



Calendar 2003-04

UNIVERSITY
of
GLASGOW

FACULTY OF SOCIAL SCIENCES

DEAN: Professor A Muscatelli MA PHD FRSA

Chief Adviser of Studies: Mr J W Lewis MSc

DATES OF SEMESTERS

Semester 1: 30th September 2003 - 23rd January 2004

Christmas Vacation: 22nd December 2003 - 9th January 2004

Semester 2: 26th January 2004 - 4th June 2004

Spring Vacation: 22nd March 2004 - 9th April 2004

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I UNDERGRADUATE ENTRY

Before applying for admission to the Faculty of Social Sciences, all applicants should consult the most recent edition of the University's *Undergraduate Prospectus*. The *Prospectus* sets out the normal qualifications required for admission, describes the application procedure, summarises the degree regulations and courses offered, and gives general information about the University.

The *Prospectus* is available in most U.K. schools, or it may be obtained from The Registry, University of Glasgow, Glasgow, Scotland G12 8QQ.

II APPEALS BY STUDENTS

The Senate is charged by the Universities (Scotland) Acts with a duty to superintend the teaching of the University. This is understood to include examining. The Senate has authorised the establishment of Faculty Appeals Committees to hear appeals in the first instance, as specified in the Code of Procedure for Appeals to a Faculty Appeals Committee.

A student may further appeal from the decision of the Faculty Appeals Committee to the Senate.

Any appeal giving all the grounds of that appeal must be despatched in writing to the Clerk of the Faculty, or to the Clerk of Senate, as appropriate, within 14 days of the intimation to the student of the decision against which he or she is appealing.

Students are advised to consult the Clerk/Secretary of the relevant Faculty before lodging an appeal to the Faculty Appeals Committee and the Head of the Senate Office, before lodging an appeal to the Senate Appeals Committee.

The Code of Procedure for Appeals to a Faculty Appeals Committee and the Code of Procedure for Appeals to the Senate are set out in that section of the University *Calendar* entitled 'University Fees and General Information for Students', which is available either from the Faculty Office or The Registry enquiry office in the University.

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III DEGREE OF MASTER OF ARTS

The degree of Master of Arts (Social Sciences) is governed by a Resolution of the University Court which at the date of going to press had not come into effect. The provisions of the Resolution are as follows:

- 1 The degree of Master of Arts (Social Sciences) may be conferred by the University of Glasgow in the Faculty of Social Sciences as a degree in such designations as may be prescribed by Regulations.
- 2 The Senate will make Regulations governing the award of the degree which are subject to the approval of the University Court. These shall be stated under 'Regulations' below.
- 3 The degree may be offered as a General Degree and an Honours degree and the early exit awards of Diploma of Higher Education and Certificate of Higher Education are also included in the Regulations.

Regulations

The section of the University Regulations: *University Fees and General Information for Students* applies to all students and sub-sections therein relate directly and indirectly to academic study; for example the Code of Assessment, Faculty Appeals Code and Senate Appeals Code. The following degree regulations are an extension of these regulations.

1 Duration of Degree Study

Study in the University of Glasgow

- 1.1 The curriculum for the General Degree of Master of Arts (Social Sciences)* shall extend over not less than three academic sessions of full-time study or not less than four academic sessions for part-time study.

* subject to the approval of the Academic Regulations Committee

The curriculum for the Degree of Master of Arts (Social Sciences) with Honours shall extend over not less than four academic sessions of full-time study or not less than seven but not normally more than ten academic sessions of part-time study

Recognition of Study in other Faculties, Universities and Institutions of Tertiary Education and secondary level qualifications

- 1.2. A candidate who has, as part of the curriculum for a degree in another faculty of the University, attended courses and

obtained credits which qualify towards the Degree of Master of Arts of the Faculty of Social Sciences, if admitted by transfer to the Faculty of Social Sciences, and if not concurrently seeking a degree in the other faculty, may be permitted to count such attendance given and credits obtained as qualifying towards the Degree of Master of Arts of the Faculty of Social Sciences; and may be exempted by the Faculty of Social Sciences from not more than two years' attendance in the Faculty of Social Sciences, subject to such conditions as the Faculty may prescribe in each case.

