduate diploma; and 60 credits for a

masters. For research programmes, the maximum number of credits that the Colleges will grant RPL is 360 credits.

17. University of Edinburgh courses which have a substantial curriculum overlap with any of the courses that contributed to RPL will not count towards the student's degree programme.

18. The University can also consider prior learning for admissions purposes. [University RPL policy for admissions](#).

Permissible Credit Loads

19. Exceptionally, with College approval, students may take up to 20 credits of additional study at [Scottish Credit and Qualifications Framework](#) (SCQF) levels 7-11 during each year of study.

20. Students may attend courses on a class-only basis (i.e. not for credit), with the approval of the Programme Director and, where relevant, the supervisor or Personal Tutor. Decisions will be based on the overall load (credit and non-credit bearing) on the student in the year. The additional credits must not be more than one-third of the scheduled number of credits for the year.

Credit Award

21. A student who has submitted work for one course or programme at the University must not submit the same work to attempt to achieve academic credit through another course or programme.

22. A student cannot, except under recognition of prior learning or application for associated postgraduate diploma or masters, or a formally approved collaborative programme of study, achieve an award comprising academic credit that contributed (or will contribute) to another award.

Transfer to Another Programme

23. A student may be allowed to transfer to a different degree programme from another within the University by permission of the receiving College. When such permission is granted, the student shall, in addition to satisfying the requirements for the degree to which transfer is made, pursue such further courses of study as the College may require.

Attendance and Participation

24. Students must attend and participate as required in all aspects of their programme of study. This includes being available for teaching sessions, assessment, examination and meeting, Personal Tutors, Programme Directors or supervisors face-to-face and/or electronically. The Degree Programme Table and programme handbook sets out programme requirements for attendance and participation. Certain students' visa conditions may require the University to monitor attendance and participation in specific ways.

25. It is a student's responsibility to provide a current postal contact address and to ensure that any legal requirements, including those imposed by their funding or grant authority, are met. All students are required to check their University email account frequently for communications from the University and respond where appropriate. See the University policy on Contacting Students by Email:

www.ed.ac.uk/files/atoms/files/contacting_students_by_email.pdf

Study Period

26. A student must complete the requirements of the degree programme within the prescribed period of study, plus any permitted submission period, unless given a concession with the approval of the College.

The Prescribed Period of Study

27. The University defines the prescribed period of study for each authorised programme. These are as stated in the study period table, unless the Curriculum and Student Progression Committee (CSPC) has approved a different prescribed period of study for the programme. The prescribed period of study for each programme is recorded in the offer of admission. See the Study Period Table:

www.ed.ac.uk/files/atoms/files/studyperiodtable.pdf

Reductions to the Prescribed Period of Study

28. The College may reduce the prescribed period of study as indicated below:

- Postgraduate Certificate:
 - for **part-time continuous** students by up to 4 months.
 - for **part-time intermittent** by up to 8 months.
- Postgraduate Diploma:
 - for **part-time continuous** students by up to 8 months.
 - for **part-time intermittent** students by up to 16 months.
- Postgraduate Masters:
 - for **part-time continuous** students by up to 12 months.
 - for **part-time intermittent** students by up to 24 months.
- MPhil:
 - Members of the University staff and students holding a MPhil research appointment under the auspices of the University may be registered for a minimum period of 24 months part-time.
 - Members of staff of Associated Institutions who can devote the whole of their period of study to research and who have regular and adequate involvement in the work of the University School may also be registered for a minimum period of 24 months part-time.
 - For full-time students the College may reduce the prescribed period by up to two months. The College may reduce the prescribed period by up to 24 months for part-time students. Reductions to the prescribed period are not available to those members of staff who are registered for the minimum period of 24 months.
- Doctorate:
 - Members of the University staff and students holding a PhD research appointment under the auspices of the University may be registered for a minimum period of 36 months part-time.
 - Members of staff of Associated Institutions who can devote the whole of their period of study to research and who have regular and adequate involvement in the work of the University School may also be registered for a minimum period of 36 months part-time.
 - For full-time students the College may reduce the prescribed period by up to three months. The College may reduce the prescribed period by up to 36 months for part-time PhD students. Reductions to the prescribed period are not available to those members of staff who are registered for the minimum period of 36 months.

Submission Period

29. The submission period for doctoral and MPhil degrees begins three months prior to the end of the prescribed period of study. In addition, some research degree programmes permit students to have a submission period following the prescribed period of study. This is for a maximum of a year, for either full-time or part-time students. The MSc by Research does not have a submission period.

Leave of Absence

30. Leave of absence is required for compulsory and optional activities related to the programme of study that are not undertaken on campus in Edinburgh. Students must have the formal approval of the College for any leave of absence to study away from Edinburgh that is 30 calendar days' duration or longer. Study location changes of less than 30 calendar days must be agreed with the Supervisor or Personal Tutor. Where the activity is a compulsory part of the programme of study and is organised by the School or College, permission may be given by the College for a cohort of students without individual applications being made. Colleges and Schools must maintain records of all leaves of absence. This regulation does not apply to students on a recognised distance learning programme.

Withdrawal and Exclusion

31. Any student may withdraw permanently from their programme of study at any point in the year. Students may be excluded for reasons outlined within the procedure for Withdrawal and Exclusion from Studies:

www.ed.ac.uk/files/atoms/files/withdrawal_exclusion_from_study.pdf

Collaborative Degrees

32. The University of Edinburgh and one or more partner universities can collaboratively offer an approved degree programme. This can be awarded jointly or dually. The University maintains a record of approved collaborative degrees.

Authorised Interruptions of Study

33. A student may apply for an Authorised Interruption of Study, and it may be authorised by the College if there is a good reason for approving the interruption. Students may be required to provide evidence to support their applications. Interruptions of study will not be applied retrospectively. Any one period of authorised interruption of study will not exceed one year, unless authorised by the College. The total period of Authorised Interruption of Study is the same for full-time and part-time students and will not exceed 100% of the prescribed period of full-time study.

<https://www.edweb.ed.ac.uk/files/atoms/files/authorisedinterruption.pdf>

Extensions of Study

34. In exceptional circumstances, a student may apply through the supervisor or School postgraduate director to the College for an extension and it may be authorised by the College if there is good reason. Colleges may authorise individual extensions of up to 12 months. The total maximum period of permitted extensions is 24 months.

Maximum Degree Completion Periods

35. The maximum periods for completion of research degree programmes are the total of the prescribed period of study, any submission period, any interruptions of study, any extensions of

study, and any other concessions. The maximum period includes any concessions. The Study Period Table sets out maximum degree completion periods. See the Study Period Table: www.ed.ac.uk/files/atoms/files/studyperiodtable.pdf

Additional Regulations for Doctoral and MPhil Research Degrees

Supervision

36. Each student will work under the guidance of at least two supervisors appointed by the College. Supervision continues until the final version of the thesis is submitted. There are two types of supervisory arrangement: Principal Supervisor plus Assistant Supervisor (or supervisors if more than one); or Co-Supervisors, one of whom is designated the Lead Supervisor. The former option is the usual arrangement, but the latter option may be chosen when it is clear that the student's work involves interdisciplinary research.

37. Schools are responsible for ensuring that all supervisors who are members of University staff (including honorary staff), and staff at Associated Institutions, have attended a supervisor briefing at the University (e.g. one delivered by the relevant College or School) within the last five years. Schools are also responsible for ensuring that supervisors who are not University staff, honorary University staff, or staff at Associate Institutions, for example staff at other higher education institutions, have either attended a supervisor briefing at the University within the last five years, or undertaken an equivalent training / briefing elsewhere within the same timescale.

38. The Principal/Lead Supervisor must be appointed prior to registration, and the other supervisor should be appointed within two months of the programme start date. Schools are responsible for recording supervisors on the student record.

39. The Principal/Lead Supervisor is responsible to the School's Postgraduate Director for the duties set out in the Code of Practice for Supervisors and Research Students, and must be:

- a) a salaried member of the academic staff of the University; or
- b) a non-academic member of staff employed by the University who has appropriate expertise in research; or
- c) an honorary member of staff; or
- d) (when the student is studying full time in an Associated Institution) an employee of an Associated Institution.

40. Where the Principal/Lead Supervisor is an employee of an Associated Institution, the Assistant Supervisor(s) must be a University employee. A Principal/Lead Supervisor who is an employee of an Associated Institution has exactly the same responsibilities as one working within the University.

41. Students, including those on leave of absence, must maintain frequent contact with their supervisor as and when required and at least twice in each three month period.

Changes to supervision

42. In order to ensure that postgraduate research students are provided with appropriate supervision for the duration of their programme, it may be necessary on occasion to make changes to supervisory arrangements. The College is responsible for decisions on changes to supervisory arrangements and for notifying students of any changes to their supervisory arrangements at the earliest opportunity. The College reserves the right to:

- make variations to supervisory arrangements; and / or
- alter the approach to methods of delivery of supervision.

If the Principal/Lead Supervisor is absent for more than six consecutive weeks, the College will ensure alternative arrangements are in place.

Termination of supervision

43. In the event that the College considers that it is necessary to make changes to supervisory arrangements, and the College has not been able to provide alternate supervision despite having undertaken all reasonable endeavours, the College may request that the Senate Curriculum and Student Progression Committee consider terminating supervision of the student. Where the Senate Curriculum and Student Progression Committee is satisfied that it is necessary for the College to make changes to supervisory arrangements, and that no alternate supervision can be provided to the student, supervision of the student will be terminated, and the student required to withdraw from the University.

Transfers from Another Institution

44. The research studies of students who apply to transfer from another institution in order to study for a doctoral or MPhil degree of the University of Edinburgh may be counted towards the prescribed period of study for the degree. In such cases the prescribed period of study at the University of Edinburgh must be at least 12 months.

Request for Reinstatement

45. A student who has been excluded for lapse of time may ask the College to reinstate their registration at a later date to permit examination of a completed thesis. The College will decide whether or not a student should be reinstated, and factors such as the passage of time and its implications for the topic of study will be taken into account. The student must provide good reason for the previous failure to complete. If, exceptionally, reinstatement is approved, the student's thesis will be examined in accordance with the Postgraduate Assessment Regulations for Research Degrees, subject to payment of a reinstatement and examination fee.

Vacation Leave for Research Students

46. Research Students are entitled to up to six weeks' vacation leave in a year without applying for an interruption of study. Students must seek approval for vacation leave from their supervisor and the School Postgraduate Office. Visa restrictions may also apply in the case of International students.

Grounds for the Award of Doctoral and MPhil Research Degrees

Demonstration by Thesis and Oral Exam for the Award of PhD

47. The student must demonstrate by the presentation of a thesis and/or portfolio, and by performance at an oral examination:

- capability of pursuing original research making a significant contribution to knowledge or understanding in the field of study;
- adequate knowledge of the field of study and relevant literature;

- exercise of critical judgement with regard to both the student's work and that of other scholars in the same general field, relating particular research projects to the general body of knowledge in the field; and
- the ability to present the results of the research in a critical and scholarly way.

The thesis must:

- represent a coherent body of work; and
- contain a significant amount of material worthy of publication or public presentation.

PhD Thesis Length - Word Count

48. The thesis must not exceed a maximum word count of 100,000. There is no minimum word count. The word count of the thesis includes the main text, preface material, footnotes and references but does not include material in the appendices, bibliography, abstract or lay summary. In exceptional circumstances, on the recommendation of the supervisor, permission may be granted by the College to exceed the stated length on the ground that such extension is required for adequate treatment of the thesis topic.

Additional Thesis Considerations

49. Taught professional doctorates will have additional entrance, curriculum and examination requirements. Information is provided in relevant Degree Programme Tables and programme handbooks. Students will be required to successfully complete the taught component, submit the thesis and/or portfolio and fulfil any placement requirements.

MPhil by Research

50. The student must demonstrate by the presentation of a thesis and/or portfolio and by performance at an oral examination:

- capability of pursuing original research making a contribution to knowledge or understanding in the field of study;
- adequate knowledge of the field of study and relevant literature;
- exercise of critical judgement with regard to both the student's work and that of other scholars in the same general field, relating particular research projects to the general body of knowledge in the field; and
- the ability to present the results of the research in a critical and scholarly way.

The thesis must:

- represent a coherent body of work, and
- contain material worthy of publication or public presentation.

51. The thesis must not exceed a maximum of 60,000 words. There is no minimum word count. The word count of the thesis includes the main text, preface material, footnotes and references but does not include material in the appendices, bibliography, abstract or lay summary. In exceptional circumstances, on the recommendation of the supervisor, permission may be granted by the College to exceed the stated length on the ground that such extension is required for adequate treatment of the thesis topic.

