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**Annual Monitoring of Research Degree Provision**

The Annual Monitoring of research degree provision provides Schools with the opportunity to reflect on and evaluate the effectiveness of their research degree provision. It allows Schools to consider ways to enhance their research degree offering and provides an effective mechanism for identifying areas of opportunity and also areas of potential risk.

In completing this form, please use and make reference to the following sources of evidence:

* Progress Review Forms
* Student data from SITS

Views of students should be incorporated, as appropriate, into each section of the response.

|  |  |
| --- | --- |
| Academic Year Being Monitored: |  |
| School: |  |

|  |  |
| --- | --- |
| Form Completed By: |  |
| Date: |  |

|  |  |
| --- | --- |
| Total Number of MPhil/PhD Students |  |
| Total Number of Professional Doctorate Students |  |

|  |  |
| --- | --- |
| Number of MPhil/PhD Students on Pre 15-16 Regulations |  |
| Number of MPhil/PhD Progress Review Forms considered (Pre 15-16 forms) |  |

|  |  |
| --- | --- |
| Number of MPhil/PhD Students on Post 15-16 Regulations (but pre 2019 regulations) |  |
| Number of MPhil/PhD Progress Review Forms considered (post 15-16 forms) |  |

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| --- | --- |
| Number of MPhil/PhD Students on 2019 regulations |  |
| Number of MPhil/PhD Progress Review Forms considered (2019 regulations) |  |

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| Number of Professional Doctorate Progress Review Forms considered |  |

1. **Research Environment**

Please evaluate the strengths and weaknesses of your School’s (Physical and Intellectual) research environment. Please comment on areas such as:

* The size of the research community and plans for future developments
* The integration of research students into the broader research community (both within your School and the University as a whole)
* The quality of, and student access to, resources which impact on the research environment e.g. IT, laboratories, library etc
* The student experience and opportunities for interaction with other research students
* Indicators of notable research output

Also please discuss any changes to the research environment that have taken place in the previous year and their impact and summarise any proposed changes for the next academic year

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1. **Selection, Admission and Induction of Students**

Please comment on and consider the following:

* Effectiveness of School admission processes and procedures
* Breakdown of admission (sex, nationality etc) and possible reasons for this
* Effectiveness of School and University Induction procedures
* Any known obstacles to growth and future recruitment

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1. **Supervision**

Please comment on and consider the following:

* Supervisor workloads and the effectiveness of team supervisory arrangements
* School and University support, training and guidance for supervisors
* The effectiveness of student supervisor meetings; whether meetings have been taking place in line with University policy; is there documented evidence of these meetings

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1. **Progress and Review Arrangements**

Please comment on and consider the following:

* The effectiveness of policies and procedures for the management of progress and review arrangements including student-supervisor meetings and Progress Reviews.
* Any action taken as a result of instances where progress was deemed to be unsatisfactory

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1. **Student Feedback and Representation**

Please comment on and consider the following:

* Student feedback mechanisms that are in place and their effectiveness.
* Any issues arising from student questionnaires
* Student representation at research committees

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1. **Complaints and Appeals**

Please comment on and consider the following:

* The availability and effectiveness of guidance for staff and students on informal and formal complaints and appeals procedures.
* The number of appeals and complaints received and a comparison to previous year(s).
* Any trends in the nature of appeals or complaints.

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1. **Completions**

Please comment on and consider the following:

* Submission rates
* The number of completions and comparison to previous year(s).

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1. **Employability**

Please comment on and consider the following:

* Employability related skills training provided or to be provided in future
* Feedback from employers or sponsors
* The employment destinations of recent graduates
* Any placement opportunities available to or undertaken by students

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1. **Student Development Opportunities**

Please comment on and consider the following:

* Researcher Development Programme and other development opportunities available for students

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1. **Supervisor Development Opportunities**

Please comment on and consider the following

* Development opportunities for supervisors and other members of research active staff

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**Summary of Issues Highlighted by Annual Monitoring**

Please summarise the overall top 3 successes highlighted through this monitoring process

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| 1. |
| 2. |
| 3. |

Please summarise the top 3 priorities for action highlighted through this monitoring process.

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| --- |
| 1. |
| 2. |
| 3. |

**Action Plans**

**ACTION PLAN FROM THE PREVIOUS YEAR**

Please append the action plan from last year’s form with the progress column completed. If any actions have not yet been completed please transfer them to this year’s action plan.