- 1.3. A candidate who has attended courses and obtained credits in another institution of higher education approved by the University Court on the recommendation of the Senate, may be allowed to count such attendance given and credits obtained as qualifying towards the Degree of Master of Arts of the Faculty of Social Sciences of this University provided that the Senate is satisfied that the content and standard of any course, or combination of courses, and associated credits to be recognised are equivalent to a corresponding course, or combination of courses, and credits qualifying for the Degree of Master of Arts of the Faculty of Social Sciences; but any such candidate shall attend qualifying courses in the University of Glasgow for at least two sessions including the final year of his / her curriculum.
- 1.4. A graduate of any other faculty of the University or of another institution of higher education approved by the University Court on the recommendation of the Senate who seeks admission directly to Honours study may be allowed to count such attendance given and credits obtained as qualifying towards the Degree of Master of Arts of the Faculty of Social Sciences provided that:
 - (a) the Senate is satisfied that the content and standard of any course, or combination of courses, and associated credits to be recognised are equivalent to a corresponding course, or combination of courses, and credits qualifying for the Degree of Master of Arts of the Faculty of Social Sciences;
 - (b) recognition is limited to the equivalent of such courses and associated credits as satisfy the normal requirements of the Faculty and Departments for admission to Honours.
- 1.5. (a) A student who has, at first presentation for the examination, obtained a General Certificate of Education Advanced Level pass
 - (i) at Grade A or B in a subject in Group A
 - (ii) at a grade in a Group B subject as specified in the provisions of the Faculty in which the corresponding department is locatedmay be exempted from the Level 1 course in that subject, provided that the Head of Department concerned has given approval and that the student has given consent. Not more than two such exemptions shall be granted. Exemption may also be granted to students holding certain overseas qualifications approved for this purpose by the Senate, provided that the Senate is satisfied that the standard of attainment is equivalent to a GCE Advanced Level pass at the appropriate grade.
 - (b) A student granted exemption from a Level 1 course shall be eligible to count such exemption as fulfilling the prerequisites for entry to a Level 2 course.
 - (c) A student granted exemption shall not be entitled to the award of credits in respect of the Level 1 course from which he or she has been exempted and may not count such a course as a qualifying course for the degree.

2 General Structure and Assessment of Degree

- 2.1. The curriculum for the Degree of Master of Arts of the Faculty of Social Sciences shall comprise qualifying credit-bearing courses. The minimum requirement for the award of the degree is expressed in terms of subjects taken, the level of the courses, credits accumulated and the weighted average of the grade points derived from the grades awarded by the examiners of each course.
- 2.2. (a) Courses taught within the Faculty of Social Sciences will bear the following credits:

| | | |
|--------------------------------|--------------|------------------|
| Levels 1 and 2 | Part session | 10 or 20 credits |
| Levels 1 and 2 | Full session | 40 credits |
| Level 3 Special | | 60 credits |
| Applied Social Sciences Course | | 60 credits* |

* subject to the approval of Senate

Subject to the approval of their Adviser of Studies, students may elect to exit at mid-session from Level 1 or 2 full session courses and thereby become eligible to obtain 20 credits.

 - (b) Courses taught within another faculty of the University will bear the number of credits determined by that faculty.

(c) A qualifying course shall bear a minimum of 10 credits.

2.3 A course (module) shall contribute to the credits required for a graduating curriculum only if a candidate's performance in the corresponding overall assessment results in the award of grade points in accordance with the prevailing Code of Assessment. The minimum requirement for the award of grade points shall be specified by a department and given to students at the beginning of the course (module). This requirement shall normally include:

(a) a specified minimal level of compliance with departmental instructions in terms of attendance and completion of work; a student who fails to comply shall normally be refused credit for the course (module)

(b) a specified minimal level of performance in the assessment scheme of the course (module).