PhD (by Research Publications)

52. Applicants must be either graduates of the University of Edinburgh of at least five years' standing; or members of staff of the University of Edinburgh or of an Associated Institution of not

less than three years' standing. Permission to register will not be granted to applicants who are in a position to submit a PhD thesis for examination or who already possess a doctoral degree. Applicants must have been active postgraduate researchers in their field of expertise for a minimum of five years, and they must not submit material published more than ten years prior to the date of registration for the degree.

53. Applicants must apply to the relevant College for approval of their candidature. Applicants are required to submit a list of their published or creative work, together with a statement (including the theme and summary of the work) and their CV. If the College approves registration, it will appoint an adviser to assist the applicant with the format of their submission and to guide them on the selection, coherence and quality of the portfolio of research work, the abstract and critical review.

54. In order to qualify for the award of PhD (by Research Publications) the applicant must demonstrate by the presentation of a portfolio of published or publicly exhibited creative works and by performance at an oral examination:

- capability of pursuing original research making a significant contribution to knowledge or understanding in the field of study;
- adequate knowledge of the field of study and relevant literature;
- exercise of critical judgement with regard to both the student's work and that of other scholars in the same general field, relating particular research projects to the general body of knowledge in the field; and
- the ability to present the results of the research in a critical and scholarly way.

The portfolio submitted for the PhD by Research Publications must present a coherent and substantial body of work, which would have taken the equivalent of three years of full-time study to complete.

55. Students must submit their portfolio within 12 months of registration for the degree. The submission for assessment will include: the portfolio of published work or publicly exhibited creative work; an abstract; and a critical review of all their submitted work. The portfolio must consist of either one or two books or creative works, or at least six refereed journal articles or research papers, which are already in the public domain. The total submission, including the critical review should not exceed 100,000 words.

- The critical review must summarise the aims, objectives, methodology, results and conclusions covered by the work submitted in the portfolio. It must also critically assess how the work contributes significantly to the expansion of knowledge, indicate how the publications form a coherent body of work and what contribution the student has made to this work. The critical review must be at least 10,000 words, but not more than 25,000 words in length. Where the portfolio consists of creative works, the critical review should be close to, but not exceed, the maximum word length.
- Students must either be the sole author of the portfolio or must be able to demonstrate in the critical review of the submitted work that they have made a major contribution to all of the work that has been produced by more than one author.

Additional Regulations for Postgraduate Taught Degrees and MSc by Research, Postgraduate Diplomas and Postgraduate Certificates

Programme-Specific Regulations

56. These regulations may be supplemented by certain programme-specific regulations for degrees offered in collaboration with other institutions.

Period of Study

57. The prescribed period of study is defined in the Degree Programme Table. This period may not be reduced, and may be extended only in exceptional circumstances.

Assessment

58. Students must comply with any assessment requirements specific to their degree programme and the University's taught or research (as appropriate) assessment regulations for the current academic session:

www.ed.ac.uk/schools-departments/academic-services/staff/assessment/assessment-regulations

MSc by Research Degrees only

59. In addition to any requirements as detailed in the relevant Degree Programme Table, the student must have demonstrated by the presentation of a research project or dissertation that they are capable of pursuing research, or a critical survey of knowledge in the field of study, or both combined with a satisfactory plan for a more advanced research project. The research must demonstrate competence, knowledge and be presented in a critical and scholarly way. The assessed work, including the research project or dissertation must not exceed 30,000 words. The word count includes the main text, preface material, footnotes and references but does not include material in the appendices, bibliography, or abstract.

Application for Associated Postgraduate Diploma or Masters

60. A candidate who already holds a postgraduate certificate or diploma from the University of Edinburgh may be permitted by the appropriate College to apply for candidature for the associated postgraduate diploma or masters degree, provided that not more than five years have elapsed between their first graduation and acceptance as a candidate for the subsequent award.

Posthumous Awards

61. Senatus may authorise the conferment of posthumous degrees, diplomas and certificates if proposed by the College and approved by the Curriculum and Student Progression Committee. A posthumous award is conferred where the student has significantly completed the relevant year of study at the time of death.

Aegrotat Awards

62. In exceptional circumstances Senatus may authorise the conferment of *aegrotat* degrees to postgraduate students. Each such conferment requires a proposal from the relevant College to be approved by the Curriculum and Student Progression Committee. An *aegrotat* degree is conferred only where the student was nearly qualified to receive the degree and was unable to complete it due to circumstances beyond their control. Before any proposal is referred to Senatus, the College must check that the student is willing to receive the degree *aegrotat*.

B College of Arts, Humanities and Social Sciences Postgraduate Degree Regulations: Degree Specific Regulations

Doctor of Clinical Psychology (DClinPsychol)

63. The degree specific regulations are:
- Grounds for Award.** Awarded on successful completion of supervised clinical practice, written examination, assessed essay and research portfolio, including thesis, small-scale research projects and experimental case reports.
 - Mode of Study and Prescribed Period of Study.** The programme can be taken on a full-time or mixed full-time/part-time basis, but the first year is taken on a full-time basis only. The prescribed period of study is 36 months full-time, or between 48 and 60 months on a mixed full-time/part-time basis.
 - Thesis Length.** The thesis must not exceed 30,000 words unless, in exceptional cases, the College has given permission for a longer thesis.

Doctor of Psychotherapy and Counselling (DPsychotherapy)

64. The degree specific regulations are:
- Placement.** Students will undertake a practice placement, consisting of 300 hours of supervised counselling practice and 60 hours of counselling supervision.
 - Thesis Length.** The thesis will be between 35,000 and 55,000 words in length unless in exceptional cases the College has given permission for a longer thesis.
 - Prescribed period.** The prescribed period of study for students undertaking the programme on a full-time basis is 48 months, and for students undertaking the programme on a part-time basis is 84 months.
 - Resits.** A student who fails the practice placement may, on the recommendation of the Board of Examiners, be offered a second opportunity to undertake the placement if in the opinion of the Board the failure was attributable to illness, hardship or other relevant circumstances beyond the student's control. A repeat placement is to be completed within a further 24 months.
 - Recognition of Prior Learning (RPL).** In the case of formal, certificated study, up to 60 credits of prior learning at Scottish Credit and Qualifications Framework (SCQF) level 11 may be recognised. In the case of non-certificated study, up to 20 credits of prior learning may be recognised.

Doctor of Education (EdD)

65. The degree specific regulations are:
- Grounds for Award.** The degree of EdD may be awarded on the basis of successful completion of assessed coursework, a research project and a thesis.
 - Prescribed Period of Study.** The prescribed period of study is 60 months part-time, but this may be increased to a maximum of 72 months.
 - Thesis Length.** The thesis length should be no more than 75,000 words.

PhD in Musical Composition

66. **Grounds for Award.** The student must compose to a high creative level as demonstrated both by the student presenting a portfolio of compositions as well as attendance at an oral examination. The portfolio of compositions must comprise original work which:
- is suitable for professional performance and worthy of publication;
 - shows competence in the ancillary technical skills appropriate to the chosen style;

- c. contains material which presents a body of work such as could reasonably be achieved on the basis of three years postgraduate study;
- d. is presentationally satisfactory and intelligible to any musician who might have to use it.

67. The portfolio of compositions should include at least one major and extended work, except where a shorter submission may be accepted in the case of electronic compositions. If a substantial part of the portfolio was completed before registration for the degree, the student should indicate this and identify the part of the portfolio so completed.

PhD- Submission by Portfolio in Art, Design and Landscape Architecture

68. The degree specific regulations, when a student is submitting for award of PhD by means of a portfolio of artefacts, artworks and other practice-based outputs, are:

- a. The portfolio of artefacts or artworks must comprise original work of a high creative level which is worthy of public exhibition and also an integral part of the contribution to knowledge made by the overall work of the candidate submitted in fulfilment of the requirements of the PhD. It must show competence in the appropriate ancillary technical skills; must contain material which presents a body of work such as could reasonably be achieved on the basis of three years postgraduate study; must be satisfactory and intelligible in its presentation. There should also be a permanent record of the work; and
- b. The portfolio of artefacts and artworks will be accompanied by a thesis of not more than 50,000 words (including bibliography and footnotes but excluding appendices).

MPhil- Submission by Portfolio in Art, Design and Landscape Architecture

69. The degree specific regulations, when a student is submitting for award of MPhil by means of a portfolio of artefacts, artworks and other practice-based outputs, are:

- a. The portfolio of artefacts or artworks must comprise original work of a high creative level worthy of public exhibition. It must show competence in the appropriate ancillary technical skills; must contain material which presents a body of work such as could reasonably be achieved on the basis of two years postgraduate study; must be satisfactory and intelligible in its presentation. There should also be a permanent record of the work; and
- b. The portfolio of artefacts or artworks should normally be accompanied by a thesis of not more than 20,000 words (including bibliography and footnotes but excluding appendices).

Master of Fine Art

70. The Master of Fine Art is gained upon the successful completion of 240 Credits of study. A maximum of 30 credits can be taken below Scottish Credit and Qualifications Framework (SCQF) Level 11. The degree specific regulations are:

- a. **Grounds for Award.** Students will be assessed by a combination of practical studio work with theoretical and written studies, including professional practice elements.
- b. **Prescribed Period of Study.** The period of study will be 21 months full-time.

Master of Social Work/Diploma in Social Work (MSW/DipSW)

71. The degree specific regulations are:

- a. **Grounds for Award.** Students will undertake two practice placements
- b. **Prescribed Period of Study.** The period of study will be 21 months full-time.
- c. **Re-Sit Options.** A student who fails a unit of academic assessment other than the dissertation on the first occasion may be allowed one further attempt to complete the assessment requirements. A student who fails a practice placement may, on the

recommendation of the Board of Examiners, be offered a second opportunity to undertake the placement.

Master of Chinese Studies (MCS)

72. The degree specific regulations are:

- a. **Grounds for Award.** Students will be assessed by essays, examinations, a placement report and a dissertation. An oral examination will be required in the Chinese language and may be required for other courses. Students must carry out their studies at the University of Edinburgh and in a Chinese institution approved by the Programme Director.
- b. **Prescribed Period of Study.** The period of study is 24 months, full-time.

Diploma in Educational Leadership and Management/Scottish Qualification for Headship Programme

73. The degree specific regulations are:

- a. **Grounds for Award.** Students will be assessed on each course through coursework (assignments, portfolios, reports and oral assessments) and through school visits by SQH field assessors in the case of course 5. In accordance with the national agreement all courses are assessed only on a pass/fail basis. Students who fail a course will be permitted one further attempt to pass the assessment of that course within six weeks of the result being made known to the student.
- b. **Mode of Study and Prescribed Period of Study.** The programme is available by part-time study only, and the period of study is between 27 and 60 months.

Master of Counselling/Diploma in Counselling (MCouns/DipCouns)

74. The degree specific regulations are:

- a. **Grounds for Award.** Students will undertake a practice placement, consisting of at least 150 hours of supervised counselling practice and 30 hours of counselling supervision.
- b. **Mode of Study and Prescribed Period of Study.** The period of study will be 24 months full time or 48 months part-time. Each student must complete the requirements of the degree before the expiry of a further 12 months.
- c. **Re-Sits.** Students who fail a unit of academic assessment other than the dissertation on the first occasion may be allowed one further attempt to complete the assessment. A student who fails the practice placement may, on the recommendation of the Board of Examiners, be offered a second opportunity to undertake the placement. A repeat placement must be completed within a further 24 months.

MSc in Transformative Learning and Teaching

75. The degree specific regulations are:

- a. **Prescribed period.** The prescribed period of study for students undertaking the programme is 21 months.
- b. **Assessment.** As part of the assessment of the programme, students are required to submit a portfolio of work and undertake a professional viva to provide evidence that they have met the GTCS Standard for Provisional Registration. The portfolio and professional viva comprise one 30 credit assessment.

MSc in Middle Eastern Studies with Arabic

76. The degree specific regulations are:

- a. **Collaboration.** The first year of study is taken at the University of Edinburgh. An intensive course is taken in an Arabic speaking country during the summer, followed by year two at the University of Edinburgh.
- b. **Prescribed Period of Study.** The period of study will be 24 months, full-time.

Postgraduate Certificate in Democracy and Public Policy (Edinburgh Hansard Research Scholars Programme)

77. The degree specific regulations are:
- a. **Mode of Study and Prescribed Period of Study.** The period of study is 13 weeks full time.
 - b. **Assessment Type.** Students will be assessed on each unit through coursework, examination and a research project linked to a placement. All units are assessed only on a pass/fail basis. Students who fail a unit will be permitted one further attempt to pass the assessment of that unit within six weeks of the result being made known to the student.

MSc in Architectural Project Management

78. **Mode of Study and Prescribed Period of Study.** The programme is delivered by distance learning over a period of 48 to 84 months. Each institution will provide 60 credits of teaching material in addition to a dissertation of 60 credits.

MSc in Advanced Sustainable Design (mixed mode)

79. **Mode of Study and Prescribed Period of Study.** The programme is delivered on campus and by distance learning over a period of 24 months (mixed mode).