**ACTION PLAN FOR THE ACADEMIC YEAR 19/20**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No**. | **Action**  Please state clearly the action required. | **Section No**.  Where in the form was this raised. | **Indicator of Success**  How will the team assess whether the action has been successful. | **By Whom**  Who will carry out the action. | **By When**  Please give an estimated month | **Progress**  Please complete through the year as progress is made. |
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**Data**

**Student Numbers as 31/07/2020**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Student Numbers | MPhil | MPhil/PhD | PhD | PhD by PW | Professional Doctorate | Total |
| Enrolled |  |  |  |  |  |  |
| Students whose registration has been suspended |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |

**Student Population as 31/07/2020**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Student Numbers | MPhil | MPhil/PhD | PhD | PhD by PW | Professional Doctorate | Total |
| Number of Male Students |  |  |  |  |  |  |
| Number of Female Students |  |  |  |  |  |  |
| Number of UK Students |  |  |  |  |  |  |
| Number of EU Students |  |  |  |  |  |  |
| Number of Overseas Students |  |  |  |  |  |  |
| Number of Part Time Students |  |  |  |  |  |  |
| Number of Full Time Students |  |  |  |  |  |  |

**Applications (Received from 01/08/2019 to 31/07/2020)**

|  |  |
| --- | --- |
| Total number of applications received |  |
| Applications converted into registered students |  |
| Number of Male Applicants |  |
| Number of Female Applicants |  |
| Number of UK Applicants |  |
| Number of EU Applicants |  |
| Number of Overseas Applicants |  |

**Submission Rates**

The table below shows the times taken, on average, to reach the submission of thesis stage from registration

|  |  |  |
| --- | --- | --- |
| **Category of Student** | **Number of Students** | **Time taken** |
| MPhil Students who submitted as full time students |  |  |
| MPhil Students who submitted as part time students |  |  |
| MPhil to PhD Students who submitted as full time students |  |  |
| MPhil to PhD Students who submitted as part time students |  |  |
| Direct PhD students who submitted as full time students |  |  |
| Direct PhD students who submitted as part time students |  |  |
| PhD by Published Work students who submitted as full time students |  |  |
| PhD by Published Work students who submitted as part time students |  |  |
| Professional Doctorate students who submitted as full time students |  |  |
| Professional Doctorate students who submitted as part time students |  |  |

**Withdrawals (from 01/08/2019 to 31/07/2020)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Student Numbers | MPhil | MPhil/PhD | PhD | PhD by PW | Professional Doctorate | Total |
| Withdrawals |  |  |  |  |  |  |

**Student Completions (from 01/08/2019 to 31/07/2020)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Completions | MPhil | PhD | PhD by PW | Professional Doctorate | Total |
| Number of thesis submissions |  |  |  |  |  |
| Number of completions with a straight pass |  |  |  |  |  |
| Number of completions with revisions |  |  |  |  |  |
| Number of resubmissions |  |  |  |  |  |
| Number of resubmissions as re-registrations to MPhil |  |  |  |  |  |
| Number of failures |  |  |  |  |  |

**Number of Appeals / Complaints (from 01/08/2019 to 31/07/2020)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Appeals / Complaints | MPhil | MPhil/PhD | PhD | PhD by PW | Professional Doctorate | Total |
|  |  |  |  |  |  |  |

**Student Numbers 2019/20 and Preceding Years**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Number of Students** (as at 31 July) | | | | | | |
|  | MPhil | MPhil/PhD | Direct PhD | PhD by PW | Professional Doctorate | Total |
| 2015/2016 |  |  |  |  |  |  |
| 2016/2017 |  |  |  |  |  |  |
| 2017/2018 |  |  |  |  |  |  |
| 2018/2019 |  |  |  |  |  |  |
| 2019/2020 |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Number of Conferments** (as at 31 July) | | | | | | |
|  | MPhil | MPhil/PhD | Direct PhD | PhD by PW | Professional Doctorate | Total |
| 2015/2016 |  |  |  |  |  |  |
| 2016/2017 |  |  |  |  |  |  |
| 2017/2018 |  |  |  |  |  |  |
| 2018/2019 |  |  |  |  |  |  |
| 2019/2020 |  |  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| **Number of Withdrawals** (as at 31 July) | | | | | | |
|  | MPhil | MPhil/PhD | Direct PhD | PhD by PW | Professional Doctorate | Total |
| 2015/2016 |  |  |  |  |  |  |
| 2016/2017 |  |  |  |  |  |  |
| 2017/2018 |  |  |  |  |  |  |
| 2018/2019 |  |  |  |  |  |  |
| 2019/2020 |  |  |  |  |  |  |