Recognised Qualifying Modules

2.4. Group A

The following courses constitute Group A:

(a) Levels 1, 2 and 3 courses in the following subject areas:

Anthropology
Business & Management
Central & East European Studies
Economic & Social History
Economics
Geography
Philosophy
Politics
Psychology¹
Social Policy
Sociology

(b) Applied Social Sciences

(c) Business Reporting and Finance Management*

Management Accounting and Finance 1*

Elements of Law for Engineers*

Business Law 1*

Environmental Law*

Scots Law in the Western European Legal Tradition*

* subject to the approval of Senate

Group B

A Group B course is any course other than those in Group A, which qualifies for graduation in another faculty of the University. Entry will be under such conditions as may be prescribed for Social Sciences students by the appropriate Faculty. The Faculty of Social Sciences shall determine in any cases of doubt whether or not a course qualifies under this regulation.

Existence of Pre-requisites and Co-requisites

2.5. Unless exception is made in the *Catalogue of Courses*, progression to a Level 2 or 3 course will be granted only to those students awarded grade D or better in the corresponding Level 1 or Level 2 course. Where there are other pre-requisites to entry these shall be stipulated in the *Catalogue of Courses*.

Approval of Curricula

2.6. All students in the Faculty of Social Sciences must have their curricula approved by an Adviser of Studies.

Minimum requirement for the award of credits:

2.7 The minimum requirement for the award of credits for a course shall be specified by the Department concerned, and given to candidates in writing at the beginning of the course. This requirement shall normally included a specified minimum level of compliance with departmental instructions in terms of attendance and completion of work, and a specified minimum level of performance in assessed work and examinations including the end-of-course examination (if any). Normally no grade or credits shall be awarded to a candidate who has not met this minimum requirement.

¹ Students matriculated in the Faculty of Social Sciences do not have access to Level 3 Psychology in the Faculty of Science

- 2.8 Students shall be required to comply with such departmental instructions as are prescribed by the Head(s) of Department in charge of the course concerned. Such instructions may require students: to attend specified lectures, tutorials, laboratory or practical sessions, field courses, examinations and other events; to provide themselves with such books, equipment and other materials as are necessary for the course; to submit items of work, including essays, dissertations and project reports, by such dates as may be instructed. All such instructions shall be given to the students in writing at the beginning of the course concerned. Reasonable notice of any alteration to them will also be given.

Assessment

- 2.9 Assessment shall be conducted in accordance with the prevailing Code of Assessment.
- 2.10. A scheme of assessment of each Honours programme permitted under Regulation 30 shall be approved by Senate not less than one year before the diet of final examinations which the scheme requires. A scheme of assessment of an Honours programme may require or permit a single dissertation weighted at 30 credits and a single project not exceeding 30 credits to replace taught courses (modules) of the same weight. The Board of Studies in Social Sciences may approve other replacements of taught courses (modules) in respect of specific programmes.
- 2.11. (a) Candidates shall normally be required to sit any end-of-course (module) examination for a course (module) at Level 1, Level 2 or Level 3 at the first available diet after completion of the course. A candidate who does not attend that examination at the first diet, without good cause shown, shall for the purposes of these regulations have the same entitlement as a student who attends the examination and is awarded a zero mark.
- (b) (i) Full-time candidates for the degree with Honours shall take the final examination in a subject *either* in one diet on completion of the two years of study at the Honours standard *or* in two diets in respect of the courses taken in each of the two years of study at the Honours standard, as shall be determined by the department concerned and stated in the *Catalogue of Courses*.
- (ii) Part-time candidates for the degree with Honours shall take the final examination in two diets: four papers after at least two years of study at the Honours standard and four papers at the end of the final year of study at the Honours standard. Heads of Department may make alternative arrangements if required.
- (c) A candidate for the degree with Honours shall normally present himself or herself for final examination immediately upon completion of the prescribed courses (modules). However, at the discretion of a Head of Department and on grounds of illness or other good cause shown, a candidate may be permitted to delay presentation for final examination for not more than one year, in the first instance.
- (d) Except with the express approval of the Senate a candidate who has attended for examination in a subject at the Honours standard shall not attend for examination in that subject at a subsequent diet. Examiners shall have the power to require candidates for Honours to attend an oral examination.

