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Meeting: SCHOOL OF MANAGEMENT  
BOARD OF STUDIES

Date and Time: Wednesday 13 November 2024, 14:15pm

Venue: Remote – via MS Office TEAMS

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**Present:**

Prof S PAVELIN (Chair)  
Dr I CRAWFORD  
Dr C DIMOS  
Dr J ELLIS-BRUSH  
Prof G ERDOGAN  
Prof R JACKSON  
Prof R KAMM  
Mrs D MAHIL  
Dr F MUGHAL  
Ms T NEATHWAY  
Prof S PASCU  
Dr T QIU  
Mr S SINGH (Student Representative)  
Dr T WAKELEY  
Dr S WHARTON  
Dr B YALABIK  
Dr Z YALABIK

**In Attendance:**

Ms H RHODES, Faculty Librarian, School of Management  
Ms K ELLIOTT, secretary to meeting.

**Apologies for absence were received from:**

Prof S BRAMMER, Dr P NUTTALL, Dr D JANSON, Prof A BROWN, Dr W HUANG, Prof M MACLEAN,  
Mr V TRIPATHI

## Part I Business

### **ACTION**

#### **373 Declarations of Interest**

The Chair asked for any declarations of interest concerning the business to be discussed, none were indicated.

#### **374 Minutes of the Previous Meeting**

The minutes of the meeting of the Board held on 9 October 2024 (Paper

SM24/25-049) were confirmed as an accurate record.

### 375 Matters Arising

There were no matters arising.

### 376 Chair's Business

There was no Chair's Business.

### 377 Review of Rule 2 – Conduct of Examinations

The members of the Board reviewed the proposed revisions to Rule 2 – Conduct of Examinations (Paper SM24/25-050).

Members noted the new point 7 *The location and mode of exam will normally be the same for supplementary assessment as for the original assessment.* Members noted the requirement for students to complete in-person supplementary examinations at Bath and that this was contrary to the Sustainability Compliance requirements. The Associate Dean Education noted that there were ongoing discussions within the School as to whether it would be desirable to consider a review of supplementary assessment (as currently recorded on unit templates) to move away from the default "like for like". He noted that students with deferrals and those with supplementary assessments on the same unit would need to be treated differently during the supplementary period. This means that deferrals would still need to be undertaken as examinations whilst supplementary students could receive an alternative assessment. The Board agreed that the main concern remains the academic integrity of the assessment set.

Members asked for clarity with regard to point 9a **Open-24: An exam that is set within a 24-hour window with no designated exam work time restriction other than the start time at the beginning and the final deadline at the end of the 24-hour window.** When is such an arrangement an examination and when is it coursework (as the Rule 2 statement does not seem to match detail in the Assessment Taxonomy). There was debate with regard to what constituted "open book" with members from different Faculties seeking advice on how best to manage this type of examination.

Whilst not part of the proposal under consideration, the Board noted that there were discussions taking place regarding the use of 'professional' invigilators. Members of the Board were strongly in favour of using paid, professionals to undertake this role. It was noted that grade 5 course support staff (administrators) do not have the capacity nor the authority to take on the Chief Invigilator role. Members discussed the employment of research students to undertake invigilation and were keen to retain this possibility for Assistant Invigilation; members suggested that the current discussion should reflect on whether research students might also be considered for Chief Invigilation's roles.

**AGREED:** Comments on the proposed Rule 2 to be forwarded to Academic Registry.

Sec

**378 Stage 1 Strategic Approval – BSc Finance, BSc Finance with placement year**

The Board considered strategic approval of new courses: BSc Finance and BSc Finance with placement year (Paper SM24/25-051).

The proposed courses have similar structures to existing, established, School undergraduate courses. Competitor institutions have undergraduate finance courses, and this proposal will fill a gap in our portfolio. The Board noted that other undergraduate courses in the School's portfolio are recruiting well, however this is mainly with home students. The proposed courses are expected to attract more overseas applicants.

**AGREED:** The Board recommends these new courses for strategic approval by the Academic Programmes Committee.

**Sec**

**Part II Business**

**379 Membership of sub-committees of the Board of Studies**

The Board received the members of the School's Accreditation Sub-committee for 2024/25 session (Paper SM24/25-052).

**Part III Business**

**380 School Committees**

- a The Board received the minutes of the **School Learning, Teaching and Quality Committee** held on 16 October 2024 (Paper SM23/24-053).
- b The Board received the minutes of the **School Research and Knowledge Exchange Committee** held on 11 September and 22 October 2024 (Paper SM23/24-054).
- c Minutes of the School's **MBA Staff Student Liaison Committee** held on 28 June 2024 (Paper SM23/24-055).

**Part IV Business**

**381 Any Other Business**

There was no other business.

*The meeting then proceeded to reserved business.*