PhD in Creative Music Practice

80. **Grounds for Award.** The degree is assessed on a single output that consists of two components:
- a. A text of not more than 50,000 words; and
 - b. A portfolio, performance(s), recording(s), and/or other musical output containing original or interpreted pre-existing works such as composition, installation, sound design, interactive music software etc. Such work would be supported by documentation of the process (e.g. video, photographs, recordings, sketches, studies, web pages) by which it was made.

PhD in Trans-Disciplinary Documentary Film

81. **Grounds for Award.** There are three possible variations for final submission, which combine the submission of audio-visual material and a thesis:
- a. audio-visual material to a maximum of 1 hour documentary film or 100 photographs, plus an extended critical essay of 25,000 - 30,000 words; or
 - b. audio-visual material to a maximum of 40 minutes documentary film or 70 photographs, plus an extended critical essay of 45,000 - 50,000 words; or
 - c. audio-visual material to a maximum of 20 minutes documentary film or 40 photographs, plus an extended critical essay of 65,000 - 70,000 words.

PhD in Architecture by Design

82. The thesis for the PhD in Architecture by Design must not exceed 50,000 words. In addition to the thesis the student will be required to submit a body of design work including studies, sketches and maquettes, which will be in addition to and fully integrated with the text and presented in a format which can be archived.

Master of Architecture

83. **Grounds for Award.** The programme will be delivered by a series of advanced level design exercises and projects, engaging with structural, environmental, cultural, theoretical and aesthetic questions. Students must pass the Academic Portfolio for exemption from ARB/RIBA Part 2.

Master of Public Policy (MPP/DipPP), PG Dip and PG Cert of Public Policy

84. The degree specific regulations are:

- a. **Prescribed Period of Study – Master.** The period of study is 12 months.
- b. **Prescribed Period of Study – PG Dip and PG Cert.** Students on the PG Certificate in Public Policy may complete this full-time over four months or part-time over a two year period. On successful completion of the PG Certificate, students may transfer to the PG Diploma in Public Policy (within a three year time period). Students on the PG Diploma in Public Policy may complete this full-time over nine months or part-time over a four year period. On successful completion of the PG Diploma, students may transfer to the Master Public Policy programme (within a three year time period).
- c. **Grounds for Award.** Students will complete a compulsory programme of courses in the first and second semesters, comprising eight 15-credit courses, and a three-month placement in a policy organisation on which the Capstone Project/dissertation will be based. Students who decide not to complete the Capstone Project may, at the discretion of the College, be awarded a Postgraduate Diploma in Public Policy.
- d. **Resits.** Students who fail a unit of academic assessment other than the Capstone Project on the first occasion may be allowed one further attempt to complete the assessment.
- e. **Placement.** A student who fails the placement component of the Capstone Project may, on the recommendation of the Board of Examiners, be offered a second opportunity to undertake the placement. A repeat placement must be completed within a further 12 months.

Diploma in Professional Legal Practice

85. The degree specific regulations are:

- a. **Grounds for Award.** Students must pass all of the core courses and three elective courses to be awarded the Diploma in Professional Legal Practice. Attaining a mark of 50% or more in the assignments, participation and attendance gives exemption from sitting the examination in Company and Commercial, Financial Services and Related Skills and Professional Responsibility.
- b. **Assessment Type.** Students will be assessed in writing in each course of the curriculum. Students may only present themselves for examination in a course if they have been certified as having given regular attendance and having successfully completed the requisite work of the class in that course. Students may be permitted a single re-sit examination for each course of the curriculum in which they have failed.

PhD in Creative Writing

86. Grounds for award. The programme is assessed via a portfolio of writing which should include:

- a. A substantial piece or pieces of creative work of no more than 75,000 words of creative prose; or 75 page of verse; or a dramatic composition of no more than three hours length and
- b. An extended critical essay of no more than 25,000 words reflecting on the work's aims and context(s).

The balance between creative and critical elements should be 75% Creative, 25% Critical.

C College of Medicine and Veterinary Medicine Postgraduate Degree Regulations: Degree Specific Regulations

Doctor of Clinical Dentistry (DClin Dent) (Orthodontics/Paediatric Dentistry/Prosthodontics/Oral Surgery)

87. Students will pursue an integrated programme of teaching and taught clinical practice. Work for an independent research dissertation will commence during the first year and will be spread over the duration of the programme. The independent research component will be assessed by examination of the written dissertation and subsequent oral examination.

Masters in Surgical Sciences (MSc)

88. Students may be given the opportunity of one resit attempt for their final written examinations at the end of their year 1 and /or year 2, if they have failed their first attempt. If they pass the resit they will be awarded the Postgraduate Certificate (Year 1) or Postgraduate Diploma (Year 2); they will not progress into Year 3 (Masters Year).

Master of Surgery (ChM)

89. The ChM suite of programmes are two year Scottish Credit and Qualifications Framework (SCQF) level 12 programmes worth 120 credits. In order to be awarded the ChM students must:

- pass at least 80 credits at SCQF level 12 with a mark of at least 50% in each of the courses which make up these credits; and
- attain an average of at least 50% for the 120 credits at SCQF level 12 and;
- satisfy any other specific requirements for the ChM degree programme, that are clearly stated in respective handbooks.

There is only one named award (ChM) for the programme; no named Certificate or named Diploma exit awards will be made if the requirements for the award of ChM are not fulfilled.

Masters in Transfusion, Transplantation and Tissue Banking (MSc)

90. Students may be given the opportunity of one resit attempt for their final written examinations at the end of their year 2, if they have failed their first attempt.

Professional Higher Degrees

Doctor of Medicine (MD)

91. An applicant for the degree of Doctor of Medicine (MD) must:

- hold a qualification which is registrable with the General Medical Council and must have been engaged since graduation for at least one year either in scientific work bearing directly on the applicant's profession, or in the practice of Medicine or Surgery, and will be performing their work in the South East of Scotland*, either employed as a member of staff of the University of Edinburgh; or as an NHS employee or as a research worker employed

or self-financed or grant-funded, in the University of Edinburgh or an Associated Institution or an NHS establishment

- b. all applicants are required to meet the University of Edinburgh standard postgraduate research admissions requirements.

92. The grounds for the award of the degree of MD are:

- a. a student must have demonstrated by the presentation of a thesis, a significant amount of material worthy of publication or public presentation, and by performance in an oral examination (unless this is exceptionally waived by the College) that the student is capable of pursuing original research in the field of study, relating particular researches to the general body of knowledge in the field, and presenting the results of the researches in a critical and scholarly way.
- b. the thesis must deal with one or more of the subjects of study in the curriculum for the degrees of MB ChB of the University or with subjects arising directly from contemporary medical practice. It must be an original work making a significant contribution to knowledge in or understanding of the field of study; contain material worthy of publication; show a comprehensive knowledge and a critical appreciation of the field of study and related literature; show that the student's observations have been carefully made; show the exercise of independent critical judgment with regard to both the student's work and that of other scholars in the same general field; contain material which presents a unified body of work; be satisfactory in its literary and general presentation, give full and adequate references and have a coherent structure understandable to a scholar in the same general field with regard to intentions, background, methods and conclusions. A concise and informative summary should be included with the thesis.

93. Supervisors must accommodate the student and the project within their research facilities, and obtain permission from line managers as required. Supervisors will be located in the University of Edinburgh or in NHS facilities within the supervision of the NHS Education for Scotland South East Scotland* postgraduate deanery.

94. Registration may be full-time or part-time.

- a. Full-time registration will apply to students who will spend >80% full-time equivalent devoted to research related to the MD project. They may be either not in employment for >20% full-time equivalent, or employed in a post in which at least 80% full time equivalent time is available for research related to their MD project rather than for clinical training or practice or other duties. Full time students have a prescribed period of two years in which they will conduct the research with up to two years to write up the thesis thereafter. Thesis submission is permitted at two years at the earliest and within four years.
- b. Part-time registration will apply to students who are in employment unrelated to their MD project for >20% full-time equivalent, or who elect not to devote as much as 80% of their time to the MD research project. Students may opt to study either at 40% full-time equivalent, for which they will have a prescribed period of research of four years, or at 60% equivalent, for which the prescribed period is 3 years. Students will have two years to write up the thesis at the end of the prescribed period. Thesis submission is permitted at the end of the prescribed period of study at the earliest.

MD Timetable for submission

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
MD full time	Prescribed Period		submission period			

MD part time 60%	Prescribed Period	submission period	
MD part time 40%	Prescribed Period	submission period	

95. A student who is registered for a MD may apply to the College for conversion to an alternative degree, including abbreviating the prescribed period to 1 year full time equivalent in order to complete a MSc by Research, completing a 2 year full time equivalent prescribed period to complete a MPhil, or extending the prescribed period to 3 years full time equivalent in order to complete a PhD. Conversion can only be considered prospectively, in advance of completing the necessary prescribed period of research, and will incur fees applicable for the new degree.

96. A student must submit a thesis specially written for the degree concerned and must not have submitted it in candidature for any other degree, postgraduate diploma or professional qualification. The thesis length should be no more than 60,000 words. Material to be included in a thesis may be published before the thesis is submitted. The thesis must record the fact of such publication. The thesis must conform to the Postgraduate Research Degree Assessment Regulations.

*for this purpose, South-East Scotland is the areas covered by the Borders, Fife and Lothian Health Boards.

Doctor of Dental Surgery (DDS)

97. An applicant for the degree of Doctor of Dental Surgery (DDS) must hold a qualification which is registrable with either the General Dental Council or the General Medical Council or both and must have been engaged since graduation for at least two years either in scientific work bearing directly on the applicant's profession, or in the practice of Dentistry or other related disciplines, and will perform their research work in the South-East of Scotland*, either employed as a member of staff of the University of Edinburgh; or as an NHS employee or as a research worker employed or self-financed or grant-funded, in the University of Edinburgh, or an Associated Institution or an NHS establishment.

All applicants are required to meet the University of Edinburgh standard postgraduate research admissions requirements.

98. The grounds for the award of the DDS are that:

- a. the student must have demonstrated by the presentation of a thesis and by performance in an oral examination (unless this is exceptionally waived by the College) that the student is capable of pursuing original research in the field of study, relating particular researches to the general body of knowledge in the field, and presenting the results of the researches in a critical and scholarly way.
- b. the thesis must deal with one or more of the subjects arising directly from contemporary dental or surgical practice relevant to oral health. It must be an original work that:
 - makes a significant contribution to knowledge in or understanding of the field of study;
 - contains a significant amount of material worthy of publication or presentation;
 - shows a comprehensive knowledge and a critical appreciation of the field of study and related literature;
 - shows that the student's observations have been carefully made;
 - shows the exercise of independent critical judgment with regard to both the student's work and that of other scholars in the same general field;

- contains material which presents a unified body of work;
- is satisfactory in its literary and general presentation, gives full and adequate references and has a coherent structure;
- is understandable to a scholar in the same general field with regard to intentions, background, methods and conclusions.

A concise and informative summary should be included with the thesis.

99. The supervisors must undertake that they will accommodate the student and the project within their research facilities, and obtain permission from line managers as required.

100. Registration may be full-time or part-time.

- Full-time registration will apply to students who will spend >80% full-time equivalent devoted to research related to the DDS project. They may be either not in employment for >20% full-time equivalent, or employed in a post in which at least 80% full time equivalent time is available for research related to their DDS project rather than for clinical training or practice or other duties. Full time students have a prescribed period of two years in which they will conduct the research with up to two years to write up the thesis thereafter. Thesis submission is permitted at two years at the earliest and within four years.

Part-time registration will apply to students who are in employment unrelated to their DDS project for >20% full-time equivalent, or who elect not to devote as much as 80% of their time to the DDS research project. Students may opt to study either at 40% full-time equivalent, for which they will have a prescribed period of research of four years, or at 60% equivalent, for which the prescribed period is three years. Students will have two years to write up the thesis at the end of the prescribed period. Thesis submission is permitted at the end of the prescribed period of study at the earliest.

DDS Timetable for submission

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
DDS full time	Prescribed Period		Submission period			
DDS part time 60%	Prescribed Period			Submission period		
DDS part time 40%	Prescribed Period				Submission period	

101. The thesis length should be no more than 60,000 words. Material to be included in a thesis may be published before the thesis is submitted. The thesis must record the fact of such publication. The thesis must conform to the Postgraduate Research Degree Assessment Regulations.

*for this purpose, South-East Scotland is the areas covered by the Borders, Fife and Lothian Health Boards.

Doctor of Veterinary Medicine and Surgery (DVM&S)

102. A thesis for the degree of DVM&S must deal with one or more of the subjects of study in the curriculum for the degree of BVM&S of the University or with subjects arising directly from contemporary veterinary practice.