Re-assessment in a Module

- 2.12 (a) (i) A candidate who is awarded a Grade A, B, C or D in the first diet of the end-of-course (module) examination for a course (module) at Level-1, Level-2 or Level-3 will not normally be allowed to resit the examination. Any other candidate entitled to sit the end-of-course examination shall be entitled to resit the examination, but normally only once and at the next available diet. The grade awarded as the result of the resit examination will be no higher than a Grade D and no lower than the original result.
- (ii) Notwithstanding the above, any candidate who is entitled to sit the end-of-course examination and, for the purpose of completing in that year of study a graduating curriculum for a degree, requires an improved result after the first diet of the examination, may resit the end-of-course (module) examination irrespective of the result obtained as a consequence of the first diet, but normally only once and at the next available diet. He or she may be awarded any grade, A to G, or no grade, as a result of the resit examination but the result shall be no lower than the original result; this provision will extend to courses totalling no more than 60 credit points.

3 Progress of Students

General progress requirements for all levels of the award

- 3.1. The progress of all students will be reviewed annually in respect of the Progress Requirement set out below.

Students are required to obtain the following:

- (a) From full-time study:
- (i) 80 credits at grade D or better by the end of first year;
- (ii) 160 credits, 40 of which must be at Level 2, at grade D or better by the end of second year;

- (iii) in the case of candidates for the Degree of Master of Arts (Social Sciences), a minimum of 260 credits at a grade point average of at least 10 by the end of third year;
- (iv) in the case of candidates for the Degree of Master of Arts (Social Sciences) with Honours, a minimum of 240 credits from qualifying courses at Level 1 and Level 2 at grade D or better, before entry to the Senior Honours year of study;
- (v) a graduating curriculum by the end of fourth year.

- (b) From part-time study:

The minimum attainment required of an individual part-time candidate to progress to the next year of study shall be determined by the Chief Adviser of Studies on behalf of the Faculty and communicated to the candidate at the start of the session.

- 3.2 A student whose progress is inconsistent with graduating within the maximum period of time allowed (10 years) will be excluded from further study in the Faculty.

Certificate of IT competence

- 3.3 Every candidate must normally have obtained the Certificate of Basic IT Competence in his or her first session in order to progress to subsequent sessions of study and to qualify for any award covered by these regulations.

Administration of progression

- 3.4 The academic record of any student who fails to satisfy the Progress Requirement will be examined by the Faculty Progress Committee. The Chief Adviser of Studies will submit a report to the Committee on each case and the student will be invited to make representation on his/her behalf. The Progress Committee may exclude such a student from further study in the Faculty of Social Sciences or may permit the student to continue studies subject to such conditions as the Progress Committee may determine.

Appeals against Decisions relating to the Progress of Studies

- 3.5 A student who is excluded from further study in the Faculty of Social Sciences under Regulation 22 may appeal to the Faculty Appeals Committee.

4 Specific Structure of the Degree and Sub-Degree Awards

Degree of Master of Arts (Social Sciences)

- 4.1*. A minimum graduating curriculum for the General Degree of Master of Arts (Social Sciences) must include qualifying courses comprising a minimum of 360 credits, including:

- (a) at least 200 credits from Group A, of which at least 40 must be at Level 2
- (b) at least 80 credits from courses at Level 2;
- (c) Either
 - (i) 60 credits from the Applied Social Sciences course, or
 - (ii) 60 credits from Level 3 courses in the Faculties of Arts, Science or Social Sciences.

* subject to the approval of Senate

- 4.2. A minimum graduating curriculum may not include:

- (a) more than 120 credits derived from Group B courses;
- (b) the following particular combinations:

Economics 2 and Economics for Business Administration 2
Human Biology Level 1 modules and Biology Level 1 modules
Economic & Social History 1 and Industrialisation and Society 1750-1914
Economics 1 and Introduction to Economics Parts 1 or 2
Psychology 1 and either Fundamentals of Psychology or Introduction to Social Psychology
Sociology 1 and Introduction to Sociology
Elements of Law for Engineers and Business Law 1

- 4.3. A minimum graduating curriculum for the Degree of Master of Arts (Social Sciences) requires that:

- (a) A minimum of 320 credits be obtained at grade D or above.

- (b) A minimum grade point average of 10 be obtained.

Where the candidate has accumulated more than the minimum number of credits required, the credit counted in the calculation of the grade point average shall be reduced to that minimum by discarding all or part of the credit for certain of the courses/modules in such a way as to maximise the grade point average while meeting all other requirements of the regulations.

- 4.4. The Degree of Master of Arts (Social Sciences) may be awarded with distinction or merit. Distinction will be awarded to candidates achieving a grade point average of 14 or above. Merit will be awarded to those candidates achieving a grade point average of at least 12 but less than 14. Full-time candidates for the award of merit or distinction must complete the degree within three years.

Degree of Master of Arts (Social Sciences) with Honours

- 4.5. The recognised programmes and subjects of study for the degree with Honours are as follows:

- (a) Honours in a single subject:

A programme of courses (modules) at the honours standard comprising 240 credits in a subject listed under Group A in Regulation 2.4, approved by the Board of Studies in Social Sciences and listed in Regulation 4.10(a). Up to 60 credits may be replaced by courses (modules) at the honours standard in another subject other than a foreign language, subject to the approval of both Heads of Departments.

- (b) Honours in a combination of two subjects:

A programme of courses (modules) at the honours standard comprising 120 credits in each of two subjects at least one of which shall be a subject listed under Group A in Regulation 2.4, approved by the Board of Studies in Social Sciences and listed in Regulation 4.10(b). In the case of a subject not listed under Group A the required courses and credits shall be as prescribed by the corresponding Head of Department.

- (c) Honours in a principal social science with a subsidiary language:

A programme of courses (modules) at the honours standard comprising 180 credits in a subject listed under Group A in Regulation 2.4 and 60 credits in a foreign language, approved by the Board of Studies in Social Sciences and listed in Regulation 4.10(b).

A candidate may proceed to a programme combining a Group A subject and another subject not listed in Regulation 4.10(b) subject to the approval of the Faculty of Social Sciences and the Senate.

- 4.6. (a) A full-time candidate for the degree with Honours shall complete courses of study in the single subject or in the pair of subjects or in the principal subject and the subsidiary language extending over at least three sessions, of which courses of study in two sessions shall be at the Honours standard.
- (b) A part-time candidate for the degree with Honours shall complete courses of study in the pair of subjects or in the principal subject and the subsidiary language extending over at least five sessions including at least four sessions at the Honours standard.

Where an Honours prescription permits a candidate in the Junior Honours year to take a course of study at a University abroad approved by the Senate, such a period of study shall, in the case of full-time students only, be counted as one of these two sessions.

- 4.7. (a) Before admission to Senior Honours a student shall have accumulated a minimum of 240 credits from qualifying courses at Level 1 and Level 2 awarded at grade D or better. The qualifying courses shall be selected from those listed in Regulation 2.4 and shall normally include courses totalling 160 credits at Level 1 and courses totalling 80 credits at Level 2; either 120 credits at Level 1 and 40 credits at Level 2, or 80 credits at Level 1 and 80 credits at Level 2, shall be from courses listed in Group A.
- (b) A student who transfers from another Faculty to undertake a degree with Honours available only in the Faculty of Social Sciences, will normally be required to have obtained at least 80 credits from courses selected from Group A of which at least 40 credits should be at Level 2. The Regulations should be satisfied in all other respects.
- (c) Where satisfaction of the stated prerequisites for admission to an Honours programme under Regulation 4.7(b) would otherwise require the accumulation of credits at Level 1 and Level 2 in excess of the numbers stated in (a) above, the prerequisite credits may be substituted, provided any candidate accumulates at least 120 credits at Level 1 of which 80 shall be from courses (modules) listed in Group A.