103. The grounds for the award of the degree of DVM&S are:

- a. the student must have demonstrated by the presentation of a thesis and by performance in an oral examination (unless this is exceptionally waived by College) that the student is capable of pursuing original research in the field of study relating particular researches to the general body of knowledge in the field, and presenting the results of the researches in a critical and scholarly way.
- b. the thesis must be an original work making a significant contribution to knowledge in or understanding of the field of study; contain material worthy of publication; show a comprehensive knowledge and a critical appreciation of the field of study and related literature; show that the student's observations have been carefully made; show the exercise of independent critical judgement with regard to both the student's work and that of other scholars in the same general field; contain material which presents a unified body of work; be satisfactory in its literary and general presentation, give full and adequate references and have a coherent structure understandable to a scholar in the same general field with regard to intentions, background, methods and conclusions.

104. Registration is five years part-time. An intending student shall submit to the College a suggested topic and description of the work on which the thesis will be based. A registration fee is paid upon initial registration, an annual advisory fee is paid at the beginning of each year of study (including the first year) and an examination fee is paid at the time of thesis submission. After formal acceptance of the suggested topic and description, a period of normally at least 18 months must elapse before the thesis is submitted.

105. The thesis length should be no longer than 60,000 words.

Doctor of Veterinary Medicine (DVetMed)

106. DVetMed students will undertake courses to obtain 180 credits in each year of the four year programme. Students are required to pass all courses in order to achieve the award of the degree.

107. Students are permitted one re-sit attempt for each SCQF Level 12 course on the programme. Students may be awarded credit on aggregate for up to 60 credits of SCQF Level 11 courses in each year, provided they meet the following criteria:

- Achieve a mark of 50% or more in 120 credits worth of courses (at the first or second attempt for SCQF Level 12 courses);
- Achieve an average of 50% or more across 180 credits of courses (based on performance at the first or second attempt for SCQF Level 12 courses).

108. Exit awards are available to students leaving the programme without qualifying for award of the DVetMed.

Based on the criteria set out in the Taught Assessment Regulations relating to Postgraduate degree, diploma and certificate award, the following will be awarded:

- PGCert (VetMed) upon completion of 60 credits of courses
- PGDip (VetMed) upon completion of 120 credits of courses

In order to qualify for the award of MSc (VetMed), students must meet the following criteria:

- Achieve a pass in 180 credits of courses;
- Achieve an average of 50% across 180 credits of courses based on performance at the first attempt in each course;
- Achieve a mark of at least 50% in a minimum of 120 credits of courses based on performance at the first attempt in each course; this must include a minimum of 50 credits worth of research courses*

*Research Proposal; Study design and methods of research; Research project part 1, 2, 3

2. These Regulations, including Assessment Regulations (2019/2020), shall apply to degrees as set out in appendix 1 of this Resolution.

3. This Resolution shall supersede those parts of all previous Resolutions and Ordinances dealing with postgraduate regulations for degrees set out in appendix 1 and specifically revokes Resolution No. 11/2018.

4. This Resolution shall come into force with effect from the commencement of the 2019/2020 academic year on 1 August 2019.

For and on behalf of the University Court

SARAH SMITH

University Secretary

Degrees covered by these Regulations

Research Degrees

Doctor of Philosophy (PhD)
Master of Philosophy (MPhil)
MSc by Research (MScR)
Master of Research (MRes)
PhD with Integrated Study (PhD)
PhD (by Research Publications)

College of Arts, Humanities and Social Sciences

Master of Letters (MLitt)
Master of Education (MEd)
Doctor of Education (EdD)
Master of Theology by Research (MTh by Research)
Master of Laws by Research (LLM by Research)

College of Medicine and Veterinary Medicine

Master of Medical Sciences by Research (MMedSci by Research)

College of Science and Engineering

Doctor of Engineering (EngD)

Higher Professional Degrees

College of Arts, Humanities and Social Sciences

Doctor of Clinical Psychology (DClinPsychol)
Doctor of Psychotherapy and Counselling (DPsychotherapy)

College of Medicine and Veterinary Medicine

Doctor of Medicine (MD)
Doctor of Dental Surgery (DDS)
Doctor of Veterinary Medicine and Surgery (DVM&S)
Doctor of Veterinary Medicine (DVetMed)
Doctor of Clinical Dentistry (DClinDent)

Postgraduate degrees (by coursework)

Master of Science (MSc)

College of Arts, Humanities and Social Sciences

European Masters in Landscape Architecture (EMLA) 52
Master of Architecture (MArch)
Master of Art (eca) MA (eca)
Master of Fine Art (MFA)
Masters in Architecture (MArch)
Master of Architecture (Studies) (MArch (Studies))
Master of Landscape Architecture (MLA)
Master of Architecture (Design) (MArch (Design))
Master of Architecture (Digital Media Studies) (MArch (Digital Media Studies))
Master of Business Administration (MBA)
Master of Counselling (MCouns)
Master of Chinese Studies (MCS)

Master of Laws (LLM)
Master of Music (MMus)
Master of Nursing (MN)
Master of Public Policy (MPP)
Master of Social Work (MSW)
Master of Teaching (MTeach)
Master of Theology (MTh)
Master of International Relations (MIA)

College of Medicine and Veterinary Medicine

Master of Clinical Dentistry (MClinDent)
Master of Public Health (MPH)
Master of Surgery (General Surgery) (ChM (General Surgery))
Master of Surgery (Trauma and Orthopaedics) (ChM (Trauma and Orthopaedics))
Master of Surgery (Urology) (ChM (Urology))
Master of Surgery (Vascular and Endovascular) (ChM (Vascular and Endovascular))
Master of Veterinary Sciences (MVetSci)
ChM Master of Surgery (Clinical Ophthalmology)
Master of Family Medicine (MFM)

UNIVERSITY OF EDINBURGH

Draft Resolution of the University Court No. 16/2019

Higher Degree Regulations

At Edinburgh, the Seventeenth day of June, Two thousand and nineteen.

WHEREAS the University Court deems it desirable to produce one comprehensive set of Higher Degree Regulations;

AND WHEREAS the University Court considers it expedient to promulgate this Resolution to set out these Regulations in full to give effect to the essential elements contained within these Regulations:

THEREFORE the University Court, on the recommendation of the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act 1966, with special reference to paragraphs 2 and 8 of Part II of Schedule 2 to that Act, hereby resolves:

1. The Higher Degree Regulations are hereby set out:

General Regulations DArts, DD, DLitt, LLD, DSc, DMus

1. [Criteria](#)
2. [Eligibility](#)
3. [Application process](#)
4. [Form of submission](#)
5. [Certification](#)
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1 Criteria

Higher degrees are awarded to eligible candidates who demonstrate through the submission of work within the public domain which represents an original, rigorous and significant contribution to advancement of knowledge, one which is of international distinction and sustained over a period of at least seven years.

2 Eligibility

The following are eligible to apply for candidature for a higher degree:

- a. graduates of The University of Edinburgh of not less than seven years standing;
- b. graduates of other universities of not less than seven years standing who are members of staff of the University of Edinburgh of not less than four years standing.

3 Application process

The College is responsible for oversight of the application process. Application for a higher degree is a two stage process. Firstly, candidates must apply to the Higher Degrees Committee of the relevant School for approval of their candidature.

The application form for approval of candidature, together with guidance on the form of submission, may be obtained from the Secretary to the relevant School Higher Degrees Committee.

Applicants must submit the completed application form, and:

- a statement of no more than 500 words explaining how the submission meets the criteria and makes a significant contribution to the field
- their CV

The Committee will decide whether a prima facie case for examination has been made.

If candidature is approved, the candidate will be invited to move to the second stage of the application process and lodge a submission (three copies) for examination. There is no oral examination for a higher degree.

Candidates must submit within six months of application approval.

4 Form of submission

Candidates must submit work in support of their candidature to be considered within the criteria for the relevant academic discipline which may include, for example; images, books, papers, records of performance, records of exhibitions.

The submission will also include:

- a critical appraisal of how the submission meets the criteria and makes a significant contribution to the field. (No more than 10,000 words.)
- a CV

Additional information is available in the University's Standards for the Format and Binding of a Thesis.

www.ed.ac.uk/files/atoms/files/thesisbinding.pdf

5 Certification

All works submitted must be accompanied by a statement, signed by the candidate certifying, for each piece of work submitted, the contribution to the output from the candidate.

6 Lodging and retention of submissions

Submissions (three copies) must be lodged within six months of the approval of candidature. Two copies of successful submissions will remain the property of the University and one will be returned to the candidate.

7 Examination fee

At the time of lodging a submission, the examination fee must be paid. Candidates must also matriculate, but no matriculation fee is charged.

8 Appointment of examiners

The University shall, in the case of each submission, appoint one internal, and two external examiners. Each examiner should be of recognised eminence in the subject of the submission.

9 Award of the degree

The degree shall be awarded only if the relevant committee of Senatus, on the recommendation of the examiners, is satisfied that the criteria for the award of the degree have been met (as specified above).

10 Re-application

A candidate whose application for candidature has not been approved or whose submission has not been recommended for the award of the degree may not reapply for the degree within five years of his/her first candidature unless the period is specially reduced by the relevant committee of Senatus on the recommendation of the examiners.

11 Graduation

Successful candidates will be awarded the degree at the next available graduation ceremony. Candidates for higher degrees may, at the discretion of the University, be permitted to graduate *in absentia*.

12 Appeals

The process for appeal for unsuccessful candidates is described in the University's Student Appeal Regulations. www.ed.ac.uk/files/atoms/files/studentappealregulations.pdf

2. These Regulations shall apply to degrees as set out in appendix 1 of this Resolution.

3. On the date on which this Resolution comes into force Resolution 12/2018 shall be repealed.

4. This Resolution shall come into force with effect from the commencement of the 2019/2020 academic year on 1 August 2019.

For and on behalf of the University Court

SARAH SMITH

University Secretary

Appendix 1 to Resolution No. 16/2019

Degrees covered by these Regulations

Doctor of Science (DSc)

College of Arts, Humanities and Social Sciences

Doctor of Divinity (DD)

Doctor of Laws (LLD)

Doctor of Letters (DLitt)

Doctor of Music (DMus)

Doctor of Arts (DArts)

UNIVERSITY OF EDINBURGH

Draft Resolution of the University Court No. 7/2019

Code of Student Conduct

At Edinburgh, the Seventeenth day of June, Two thousand and nineteen.

WHEREAS the University Court, on the recommendation of the Senatus Academicus, deems it expedient to amend the regulations governing student conduct:

THEREFORE the Court, on the recommendation of the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act 1966, with special reference to paragraph 4 of Part II of Schedule 2 to that Act, hereby resolves:

1. The attached Code of Student Conduct shall become operative in the University of Edinburgh.
2. On the date on which this Resolution comes into force, Resolution 19/2015 shall be repealed.
3. This Resolution shall come into force with effect from the commencement of the 2019/2020 academic year on 1 August 2019.

For and on behalf of the University Court

SARAH SMITH

University Secretary

CODE OF STUDENT CONDUCT

Scope

- 1 The Code of Student Conduct applies to all students of the University. It applies to
 - a. activities in which they engage in their capacity as students of the University; or
 - b. services or facilities they enjoy by virtue of being a student of the University; or
 - c. their presence in the vicinity of, or their access to, any premises owned, leased or managed by the University, the Edinburgh University Students' Association or the Edinburgh University Sports Union (EUSU); or
 - d. any activity not covered by a), b) or c) above, which is considered to affect adversely the safety, interests or reputation of the University, its students, employees or authorised representatives, as outlined in this Code.

Basis of Jurisdiction

- 2 Under the Universities (Scotland) Acts all students of the University are subject to the jurisdiction of the Senate, for their studies and for their conduct. The Senate has primary responsibility for student discipline and recommends to the University Court the University's disciplinary procedure¹.
- 3 For students on programmes of study which are provided jointly between the University of Edinburgh and another institution, misconduct alleged to have been committed on the premises of either institution shall be dealt with under the relevant institution's discipline regulations. When the alleged misconduct is committed elsewhere, the University Secretary of the University and of the other institution, or their nominees, shall consult and decide whether the case shall proceed under the Code of Student Conduct of the University of Edinburgh or that of the other institution. Any alternative arrangements will be agreed in writing between the institutions.

Student Conduct

- 4 The primary purposes of the University are the advancement and application of knowledge and the education of its members; its central activities are teaching, learning and research. These purposes can be achieved only if the members of the University community have mutual trust and confidence and can live and work beside each other in conditions which permit freedom of thought and expression within a framework of respect for the rights of other persons.
- 5 All students of the University are required at all times to conduct themselves in an appropriate manner in their day to day activities, including in their dealings with other students, staff and external organisations. Students are required to comply with University policies and regulations.
- 6 By matriculating, or by enrolling on any University course or programme, a student becomes a member of the University community and is subject to University discipline. The University may also take action under this Code when the individual concerned is no longer registered or enrolled at the University.