- 4.8*. A student who is awarded grade C or better in the prerequisite Level 2 course, courses or modules in a particular

subject within the Faculty of Social Sciences² shall be guaranteed an offer of admission to the corresponding Honours course, provided the other departmental requirements for admission are satisfied. Each department will ensure that students are informed of the standard of performance which guarantees an offer of admission to Honours in a particular subject. Normally, the required standard of performance will be achieved at the first attempt. Exceptionally a student who is awarded grade D may be offered admission to Honours if the department judges that in other respects the student's previous performance offers a reasonable prospect of the student reaching the minimum standard required for the award of an Honours degree. However, depending on student demand, class size may have to be limited and admission of students not achieving the guarantee requirements is subject to the availability of places in the class. In the case of a student refused admission to Honours, the Head of Department will inform the student's Adviser of Studies. A student may appeal to the Faculty Appeals Committee against such refusal of admission.

* subject to the approval of Senate

- 4.9. A candidate for the degree with Honours may elect or be required by a Head of Department to be assessed at the Level 3 Special standard after completion of the Junior Honours year. The assessment shall be by final examinations in respect of each of the courses (modules) of the Junior Honours year of the honours programme, the corresponding credits being at Level 3.

A candidate who is awarded grade D or above at the Level 3 Special standard and who satisfies the requirements of Regulation 4.7 may be permitted to proceed to assessment at the Honours standard. Credits accumulated and grade points awarded at the Level 3 Special standard shall count towards the minimum graduating curriculum for the Degree of Master of Arts (Social Sciences).

Subjects of Study for Honours

4.10. (a) Single Subjects

- Economic and Social History
- Economics
- Economics with Business Economics
- Geography
- Business & Management
- Philosophy
- Politics
- Psychology
- Social Policy
- Sociology

² These subjects will be Group A subjects, but excluding Geography, Philosophy and Psychology where the requirements for Honours entry will be specified by those departments

of Department(s) concerned, enter the third year of a specified course in this University leading to the Degree of Master of Arts (Social Sciences) with Honours. Such a candidate who is subsequently not permitted by the Head(s) of Department(s) concerned to enter the Senior Honours year of study may attempt such examinations as are required for completion of the Degree of Master of Arts (Social Sciences).

- 4.13. In respect of provisions 7 and 8, grade points will not be allocated to study outwith the University of Glasgow which is counted as qualifying towards the Degree of Master of Arts of the Faculty of Social Sciences. In respect of provisions 9 and 10 grade points may be allocated on a basis set out in terms of the corresponding Student Exchange Programme, Credit Transfer Scheme or twinning programme. Where grade points are not allocated the grade point average shall be computed over only those courses bearing grade points, notwithstanding anything to the contrary in the Schedule of Regulations.

Designated Degrees

Certificate of Higher Education (Social Sciences)

- 4.14. (a) A candidate who has completed courses totalling at least 120 credits and with a grade point average of at least 8.5 shall be eligible to receive the Certificate of Higher Education. Students who proceed to a diploma or degree will not receive a certificate.
- (b) The Certificate of Higher Education shall be awarded with Merit where the grade point average over the courses being counted for the award of the certificate is at least 12, and with Distinction where the grade point average over the courses being counted for the award of the certificate is at least 14.

Diploma of Higher Education (Social Sciences)

- 4.15. (a) A candidate who has completed courses totalling at least 240 credits, where a minimum of 80 credits have been gained from a course or courses at Level 2 or above, and where the grade point average over the 200 credits is at least 8.5, shall be eligible to receive the Diploma of Higher Education. Students who proceed to a degree will not receive a diploma.
- (b) The Diploma of Higher Education shall be awarded with Merit where the grade point average over the courses being counted for the award of the diploma is at least 12, and with Distinction where the grade point average over the courses being counted for the award of the diploma is at least 14.

Certificates (for those already holding degrees)

- 4.16 A Master of Arts (Social Sciences) of the University of Glasgow may, under conditions prescribed by Senate, be admitted to the final examination at the Honours standard in a subject or subjects recognised for the study of the Degree of Masters of Arts (Social Sciences) with Honours and if he or she is awarded Honours by the examiners, shall receive a certificate to that effect.

IV DEGREE OF BACHELOR OF COMMUNITY EDUCATION AND COMMUNITY DEVELOPMENT

The provisions of the Resolution of the University Court governing the Degree of Bachelor of Community Education and Community Development are as follows:

1. The Degree of Bachelor of Community Education and Community Development may be conferred by the University of Glasgow as an Ordinary degree on candidates who have satisfied the examiners in respect of the appropriate assessments.
2. The degree shall be administered by the Board of Management (Community Education and Community Development) appointed by Senatus on the recommendation of the Faculty of Social Sciences.
3. The curriculum for the degree shall comprise practical experience and taught coursework and shall extend over not less than three academic years of full-time study.
4. The Regulations for the degree shall be as stated in the Schedule hereto.
5. The examiners for the degree shall be the Professors, Readers and Lecturers and such others as the Senatus shall approve on the recommendation of the Board of Management (Community Education and Community Development) who conduct courses and supervise practical experience qualifying for graduation in Community Education and Community Development, and such additional examiners as the Court shall appoint. Assessment in any component of the curriculum shall be conducted by at least two examiners of which one shall not have been appointed to conduct courses qualifying for graduation in Community Education and Community Development.
6. A candidate may be permitted to fulfil the practical experience requirements of the degree at such places and at such times as shall be approved by the Board of Management.

SCHEDULE OF REGULATIONS

Curriculum

1. The curriculum for the degree shall consist of qualifying practical experience and six compulsory taught courses.
2. Qualifying practical experience shall comprise:
 - A: not fewer than 41 weeks in the first academic year and 31 in the second and third academic year in an appointment, approved by the Board of Management.
 - B: two continuous periods of not less than ten weeks of placement in each of the second and third academic years in a different setting. Such practical experience to be approved in advance by the Board of Management and to be performed under such qualified supervision as the Board shall arrange subject to each candidate being allocated to a qualified Supervisor approved by the Board of Management in the candidate's place of work and a Tutor appointed by the Board of Management and each candidate being required to attend such meetings with Supervisor or Tutor as may be required, these to be normally once in each week of the academic year.
3. The six compulsory courses each normally shall comprise not fewer than 80 hours of attendance in the form of meetings of the whole class or meetings of one or more students for tutorials or other instruction or both. Each candidate shall attend two such courses in each academic year. The Board of Management shall determine which courses shall be available in any given year. The courses shall be:
 - A: Engagement with the Community.
 - B: Development of Learning Opportunities.
 - C: Empowerment of Communities.
 - D: Organisation and Management of Community Resources.
 - E: The Community Education Function.
 - F: Evaluation of Community Development.

Assignments

4. Each candidate shall submit written assignments relating to course work and practical experience in accordance with such requirements as the Board of Management shall determine subject to the approval of the Board of Studies of the Faculty of Social Sciences. Such requirements shall be set out in the Course Instructions.

Course Instructions

5. Students shall be required to comply with such course instructions as are prescribed by the Board of Management. Such instructions may require students: to attend specified lectures, tutorials, meetings with supervisors or practical sessions, work placements, examinations and other events; to provide themselves with such books, equipment and other materials as are necessary for the course; to submit items of work including assignments and project reports by such dates as may be instructed. All such instructions shall be given in writing at the beginning of the course concerned. Reasonable notice of any alterations to them will also be given.

Assessment

6. Assessment shall be in terms of the achievement by the candidate of competences for professional qualification determined by an appropriate professional validating body. Assessment of work reports, written assignments and their oral presentation shall be continuous. Written assignments and their oral presentation shall be equally weighted. The Director and Course Tutor will be responsible for keeping a record of each oral presentation on a pro forma checklist which will be drafted by The Board of Management and approved by the external examiner. These sheets will be made available to the examiners meeting. The external examiner may, in addition, request any form of 'visit', 'video-recording' or viva' which s/he considers necessary in order to ensure adequate scrutiny of the assessment process. Course work assignments and practical experience assignments shall have equal weight in the assessment except that the coursework assignments of the final year shall carry double the weight of those of the first and second years.