¹ <http://www.legislation.gov.uk/ukpga/1966/13>

- 7 Students' behaviour may be affected by some health conditions or disabilities. However, the University has a duty to ensure that members of the University community are not subjected to unacceptable behaviour and any allegations of inappropriate behaviour will be investigated. Where health conditions or disabilities may be a contributing factor, reports or evidence of these will be taken into account. Where student conduct is found to be unacceptable as a result of a health condition or disability, the University will endeavour to offer appropriate support to assist the student but may take action under the Code of Student Conduct.

University responsibilities

- 8 The University aims to deal with all disciplinary issues in a fair and consistent manner. It recognises that, for the students and staff concerned, involvement in disciplinary procedures can be difficult and stressful. The University will therefore ensure that those involved are made aware of available guidance and support, and that disciplinary issues are dealt with as quickly as the specific circumstances allow.
- 9 Considering and using disciplinary action at an early stage can prevent more serious offences or issues arising. The University views the Code of Student Conduct and discipline procedures as a part of a welfare approach: misconduct may be the first indicator of underlying problems. The process can provide students with an opportunity for reflection and learning.
- 10 The University will:
- a. Make this Code and associated guidance material available to all students and staff
www.ed.ac.uk/schools-departments/academic-services/staff/discipline/code-discipline
 - b. Deal with student disciplinary issues in a proportionate and transparent way, as soon as issues become apparent
 - c. Respect the need for confidentiality in relation to disciplinary issues
 - d. Implement the Code of Student Conduct in line with all data protection legislation.
- 11 The Senate may devolve responsibility to relevant Senate committees, with appropriate student membership, for:
- a. Keeping the Code of Student Conduct under review, and proposing any amendments to the Senate and the University Court;
 - b. Discussing, reviewing and approving appropriate student disciplinary procedures and guidance;
 - c. Appointing members of the Student Discipline Committee and Student Discipline Officers (see paragraphs 21 to 27 for information about these roles; and
 - d. Considering an Annual Report about the number, types and outcomes of cases of misconduct found to have been committed.

Misconduct Offences

- 12 Examples of student misconduct are provided below. This list is not exhaustive. The University may choose to investigate and take action on misconduct offences whether they take place on University, Edinburgh University Students' Association or EUSU premises or elsewhere, including online and in social media. Below, "Person", means any student of the University; any employee of the University; any visitor to the University; any subcontractor engaged by the University, or any other authorised representative of the University.
- 12.1 Disrupting, or interfering with any academic, administrative, sporting, social or other University activities;
 - 12.2 Obstructing, or interfering with, the functions, duties or activities of any Person;
 - 12.3 Violent, indecent, disorderly, threatening or offensive behaviour or language (whether expressed orally, in writing or electronically), including sexual violence or abuse of any Person;
 - 12.4 Harassment of any Person whilst engaged in any University work, study or activity, including bullying and sexual harassment;
 - 12.5 Conduct which unjustifiably infringes freedom of thought or expression whilst on University premises or engaged in University work, study or activity;
 - 12.6 Fraud, deceit, falsification of documents, deception or dishonesty in relation to the University or its staff or in connection with holding any office in the University or in relation to being a student of the University;
 - 12.7 Behaving in a way likely to cause injury to any Person or to impair safety;
 - 12.8 Harassing, victimising or discriminating against any Person on grounds of age, disability, race, ethnic or national origin, religion or beliefs, sex, sexual orientation, gender identity, gender reassignment, pregnancy, maternity, marriage or civil partnership, colour or socio-economic background;
 - 12.9 Failing to comply with any University rule, regulation or policy;
 - 12.10 Assessment offences, including making use of unfair means in any University assessment or assisting a student to make use of such unfair means;
 - 12.11 Misconduct in research;
 - 12.12 Damaging, defacing, stealing or misappropriating University property or the property of any Person, whether deliberately or recklessly;
 - 12.13 Misusing or making unauthorised use of University premises or items of property, including IT facilities or safety equipment;
 - 12.14 Deliberately doing, or failing to do, anything which thereby causes the University to be in breach of a statutory obligation;
 - 12.15 Behaving in a way which brings the University into disrepute (without prejudice to the right to fair and justified comment and criticism);

- 12.16 Making false, frivolous, malicious or vexatious complaints;
- 12.17 Failing, upon request, to disclose name and other relevant details to an officer or employee of the University in circumstances when it is reasonable to require that such information be given;
- 12.18 Failing to comply with a previously-imposed penalty under this Code;
- 12.19 Any misconduct prior to a student's enrolment at the University of Edinburgh which was not previously known to the University, which: raises questions about the fitness of the student to remain a member of the University community; suggests that the student poses a threat to any Person or the discipline and good order of the University; or raises questions about the student's fitness to be admitted to and to practise any particular profession to which the student's course or programme leads directly;
- 12.20 Any other behaviour which: raises questions about the fitness of the student to remain a member of the University community; suggests that the student poses a threat to any Person or the discipline and good order of the University; or raises questions about the student's fitness to be admitted to and to practise any particular profession to which the student's course or programme leads directly.
- 13 Detailed regulations and policies are published separately about, for example, University examinations, libraries, the use of computing facilities, the use of automatically processed personal data (in connection with academic work), academic misconduct, fitness to practise in a particular profession and University managed accommodation. Breaches of any of these or other University regulations or policies which amount to misconduct as outlined above, may be dealt with under the Code of Student Conduct.

Misconduct and criminal proceedings

- 14 The University may report to the police any allegation that a criminal offence has been committed.
- 15 The University encourages any student who has been the victim of an alleged criminal offence to report this to the police, and, if relevant, to the University.
- 16 Where alleged misconduct constitutes a criminal offence, the University may investigate or take disciplinary action whether or not the matter has been referred to the police and whether or not criminal proceedings have begun or been completed.
- 17 The University may, at its discretion, suspend any internal investigation or disciplinary action on alleged criminal misconduct to await the outcome of any criminal proceedings. The decision whether or not to suspend the University's disciplinary process is taken collectively by the University Secretary or a Deputy Secretary or their nominee taking action with a designated Vice-Principal. The University Secretary or a Deputy Secretary or their nominee will inform the Secretary of the Student Discipline Committee of the decision to suspend an internal investigation or disciplinary action.
- 18 The University may investigate and take disciplinary action on alleged misconduct whatever the outcome of any external proceedings about the same matter and irrespective of whether external proceedings have been concluded.

- 19 Where a student is convicted of or cautioned or warned for an offence, this may be relied upon as evidence in any University proceedings provided that the circumstances leading to that conviction are relevant to those proceedings.
- 20 Any sentence or order pronounced by a court may be taken into account in the imposition of any disciplinary penalty.

Members of the University community involved in dealing with alleged misconduct cases

- 21 Members of the University community involved in dealing with alleged misconduct cases are:
 - a. **Conduct Investigators.** Allegations of student misconduct are investigated by Conduct Investigators. Each School, Service, College and Support Group may have one or more Conduct Investigators, who are appointed by their respective College or Support Group.
 - b. **Student Discipline Officers and Student Discipline Committee.** University disciplinary action can be taken by Student Discipline Officers or by the Student Discipline Committee.
 - c. **Secretary of the Discipline Committee.** The University Secretary appoints a number of administrative staff to have the role of Secretary to the Discipline Committee, to support the Student Discipline Committee. A lead Secretary of the Discipline Committee, with responsibility for the student disciplinary process, is appointed by the Director of Academic Services.
 - d. **University Appeal Committee.** The University Appeal Committee deals with student appeals against a decision of a Student Discipline Officer or the Student Discipline Committee. The grounds for appeal are specified in the University's Student Appeal Regulations.
www.ed.ac.uk/schools-departments/academic-services/staff/appeals/overview
- 22 The lead Secretary of the Student Discipline Committee maintains lists of current Conduct Investigators, Student Discipline Officers and members of the Student Discipline Committee, which are published on the University website.
- 23 The **Student Discipline Officers** are:
 - a. The Heads of the Colleges and Heads of Support Groups;
 - b. One or more members of the senior management in each College and Support Group, or their nominated representatives, to be appointed by the Curriculum and Student Progression Committee on behalf of the Senate.
 - c. The University Secretary, Deputy Secretaries and College Registrars, and any deputies they nominate to act on their behalf.
 - d. Designated Vice-Principals.

- 24 The **Student Discipline Committee** consists of at least six members of staff of the University and at least six matriculated students of the University, who are appointed to the committee by the Curriculum and Student Progression Committee on behalf of the Senate. At least four of the staff members must be academics. The sabbatical officers of Edinburgh University Students' Association and current Student Discipline Officers are not eligible for membership of the Student Discipline Committee.
- 25 Student Discipline Committee members' period of office is three years. All members are eligible for re-appointment provided that no member serves for more than six years. The Curriculum and Student Progression Committee appoints the Convener and Vice-Convener from the staff members.
- 26 Meetings of the Student Discipline Committee must consist of not less than five members, including at least two staff members and at least two student members. All meetings must be attended by a **Secretary of the Student Discipline Committee**. The Convener, or in their absence the Vice-Convener, presides at all meetings, and has on all occasions both a deliberative and a casting vote.
- 27 If a member of the Committee has been involved in a case at an earlier stage, they will not serve on the Committee when it considers that case.

Information regarding student cases

- 28 The University may share information provided by students, staff and other witnesses with people involved in the case, including the student under investigation, for transparency and to provide a fair process. This may be done at any stage of the process, paying due attention to confidentiality and data protection requirements (paragraph 10 above).

Reporting student misconduct allegations

- 29 With regard to reports of misconduct, these procedures distinguish between the following:
- a) **Respondent**. This refers to the student who is alleged to have committed an act of misconduct under investigation via this Code.
 - b) **Reporting Party**. This is the individual (who may be a student, staff member, or member of the public) who has raised the allegation of misconduct against the Respondent.

Frontline resolution

- 30 Students and members of the public may report allegations of student misconduct to any member of staff. Where students or members of the public are aware of misconduct occurring in a Service or Support Group, they may refer it to a relevant point, for example the Student Information Point, or a helpdesk.
- 31 It is possible to resolve some misconduct allegations at an early stage. Staff who receive allegations may exercise their discretion on whether to seek to resolve matters locally, for example intervening to stop poor behaviour in University buildings. Where the staff member receiving the allegation considers local resolution is not possible or appropriate, they should advise the student that they can request an investigation.

Requesting an investigation

- 32 Staff may report allegations of student misconduct to their Head of School, Head of College or the Head of the relevant Service or Support Group (or their respective nominee). The relevant Head of School, Head of College, or the Head of the relevant Service or Support Group (or their respective nominee) will determine whether to pass the report to the University Secretary or a Deputy Secretary (or their nominee).
- 33 A student or a member of the public who wishes to request an investigation into an allegation of misconduct is encouraged to use the Complaint Handling Procedure:
- <http://www.ed.ac.uk/university-secretary-group/complaint-handling-procedure>
- 34 Alternatively, students may wish to report allegations of student misconduct to their Student Support Team or Graduate School and request an investigation. The member of staff receiving the report will raise this with the University Secretary or a Deputy Secretary (or their nominee).

Screening of reports of alleged misconduct

- 35 On receipt of a report alleging misconduct, the University Secretary or a Deputy Secretary (or their nominee) will decide whether to initiate an investigation into the alleged misconduct.
- 36 The University will initiate an investigation where:
- i. The report relates to an allegation which, if proven, could plausibly be regarded as a potential breach of the Code; and
 - ii. The information provided suggests that there is a realistic prospect that sufficient evidence will be available to determine whether or not the alleged incident has occurred.
- 37 Where the University Secretary or a Deputy Secretary (or their nominee) decides not to initiate an investigation, they will communicate the reasons for this to the Reporting Party.

Allocating the case to a Conduct Investigator

- 38 Where the University Secretary or a Deputy Secretary (or their nominee) decides to initiate an investigation, they will pass the report to a relevant Conduct Investigator and ask them to investigate the case.
- 39 The Conduct Investigator is usually a member of staff within the College in which the Respondent is a student, or of the relevant Service or Support Group. Where there are multiple Respondents in a case who come from different Colleges or where the alleged misconduct applies to more than one area, the Heads of the relevant Colleges and/or Support Groups agree which Conduct Investigator should be asked to investigate the case.
- 40 The University Secretary or a Deputy Secretary (or their nominee) may appoint two Conduct Investigators in particularly complex cases. Where two Conduct Investigators are appointed, one will be designated as Lead Investigator. In the event that either Conduct Investigator is unable to conclude the investigation, the University Secretary or a Deputy Secretary (or their nominee) will determine whether to appoint another Conduct Investigator, or continue the investigation with the one remaining Conduct Investigator. Where two Conduct Investigators acting in a case are unable to agree a finding, the decision of the Lead Investigator is final.