Course work will be assessed according to the schedule outlined below:

| | | |
|----|---|------------|
| 1. | Oral Presentation | |
| | Description | 25 |
| | Analysis | 25 |
| | Conclusions | 25 |
| | Presentation Skills | 25 |
| | | 100 |
| 2. | Written Assignment/Essay | |
| | General Content | 20 |
| | Evidence of Reading | 20 |
| | Conceptual Framework and analysis | 40 |
| | Presentation, expression, spelling, punctuation | 20 |
| | | 100 |

7. Candidates may be examined *viva voce* in respect of any of the assessed assignments.
8. Candidates shall be required to obtain a passing standard in both course work and practical experience assignments to qualify for graduation.

Student Progress

9. The progress of all students is subject to annual review by the Board of Management.
10. Students shall be required to attain a minimum standard in each assignment of a given year to be permitted to progress to the next year of study or to submit the final assignments of the third year. Students who do not obtain that standard on initial submission of an assignment may resubmit that assignment on a further occasion as specified by the Board of Management; but no student shall be permitted to resubmit more than two assignments in a given academic year.
11. Students who do not attain the required minimum standard in assignments may, at the discretion of the Board of Management, be permitted to proceed to the subsequent year of study subject to such conditions as the Board of Management shall determine. Students who are refused permission to repeat the year of study shall have the right of appeal to the Senatus.
12. Students who do not submit assignments in accordance with the requirements determined by the Board of Management or who otherwise do not satisfy the conditions regarding course work and practical experience laid down and communicated to students by the Board of Management shall be considered by the Progress Committee of the Faculty of Social Sciences and invited to make representation to it on their behalf. The Progress Committee may exclude such students from further study in the Faculty of Social Sciences or permit the students to continue studies subject to such conditions as the Progress Committee shall determine.
13. A student who is excluded from further study under Regulation 12 may appeal to the Faculty of Social Sciences Appeals Committee.

V DIPLOMA IN TRADE UNION AND LABOUR STUDIES

The Diploma in Trade Union and Labour Studies will be awarded jointly by the Universities of Glasgow and Strathclyde.

Admission

Admission to the course will be subject to satisfactory performance at interview and/or an essay written on a prescribed general theme. Candidates will normally be over twenty-one years of age and have experience in the trade union and/or labour movement.

Duration of Study

The period of study will be two years part-time. Classes will be held on two evenings per week. There will be two weekend schools, or their equivalent, each academic session.

Curriculum

During the first academic year, students will be required to take three classes from Section A and one class from Section B. In the second year, students will take one further class from Section A and three classes from Section B. Additionally in the second year students will undertake a project, the subject of which will normally be approved and supervised by a member of the academic staff approved by the Head of Department, or his nominee. The project must be submitted by 30 June of the second year of the course. Students are required to take a total of eight classes from the following:

Section A (Core Classes)

- (i) Contemporary Trade Unionism and Industrial Relations
- (ii) Economic Issues and the Scottish Economy
- (iii) Workplace Industrial Relations and Modern Management Techniques
- (iv) Employment Law

Section B (Optional Classes)

- (i) Comparative Industrial Relations and the International Labour Movement
- (ii) New Production Technologies and Work Organisation
- (iii) Information Resources for Trade Unions
- (iv) New Training Initiatives and Policies
- (v) Scottish Labour and Social History
- (vi) Labour and Management in Post-War Britain

Examinations and Progress

During the first year, candidates are required to progress satisfactorily in the course work and to complete an essay in each class.

During the second year, candidates are required to perform satisfactorily in course work and in the project and to pass two written examinations, normally held in June of the second year.

Candidates who fail any of the written examinations may resit on one occasion only the examination or examinations which they have failed. Candidates may, with the permission of the Head of Department, defer submission of the project for a period not exceeding twelve months.

The final assessment will be based on the candidate's performance in course work, in the written examinations, in the project and, if appropriate, in an oral examination.

XIV DEGREE OF BACHELOR OF INTERNATIONAL BUSINESS ADMINISTRATION

The degree of Bachelor of International Business Administration has been withdrawn for new entrants from academic session 2003-04 onwards. Students who matriculated on this degree prior to September 2003 should refer to the regulations contained in previous editions of the *University Calendar*.