Precautionary suspension

- 41 When initiating an investigation into an allegation of misconduct, the University will consider whether it is necessary to take any precautionary action to suspend the Respondent pending the conclusion of proceedings under this Code.
- 42 Suspension pending the conclusion of proceedings under this Code is not used as a penalty. The power to suspend is used to protect the members of the University community or a particular member or members, or members of the general public, or to ensure that a full and proper investigation can be carried out. The power shall be used only where it is urgent and necessary to take such action. The University Secretary or Deputy Secretary (or their nominee) will record written reasons for the decision and send these to the Respondent.
- 43 In urgent situations, the University Secretary or a Deputy Secretary or their nominee, taking action with a designated Vice-Principal, may decide to immediately suspend a Respondent:
- a. who is a danger to themselves or others; or
 - b. who is the subject of a misconduct allegation; or
 - c. against whom a criminal charge is pending; or
 - d. who is the subject of a police investigation.

The decision can be made at any stage of the University's student disciplinary process under this Code. This suspension may be a total or a selective restriction on attending the University or accessing its facilities or participating in University activities. It may also include a requirement that the Respondent should have no contact with named individuals.

- 44 Any Respondent suspended under the provisions of this section must be given an opportunity within five working days to make representations in person and/or through a member of the University community, including a member of Edinburgh University Students' Association staff, to the relevant University Secretary or Deputy Secretary (or their nominee) and the designated Vice-Principal. Where it is not possible for the Respondent to attend in person, they are entitled to make written representations.
- 45 Any decision to immediately suspend the Respondent is subject to review every twenty working days. Such a review will not involve a hearing or submissions made in person, but the student is entitled to submit written representations. Taking account of any written representations from the Respondent, and any other relevant factors, the University Secretary or Deputy Secretary or their nominee will decide whether it is reasonable and proportionate to retain the suspension, or to alter or remove it. The University Secretary or Deputy Secretary or their nominee will record their decision and inform the Respondent of the outcome in writing.
- 46 A decision to permit the Respondent's return following a period of suspension may be made subject to conditions. The University Secretary or Deputy Secretary or their nominee will provide the Respondent with information to support their reintroduction and any conditions which they need to meet.

Investigating student misconduct

- 47 The Conduct Investigator will investigate the alleged misconduct, in accordance with this Code. The Conduct Investigator will decide whether it is necessary to interview the Respondent. At the Conduct Investigator's discretion, investigation may also include interviews with the Reporting Party, members of staff and students of the University and, if necessary, members of the public. People may provide evidence to the Conduct Investigator in writing in addition to, or instead of, attending an interview. The Conduct Investigator may decide to interview or request evidence in writing from any individual on more than one occasion, where this supports their investigation.
- 48 As soon as practicable the Conduct Investigator will write to the Respondent to provide details of the alleged misconduct and, if appropriate, of the requirement to attend for interview. The Conduct Investigator will give the Respondent the opportunity to respond to the allegations and will invite the Respondent to admit or deny responsibility.
- 49 The Respondent is encouraged to contact Edinburgh University Students' Association, or the Secretary to the Student Discipline Committee for advice about the student discipline procedure.
- 50 Any person attending an interview as part of an investigation has the right to be accompanied and/or represented at any interview by a member of the University community, including a member of Edinburgh University Students' Association staff. A person attending an interview may in addition be accompanied by a specialist provider of health or wellbeing support with the agreement of the Conduct Investigator. The Conduct Investigator has the right to question the person directly, where necessary. Those accompanying or representing the person being interviewed will be given the opportunity to contribute at the Conduct Investigator's invitation. The Conduct Investigator invites the person being interviewed, or any representative, to make a statement. The Conduct Investigator may be assisted by a note-taker who will take a record of the meeting.
- 51 If the Respondent does not appear on the date appointed for their interview and the Conduct Investigator is satisfied that they have been given due notice to appear, the Investigator may deal with the alleged misconduct in their absence. However, the Investigator may not draw any adverse inference from the Respondent's failure to appear.
- 52 If the Respondent admits responsibility or if the Conduct Investigator is satisfied that the allegations are well-founded then disciplinary action may be taken.
- 53 After investigation, the Conduct Investigator decides whether the alleged misconduct has occurred, and whether it constitutes a breach of the Code of Student Conduct. The Conduct Investigator writes a report setting out the case and their decision on the alleged misconduct. The length and detail in the report is appropriate to the nature or gravity of the case. The Investigator may:
- a. Dismiss the allegation of misconduct, in which case the Conduct Investigator writes to the Respondent to confirm this and sends the Respondent a copy of the report; or
 - b. Conclude that the allegation of misconduct is proven, and pass the report to a Student Discipline Officer for any disciplinary action to be taken; or

- c. Conclude that the allegation of misconduct is proven, and pass the report to the Secretary to the Student Discipline Committee for any disciplinary action to be taken.

Disciplinary action: Student Discipline Officers

- 54 The Student Discipline Officer receives the report of the case from the Conduct Investigator and sends the Respondent the Conduct Investigator's report. The Student Discipline Officer does not reinvestigate the case.
- 55 The Student Discipline Officer decides whether to take disciplinary action, and if so, what penalty to apply.
- 56 The Student Discipline Officer may decide to take disciplinary action without meeting the Respondent. Alternatively, the Student Discipline Officer may invite the Respondent to attend a meeting. The Respondent has the right to be accompanied and/or represented at the interview by a member of the University community, including a member of Edinburgh University Students' Association staff. The Respondent may in addition be accompanied by a specialist provider of health or wellbeing support with the agreement of the Student Discipline Officer. The Student Discipline Officer has the right to question the Respondent directly, where necessary. Those accompanying or representing the Respondent will be given the opportunity to contribute at the Student Discipline Officer's invitation. The Student Discipline Officer will be assisted by a note-taker who will take a record of the meeting.
- 57 The Student Discipline Officer will invite the Respondent, or any representative, to make a statement in explanation or extenuation of the misconduct or in mitigation of any possible penalty.
- 58 If the Respondent does not appear on the date appointed for the meeting and the Student Discipline Officer is satisfied that they have been given due notice to appear, the Officer may deal with the alleged misconduct and impose a penalty in the Respondent's absence. However, the Student Discipline Officer may not draw any adverse inference from the Respondent's failure to appear.
- 59 The Student Discipline Officer may decide that due to the nature or gravity of the case it is more appropriate for the Student Discipline Committee to take disciplinary action. They will discuss this with the Secretary to the Discipline Committee and, if this is agreed, will refer the case to the Student Discipline Committee for a hearing and will inform the Respondent. In this situation the Student Discipline Officer takes no disciplinary action.
- 60 Student Discipline Officers may impose penalties in line with those established by the relevant Senate committee. In deciding what penalties will apply, the Student Discipline Officer will consider the Respondent's disciplinary record. The penalties are some or all of:
 - a. a fine;
 - b. a reprimand;
 - c. suspension of specified privileges for a specified period that does not exceed three months (this may include suspension from the University Library, computing facilities, particular premises, placements);

- d. require the Respondent to make good in whole or in part, the cost of any damage caused;
 - e. rescind the result of an assessment or examination diet, for academic misconduct offences;
 - f. impose an academic penalty in the case of an academic offence;
 - g. terminate the occupancy of University managed accommodation by any resident on giving a month's notice in writing. In the case of gross misconduct or misdemeanour, the Student Discipline Officer may order the termination of occupancy within 24 hours;
 - h. require the Respondent to write an approved apology to any wronged party;
 - i. place the Respondent "on probation" for a specified period not exceeding three months with relevant stated conditions (e.g. the requirement to attend specified training, which may be provided by the University).
- 61 If the Student Discipline Officer places the Respondent on probation, they will provide the Respondent with a statement outlining the conditions and length of their probation, and assign them to a key contact within the University, who will monitor their compliance with these conditions during the period of probation.
- 62 The Student Discipline Officer will inform the Respondent of the penalty decision within three working days of the decision and will remind them of their right of appeal (see paragraphs 95-99).
- 63 The Student Discipline Officer will send a record of the offence and the penalty to the Secretary of the Student Discipline Committee. Any assessment penalty under paragraph 60 is reported to the relevant Boards of Examiners.

Disciplinary action: Student Discipline Committee

Arrangements for Student Discipline Committee hearings

- 64 The Student Discipline Committee receives cases from Conduct Investigators and Student Discipline Officers. The Secretary of the Student Discipline Committee must agree that the nature or gravity of the case justifies action by the Student Discipline Committee.
- 65 The Conduct Investigator provides the Student Discipline Committee with a report on the case, which includes copies of any documents referred to in, or pertinent to, the case. The Conduct Investigator also provides the Student Discipline Committee with the names and contact details of witnesses who may be called in support of the alleged misconduct.
- 66 The Secretary of the Student Discipline Committee writes to the Respondent, providing at least seven days' notice, requiring them to appear at a hearing before the Student Discipline Committee at a specified time and place. At the same time, the Secretary to the Student Discipline Committee sends the Respondent a copy of the Conduct Investigator's report, and a list of the witnesses that the Conduct Investigator plans to call to the hearing. Contact details of witnesses are not sent to the Respondent.

- 67 The Student Discipline Committee may hold physical hearings or virtual hearings. The Convener and Secretary of the Student Discipline Committee will make a decision about the nature of hearings with due consideration of fairness, accessibility and the ability of all involved to participate fully. Where the Respondent waives the right to a hearing, the Student Discipline Committee may decide a case based on written representations without holding a hearing.
- 68 If the Respondent wishes to admit the alleged misconduct in advance of the hearing, they may do so in writing to the Secretary of the Student Discipline Committee. They may then be required to appear before the Committee for the imposition of a penalty.
- 69 The Respondent may request a postponement of the hearing where they are unable to attend for good reason. Where possible, the Respondent should make their request for postponement at least one working day in advance of the hearing, providing their reasons and any relevant evidence to support their request. The Convener of the Student Discipline Committee will decide whether to postpone the hearing, taking account of the following factors:
- i) Whether there is evidence that the Respondent will be unavoidably unable to participate appropriately in the hearing on the appointed date due to ill health, lack of availability, or some other reason;
 - ii) The likelihood that the Respondent will be able to participate appropriately in a hearing on a subsequent date; and
 - iii) Whether it is likely to be possible to reschedule the hearing for a time at which the Respondent, the members of the Student Discipline Committee, the Conduct Investigator, and all witnesses (including the Reporting Party, where relevant) would be able to attend.
- 70 The Respondent may call witnesses to attend the hearing and, if intending to do so, must inform the Secretary of the Student Discipline Committee, at least two working days in advance of the hearing, of the names and contact details of their witnesses. The Respondent must also submit any documents which they wish to present to the Student Discipline Committee at least two working days in advance of the hearing.
- 71 The Student Discipline Committee may extend the time for intimating names of witnesses or submitting documents, and may adjourn, continue, or postpone a hearing at its discretion.
- 72 The Student Discipline Committee may request additional information, for example medical evidence of a student's fitness to study.
- 73 The Respondent, the Reporting Party, or any witnesses (where they are in attendance) may be accompanied and/or represented at the hearing by another member of the University community, including a member of Edinburgh University Students' Association staff. The Respondent, the Reporting Party, or any witnesses (where they are in attendance) may in addition be accompanied by a specialist provider of health or wellbeing support with the agreement of the Convener of the Student Discipline Committee.
- 74 The Convener of the Student Discipline Committee may agree to make special arrangements to allow witnesses to give evidence to the Committee from a separate location, e.g. via video link. Any evidence provided to the Committee via special arrangements will also be made available to the Respondent.

Student Discipline Committee: Procedure at hearings

- 75 The Respondent (and any person accompanying or representing them) is entitled to attend for the duration of the hearing, except where the Convener of the Student Discipline Committee asks the Respondent to withdraw while the Committee deliberates. The Convener will invite any witnesses called, including the Reporting Party (where they are in attendance), to attend part of the meeting in order to give evidence, but they will not normally attend the duration of the hearing.
- 76 The Convener of the Student Discipline Committee will open the hearing by outlining the procedure at the hearing. The Convener will then read out the allegation(s) against the Respondent and will invite them to state whether they admit or deny the charges.
- 77 If the Respondent does not admit the alleged misconduct, the case against them will be presented by the Conduct Investigator at the hearing. The Respondent, and the members of the Student Discipline Committee have the right to question the Conduct Investigator, where necessary. The Convener of the Student Discipline Committee will invite any witnesses named by the Conduct Investigator (including the Reporting Party, where they are in attendance) to comment on the allegation of misconduct.
- 78 The Convener of the Student Discipline Committee will invite the Respondent (or their representative) to present their evidence. The Convener of the Student Discipline Committee will invite any witnesses named by the Respondent to comment on the allegation of misconduct.
- 79 The members of the Student Discipline Committee and the Respondent and/or their representative may examine, cross-examine, and re-examine witnesses. The Convener of the Student Discipline Committee may withdraw from the Respondent or their representative the right to examine, cross-examine, and re-examine certain witnesses, where it is reasonable and proportionate in the circumstances of the case. In cases relating to allegations of sexual misconduct, the Respondent or their representative will not normally be permitted to cross-examine the Reporting Party. Where the Convener of the Student Discipline Committee withdraws from the Respondent or their representative the right to cross-examine a witness or witnesses (including the Reporting Party), the Convener will make alternative arrangements in order to allow the Respondent or their representative to challenge the evidence presented by the witnesses. The members of the Student Discipline Committee also have the right to question the Respondent and/or their representative directly, where necessary.
- 80 The Conduct Investigator and the Respondent or their representative may make a final address, the Respondent or their representative having the last word.
- 81 The Conduct Investigator, the Respondent and any person accompanying or representing them, and any witnesses withdraw while the Committee considers its decision. The Committee's role is to decide whether the alleged misconduct has occurred, and whether it constitutes a breach of the Code of Student Conduct. The Secretary of the Student Discipline Committee records the Committee's decision and its reasons for reaching this decision.
- 82 If the Committee decides that the alleged misconduct is proved, the Respondent, or any representative, is invited to make a statement in explanation or extenuation of the misconduct or in mitigation of any possible penalty, before a penalty is imposed.

- 83 If the Respondent does not appear at the hearing on the date appointed and the Student Discipline Committee is satisfied that they have received due notice to appear, the Committee may deal with the alleged misconduct and, if it is found to be proved, impose a penalty in the Respondent's absence. However, the Student Discipline Committee may not draw any adverse inference from the Respondent's failure to appear.

Student Discipline Committee: Penalties

- 84 The Student Discipline Committee may impose penalties in line with those established by the relevant Senate committee. Penalties may be imposed on a "deferred" basis. In deciding what penalties will apply, the Student Discipline Committee will consider the Respondent's disciplinary record. The penalties are some or all of:
- a. a fine;
 - b. a reprimand;
 - c. suspension of specified privileges for a specified period that does not exceed one year (this may include suspension from the University Library, computing facilities, particular premises, placements; a bar on registering, matriculating, or graduating; or a complete suspension from study, research and attendance at the University) – see paragraphs 85 and 86;
 - d. require the Respondent to make good in whole or in part, the cost of any damage caused;
 - e. rescind the result of an assessment or examination diet or diets, for academic misconduct offences;
 - f. impose an academic penalty in the case of an academic offence;
 - g. terminate the occupancy of University managed accommodation by any resident on giving a month's notice in writing. In the case of gross misconduct or misdemeanour, the Student Discipline Committee may order the termination of occupancy within 24 hours;
 - h. require the Respondent to write an approved apology to any wronged party;
 - i. in relation to research misconduct in a research degree, the Respondent may be deemed to have failed the degree where the misconduct applies and/or will not be permitted to submit work for this or any other research degree of the University;
 - j. place the Respondent "on probation" for a specified period with relevant stated conditions (e.g. the requirement to attend specified training, which may be provided by the University);
 - k. immediate permanent exclusion from the University with no eligibility for re-admittance to the University on any course or degree programme.

- 85 Where the Student Discipline Committee imposes a suspension of specified privileges or a complete suspension, it may require the Respondent to meet specified conditions before the University ends the suspension. For example, in the event that medical circumstances formed part of the evidence of the case, the Student Discipline Committee may make it a condition of ending the suspension that the Respondent provide medical information confirming that they are fit to return to study. The Student Discipline Committee which imposes the suspension decides who (e.g. the University Secretary; a Deputy Secretary and a designated Vice Principal; the Student Discipline Committee) will decide whether the Respondent has satisfied any conditions.
- 86 If the University considers it necessary to extend a student's suspension beyond a year then it is necessary to hold a new Student Discipline Committee hearing. This hearing does not need to take the same format as the original hearing, e.g. the membership could be different.
- 87 If the Student Discipline Committee places the Respondent on probation, it will provide the Respondent with a statement outlining the conditions and length of their probation, and assigning them to a key contact within the University, who will monitor their compliance with these conditions during the period of probation.
- 88 Any assessment penalty under paragraph 84 is reported to the relevant Boards of Examiners by the Secretary of the Student Discipline Committee.
- 89 In disciplining a student pursuing a course or programme leading directly to a qualification which confers authorisation to practise a profession (such as in Medicine, Nursing, Teaching or Veterinary Medicine) the Student Discipline Committee may consider the relevance of the misconduct in relation to the student's fitness to practise that profession. The Committee may remit the case to the relevant Fitness to Practise Committee for action or advice.
- 90 The Secretary of the Student Discipline Committee informs the Respondent of the Committee's penalty decision, with a written statement of the reasons for the decision, within three working days of the decision and reminds them of their right of appeal.
- 91 A summary of the offence, proceedings and the evidence heard and the penalty decision is kept by the Secretary of the Student Discipline Committee.

Deferred Penalties

- 92 A deferred penalty is one which does not take effect immediately but which is postponed for a period of time during which the Respondent's conduct will continue to be monitored. When the Student Discipline Committee imposes a deferred penalty then the written statement informing the Respondent about the penalty will specify the period of the deferral and explain what will happen if the penalty needs to be put into effect. During the period of the deferred penalty, if the Respondent's conduct is called into question then they will receive a statement in writing that this conduct is being reported to the Student Discipline Committee. This statement may come from a Conduct Investigator, Student Discipline Officer or the Secretary of the Discipline Committee. Evidence of the misconduct is sent to the Student Discipline Committee and the Secretary of the Student Discipline Committee will offer the Respondent the opportunity to comment in writing on this evidence. The Secretary and Convener of the Student Discipline Committee decide whether the Student Discipline Committee needs to reconvene a meeting, with or without the Respondent, or whether the deferred penalty is put into immediate effect. If the penalty is put into immediate effect then the Secretary of the Student Discipline Committee will report this to the Student Discipline

Committee. If the Respondent's conduct is not called into question during the period of the deferred penalty then, at the end of the period, the Secretary of the Discipline Committee will confirm to the Respondent that the penalty will not be imposed.

Standard of Proof

- 93 An allegation of misconduct can only be upheld if there is proof that the Respondent has engaged in the misconduct alleged.
- 94 The standard of proof that shall be used in all discipline cases is the balance of probabilities, which is the standard of proof that is used in civil law. This means that a Conduct Investigator, Student Discipline Officer or Student Discipline Committee will be satisfied that an event occurred if they consider that, on the evidence available, the occurrence of the event was more likely than not.

Appeals

www.ed.ac.uk/schools-departments/academic-services/staff/appeals/overview

- 95 If an allegation has been upheld, the Respondent may submit an appeal on the decision of the Student Discipline Officer or the Student Discipline Committee within ten working days of the decision being issued. The Respondent should submit any appeal to the Secretary of the University's Appeal Committee. The grounds for appeal are specified in the University's Student Appeal Regulations.
- 96 The appeal is handled under the University's appeal procedures.
- 97 The decision of the Appeal Committee is final and there is no further opportunity for appeal against that decision within the University.
- 98 If an appeal is upheld then the Appeal Committee will refer the student discipline case to either the Student Discipline Officer or Student Discipline Committee to review their decision.
- 99 Any penalties imposed by the Student Discipline Officer or Student Discipline Committee remain in force until the outcome of any review of the decision.

Communication with the Reporting Party

- 100 The University will endeavour to provide the Reporting Party with as much information about the status and outcome of an investigation as is reasonably possible, including relevant information regarding any precautionary suspension imposed upon the Respondent. In determining what information to provide to the Reporting Party, the University will take account of the need to balance the interests of the Respondent, the Reporting Party, and any other witnesses, and the University's obligations under relevant data protection legislation.

Reporting and recording

- 101 The lead Secretary of the Student Discipline Committee keeps a record of student misconduct offences and penalties and informs the relevant Senate committee annually of all cases considered by Student Discipline Officers and the Student Discipline Committee.

102 Details of any discipline penalty imposed on a student are held on the relevant student's record.

Independent review

103 Once the appeal has been completed, the Respondent is entitled to ask the Scottish Public Services Ombudsman (SPSO) to look at their appeal. The SPSO considers complaints from people who remain dissatisfied at the conclusion of the appeal process. The SPSO looks at issues such as service failure and maladministration (administrative fault) as well as the way the University has handled the appeal. Information on how to complain to the SPSO will be provided to the student on completion of the appeal. Full information on the SPSO and on how it handles complaints can be found at the SPSO website: [Scottish Public Services Ombudsman](#).

24 January 2019

UNIVERSITY OF EDINBURGH

Draft Resolution of the University Court No. 8/2019

Baillie Gifford Chair of Data and AI Ethics

WHEREAS the University Court deems it expedient to found a Baillie Gifford Chair of AI and Data Ethics:

THEREFORE the University Court, after consultation with the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act, 1966, with special reference to paragraph 5 of Part II of Schedule 2 to that Act, hereby resolves:

1. There shall be a Baillie Gifford Chair of AI and Data Ethics in the University of Edinburgh.
2. The patronage of the Chair shall be vested in and exercised by the University Court of the University of Edinburgh.
3. This Resolution shall come into force with effect from 1 August Two thousand and nineteen.

For and on behalf of the University Court

SARAH SMITH

University Secretary

UNIVERSITY OF EDINBURGH

Draft Resolution of the University Court No. 9/2019

Foundation of a Personal Chair of Numerical Analysis

At Edinburgh, the Seventeenth day of June, Two thousand and nineteen.

WHEREAS the University Court deems it expedient to found a Personal Chair of Numerical Analysis:

THEREFORE the University Court, after consultation with the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act, 1966, with special reference to paragraph 5 of Part II of Schedule 2 to that Act, hereby resolves:

1. There shall be a Personal Chair of Numerical Analysis in the University of Edinburgh.
2. The patronage of the Chair shall be vested in and exercised by the University Court of the University of Edinburgh.
3. Notwithstanding the personal nature of this Chair, the terms and conditions of appointment and tenure which by Statute, Ordinance and otherwise apply to other Chairs in the University shall be deemed to apply in like manner to the Personal Chair of Numerical Analysis together with all other rights, privileges and duties attaching to the office of Professor.
4. This Resolution shall come into force with effect from 1 April Two thousand and nineteen.

For and on behalf of the University Court

SARAH SMITH

University Secretary

UNIVERSITY OF EDINBURGH

Draft Resolution of the University Court No. 10/2019

Alteration of the title of the Chair of Black Studies

At Edinburgh, the Seventeenth day of June, Two thousand and nineteen.

WHEREAS the University Court deems it expedient to alter the title of the Chair of Black Studies founded by Resolution 56/2016;

AND WHEREAS paragraph 5 of Part II of Schedule 2 to the Universities (Scotland) Act 1966, provides that the University Court may, after consultation with the Senatus Academicus and with the consent of the incumbent and patrons, if any, alter the title of existing professorships;

AND WHEREAS the Chair dealt with in this Resolution is in the patronage of the University Court itself:

THEREFORE the University Court, after consultation with the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act, 1966, with special reference to paragraph 5 of Part II of Schedule 2 to that Act, hereby resolves:

1. The Chair of Black Studies shall hereafter be designated the Chair of United States and Atlantic Studies.
2. This Resolution shall come into force with effect from 1 March Two thousand and nineteen.

For and on behalf of the University Court

SARAH SMITH

University Secretary

UNIVERSITY OF EDINBURGH

Draft Resolution of the University Court No. 12/2019

Foundation of a Chair of Design Informatics

At Edinburgh, the Seventeenth day of June, Two thousand and nineteen.

WHEREAS the University Court deems it expedient to found a Chair of Design Informatics

THEREFORE the University Court, after consultation with the Senatus Academicus and in exercise of the powers conferred upon it by Section 3 of the Universities (Scotland) Act, 1966, with special reference to paragraph 5 of Part II of Schedule 2 to that Act, hereby resolves:

1. There shall be a Chair of Design Informatics in the University of Edinburgh.
2. The patronage of the Chair shall be vested in and exercised by the University Court of the University of Edinburgh.
3. This Resolution shall come into force with effect from 1 August Two thousand and nineteen.

For and on behalf of the University Court

SARAH SMITH

University Secretary

The University of Edinburgh

Senate

7 – 15 May 2019

Membership of Senate 2019/20

Executive Summary

The paper informs Senate of its new members. Student representatives will be reported at the beginning of the next academic session.

How does this align with the University/College/School/Committee's strategic plans and priorities?

N/A.

Action requested

Senate is invited to note and welcome its new members.

How will any action be implemented and communicated?

New members will receive a welcome email and an invitation to an induction event prior to the beginning of the Senate meeting cycle 2019/20.

Resource/Risk/Compliance

1. Resource Implications

N/A

2. Risk Assessment

N/A

3. Equality and Diversity

Elected members were elected from specific categories, i.e. a pre-defined constituency. Within these pre-defined constituencies no barriers to election to Senatus were found.

4. Freedom of Information

Open

Any Other Relevant Information

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the membership will be deemed approved. In this context any comments on this paper should be emailed to Senate.Support@ed.ac.uk quoting "comment on e-S 18/19 3 E". These comments will be added verbatim at <http://edin.ac/18tbekG>

Originator of the paper

Senate Secretariat
May 2019

Membership of Senate 2019/20

Readers, Senior Lecturers, and Lecturers

The following have been elected or re-elected by their College for a period of one year from 1 August 2019 to 31 July 2020.

Arts, Humanities and Social Sciences

Dr R Calabrese	School of Business
Dr D Evenson	Social and Political Science
Dr D Grumett	Divinity
Dr S Lamont-Black	Law
Ms K Macfarlane	Law

Medicine and Veterinary Medicine

Mr B Allan	Edinburgh Medical School
Ms T Liuti	Royal (Dick) School of Veterinary Studies
Dr O Ogunbayo	Clinical Sciences
Dr C Phillips	Royal (Dick) School of Veterinary Studies
Dr T Schwarz	Royal (Dick) School of Veterinary Studies
Dr M Stefan	Biomedical Sciences

Science and Engineering

Dr A McCormick	Biological Sciences
Dr N Tuzi	Biological Sciences
Dr M Wear	Biological Sciences

University Tutors, Demonstrators and Academic Research Staff

The following have been elected or re-elected for a period of one year from 1 August 2019 to 31 July 2020.

J Ainslie	Law
E Duncan	Law
S Duncan	Law
C Eleftheriou	Biomedical Sciences
M Feldmeier	Mathematics
E Harper	Law
K Nash	Law
P Navarro	Molecular, Genetic and Population Health Sciences
K Reece	Social and Political Science
D Tse	Biomedical Sciences
S Warwick	Law

Ex Officio Members

The following College Office bearers have been nominated under Ordinance 204, section 6(i)(b)1:

Arts, Humanities and Social Sciences

Dr J Crang	Dean of Students
Dr S Rolle	Dean of Undergraduate Studies
Dr S Benjamin	Associate Dean Quality Assurance
Dr L Kendall	Head of Academic and Student Administration

Medicine and Veterinary Medicine

Dr G Pearson	Dean of Students
Dr S Argyle	Director of Veterinary Medical Admissions
Dr D Kluth	Director of Undergraduate Medical Teaching
Dr P Larkman	Director of Teaching, Biomedical Teaching Organisation
Dr Sarah Henderson	Director of Postgraduate Taught

Science and Engineering

Dr A Maciocia	Dean of PGR Students
Dr N Shortt	Dean of Diversity and Inclusion
Dr G Spittle	Dean of Innovation
Dr L Kirstein	Dean of Quality Assurance and Culture
Mr S Warrington	Dean of Student Experience

Student Associate Members

The following are the Associate Members nominated by the Students' Association to serve for the academic year 2019/20:

President	Andrew Wilson
Vice-President, Education	Steph Vallencey
Vice-President, Welfare	Oona Miller
Vice-President, Community	Rosheen Wallace
Vice-President, Academic Affairs	Beth Fellows

Student Council Members and School Members will be confirmed at a later date.

The University of Edinburgh

Electronic Senate

7 – 15 May 2019

College Academic Management Structures 2019/20

Executive Summary

The paper lists the College Academic Management Structures for 2019/20.

How does this align with the University/Committee's strategic plans and priorities?

N/A

Action requested

The Senatus is invited to note the paper.

Resource/Risk/Compliance

1. Resource Implications
These will have been considered by each College when deciding on their College Academic Management Structures for 2019/20.
2. Risk Assessment
None included
3. Equality and Diversity
Not relevant.
4. Freedom of Information
This is an open paper.

Any Other Relevant Information

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the paper will be deemed approved. In this context any comments on this paper should be e-mailed to Senate.Support@ed.ac.uk quoting "comment on e-S 18/19 3 F." These comments will be added verbatim at <http://edin.ac/18tbekG>.

Originator of the paper

Senate Secretariat
May 2019

College Academic Management Structures 2019/20

For information

Arts, Humanities & Social Science

Head of College	Vice-Principal Professor D Miell
Dean of Research	Professor C Boswell
Deputy Dean of Research	Professor E Hollis (ECA)
Dean of Undergraduate Studies	Dr S Rolle
Dean of Postgraduate Studies	Professor S Bowd
Dean of Students	Dr J Crang
Dean International	Professor C Clark
Associate Dean (Student Conduct)	tbc
Associate Dean (Recruitment and Admissions Strategy)	Dr J Crang
Associate Dean (Academic Progress)	Dr P Norris
Associate Dean (Quality Assurance and Enhancement)	Dr S Benjamin
Associate Dean (Research, Knowledge Exchange and Impact)	Dr J Cross
Associate Dean (Research Ethics and Integrity)	Professor C Reid
College Registrar	Dr C Martin

Medicine & Veterinary Medicine

Head of College	Vice-Principal Professor M Whyte
Deputy Head of College	Professor D Argyle
Head of the Edinburgh Medical School	Professor M Whyte
Director of Undergraduate Learning and Teaching	Professor N Turner
Dean of Postgraduate Research	Professor R Semple
Director of Postgraduate Taught	Dr S Henderson
Director of Quality Assurance	Dr C Phillips
Dean of Students	Dr G Pearson
Dean of Research	Professor C French-Constant
Dean International	Professor R Reynolds
College Registrar	Dr C Elliott

Science & Engineering

Head of College	Vice-Principal Professor D Robertson
Dean of Learning and Teaching	Professor J Hardy
Dean of Student Experience	Mr S Warrington
Dean of PGR Students	Dr A Maciocia
Dean of Research	Professor A Mount
Dean, International – Students	Professor T Bruce
Dean, International – Partnerships	Professor N Robertson
Dean of Quality Assurance and Culture	Dr L Kirstein
Associate Dean (e-Research)	Professor M Parsons
Dean of Academic Excellence	Professor D Leach
Dean of Diversity and Inclusion	Dr N Shortt
Dean of Innovation	Dr G Spittle
College Registrar	Dr D B Nelson

The University of Edinburgh

Electronic Senate

7 – 15 May 2019

Report from the Knowledge Strategy Committee

Executive Summary

To update Senate on certain matters considered by the Knowledge Strategy Committee at its meeting on 22 March 2019.

How does this align with the University / Committee's strategic plans and priorities?

Not applicable.

Action requested

Senate is invited to note the report.

How will any action agreed be implemented and communicated?

Not applicable.

Resource / Risk / Compliance

1. Resource implications (including staffing)

Where applicable, as covered in the report.

2. Risk assessment

Where applicable, as covered in the report.

3. Equality and Diversity

Where applicable, as covered in the report.

4. Freedom of information

This paper is open.

Any other relevant information, including keywords

Knowledge Strategy Committee

A comment need only be submitted to raise an objection/suggest corrections. If no comments are received the minutes will be deemed approved. In this context any comments on this paper should be e-mailed to Senate.Support@ed.ac.uk quoting "comment on e-S 18/19 3 G." These comments will be added verbatim at <http://edin.ac/18tbekG>

Originator of the paper

Dr Lewis Allan, Head of Court Services, May 2019

REPORT FROM THE KNOWLEDGE STRATEGY COMMITTEE

22 March 2019

1 Artificial Intelligence & Data Ethics Advisory Board

The Vice-Principal High Performance Computing provided an overview of the Artificial Intelligence (AI) & Data Ethics Advisory Board, intended to:

- establish an ethical framework, comprising clear guiding principles and robust processes for data governance and use;
- assist existing University ethics bodies to improve their competence in dealing with AI and data use issues;
- monitor compliance by the University and its partners with the ethical framework, and with any other relevant processes and regulations;
- encourage a culture that is aware of the ethical and societal implications, informs and contributes to public debate, and promotes responsible research and innovation; and,
- provide strategic advice on how the University can be a global leader in the ethical development and use of AI and data science.

The Committee raised the following points: how the Board would interact with School-level ethics committees, with the Board established to consider new ethical problems and not duplicate existing work; building a repository of answers to frequently asked questions from staff and students, noting that the Board is not resourced as yet; progress with the consultation on monitoring study space usage and that an arms-length body including external members may be useful for oversight of some aspects of University research in this area. A further update was requested in due course.

2 Core Systems Update

The Deputy Chief Information Officer presented an update on the Core Systems procurement programme to replace HR, Finance, Payroll and Procurement systems. A winning bidder has been agreed within the planned timescale, with due diligence workshops with subject matter experts underway and a final contract award expected in April. Members asked if any lessons learned from the process to date have been identified, with the logistical challenge of organising 156 due diligence workshops over a 9 week period the key learning point. It was noted that the HR and Finance strands of the Service Excellence Programmes were established before the Core Systems procurement to aid the development of systems requirements.

3 Information Services Group Plan 2019-22

Key elements of the Information Services Group (ISG) Plan for 2019-22 were reviewed. The Deputy Secretary Strategic Planning provided context on the University's medium term planning, the uncertain external environment and the intention to increase contributions from across the University budget areas for reinvestment in key priorities. The Chief Information Officer noted pressures on the ISG budget from the increased contribution requested and increased costs of provision of many services, including software licensing increases, replacement of an obsolescent programming language used in many University applications and higher employer USS pension contributions.

The Committee discussed:

- Ensuring that any changes in centrally-provided services do not lead to an increased proliferation of locally-provided services in mitigation, with an already highly-developed level of Information Technology expenditure compared to peer institutions;
- The potential for consolidating IT expenditure centrally to generate cost savings;
- Generating cost savings while minimising any potential effect on the student experience;
- The implementation of a post approval process with Chief Information Officer sign-off for all ISG staff recruitment was welcomed; and,
- A glossary of acronyms would be helpful for committee members.

4 Information Security Update

A regular update on Information Security risk management activity was reviewed. The proposed purchase of password manager software to provide enhanced protection before an upgrade of the University's authentication service (EASE) was discussed – with queries on whether the company or the University would hold responsibility for assisting staff and students experiencing problems with the service, how the service would accommodate individuals with dual staff and student credentials and managing those moving between staff, student and alumni categories.

5 Plan S Update

An update on the initiative from predominantly European funding agencies to accelerate the transition to full and immediate open access to research publications was reviewed. It was noted that, while many universities have raised strong concerns on the implementation date of 1 January 2020 and consequent short time period to prepare, an early 2020 implementation date remains favoured by the coalition of funders. Universities are continuing to consult with the coalition of funders. The University of Edinburgh's consultation response was supportive in principle but with a number of specific changes requested. A further update was requested for the next meeting.

6 Academic Engagement with Collections

A report on the depth and breadth of academic engagement with the Centre for Research Collections was considered. Programmes to enhance student employability were welcomed, including student placements, with further work requested on encouraging student placements with University suppliers.

7 Projects and Ongoing Activities Update

The lecture recording update was discussed, with 85% of centrally allocated teaching rooms (over 300 in total) now enabled for lecture recording. It is proposed for the next phase will focus on equipping conference areas used for large public lectures and similar events rather than the remaining small teaching rooms used for discussion-based seminars that are less suitable for recording. It was noted that students used to lecture recording in the early years of an undergraduate degree should be made aware that this may not continue in seminars at honours level. Masters level students on courses taught in smaller rooms may expect to have teaching in these rooms recorded and smaller rooms which have lecture recording equipment installed can be booked. The Committee welcomed the extent of lecture recording taking place, one of the highest in the Russell Group, with the figures to be kept under review and any examined in detail for any anomalies.

The University of Edinburgh

Electronic Senate

7 - 15 May 2019

Dates of Meetings of Senate 2019/20

Senate Meetings

Members are asked to note that the Senate will meet on the following dates during the next academic session:

Wednesday 2 October 2019, venue to be confirmed
Wednesday 5 February 2020, Informatics Forum, Crichton Street
Wednesday 27 May 2020, venue to be confirmed

All meetings are scheduled to begin at 2.00 p.m.

Electronic Senate Meetings

Electronic Senate business will be conducted between the following dates during the next academic session:

Tuesday 10 September – Wednesday 18 September 2019
Tuesday 14 January – Wednesday 22 January 2020
Tuesday 5 May – Wednesday 13 May 2020

Members will be sent a link as usual to the electronic business when each E-Senate opens.

Deadline for Agenda Items

The table below sets out the deadline for agenda items and papers for submission to Senate meetings.

Meeting	Deadline for Papers
September E Senate	Friday 6 September
2 October Senate	Monday 23 September
January E Senate	Friday 10 January
5 February Senate	Monday 27 January
May E Senate	Friday 1 May
27 May Senate	Monday 18 May

It is helpful to have early notification of any likely Senate agenda items. The Senate Secretariat (senate.support@ed.ac.uk) can advise on whether proposed business should be conducted via the electronic Senate or at a Senate meeting.