

LTC17D085

Title: Approval of Bursaries, Scholarships and Prizes
Author: Michele Pavey
Circulation: LTC – 24 January 2018
Agenda: LTC17A003
Version: Final
Status: Open

Issue

New bursaries, scholarships and prizes are checked and approved by the Head of LTS Quality in consultation with colleagues in the Development Office and a report is made to each meeting of LTC on bursaries, scholarships and prizes approved since its last meeting.

MB BS Year 3 Portfolio Prize
The Raymond and Claire Frostick Award

Recommendation

Members are asked to receive this paper noting the amendment to a prize as outlined below:

Resource Implications

N/A

Risk Implications

N/A

Equality and Diversity

N/A

MB BS Year 3 Portfolio Prize

Portfolio Reports are a summative assessment in years 1, 3 and 5 with pass or fail grades being awarded. Pilot projects took place to develop an interview format for year 3 in 2015 and 2016. A pilot phase for year 5 was introduced as an alternative to the written report in January 2017. The Portfolio Reports in years 2 and 4 are formative.

Rules

The Year 3 Portfolio prize will be awarded to a single student as follows:

1. The first year the Prize shall be awarded is 2016/17.
2. The Prize shall run for five years.
3. Assessors will be asked to nominate students for consideration on the basis of their written Portfolio Report. Students undertaking this assessment on a formative basis will also be eligible. It is anticipated that the students will have scored good/excellent in all 10 criteria within feedback mark sheet and that each assessor would nominate 1 or 2 top scoring students from their allotted marking (approximately 20 papers).
4. Nominations can be gathered on the marking day for the Portfolio Report and subsequently to allow for any student with an authorised extension.
5. The Portfolio Lead will derive a shortlist of students by assessing all the Portfolio Reports from those nominated thereby allowing for variation between assessors. It is anticipated that around 10% of students may be nominated and top 5% would go forward onto shortlist.
6. The shortlisted students will be invited to attend an interview. Interview dates will be set around expected availability for the cohort and will not be rescheduled for an individual unless they have a verified reason for non-attendance at the original date set.
7. The interview shall be of 15 minutes duration and take place with two assessors. Students will be given verbal feedback within the final 2-3 minutes of the interview.
8. The interview will be based on an individual's Student Held Record (SHR) which they will be required to bring with them when they attend; particular emphasis will be given to a discussion of one item/ piece of feedback from within the SHR which the student will have selected prior to the interview.
9. The Prize shall be awarded to the student who achieves the highest score from the interview as recorded on mark sheet
10. If two or more students have the same interview score, the Portfolio lead will select the student who achieved the highest score in the formative feedback criteria for the written Portfolio Report (score of 1-4 against ten criteria where 1 is inadequate, 2 is adequate, 3 is good and 4 is excellent).
11. The prize shall be confirmed by the Board of Examiners for year 3 and awarded at the start of year 4.
12. The Prize shall be a certificate and a £50 book token.
13. All shortlisted students will receive a certificate.

Acceptance of the Prize is subject to allowing the University of East Anglia to publicise as appropriate the success of the candidate

The Raymond and Claire Frostick Award Outline

Prize purpose and value

1. The Fund is intended to support postgraduate taught or research student in the School of History with the costs of conducting research pertaining to the history of East Anglia.
2. The value of the award is £3,000 annually, to be distributed according to the discretion of the Panel in denominations between £500 and the full £3,000.

Application process

3. Applications will be invited by the Development Office in November/December. Students will be invited to submit a 500 word proposal for the research project, and a budget outline.
4. Applications will then be assessed by the Selection Panel which will consist members of the Centre for East Anglian Studies at UEA. For the 2017 Award, and any subsequent awards until the Centre indicates otherwise, the Head of this Panel will be Tom Licence.
5. The prize will awarded on the basis of the merit of the research project proposal for which the panel will consider the following:
 - a) The applicant's academic record
 - b) The originality and intellectual ambition of the proposed project
 - the project should constitute an original contribution to the field of study and should make an explicit, convincing and substantial claim to the wider significance of the research.
 - c) The viability of the project

Award administration

6. The Selection Panel will notify the Development Office of the winning application(s), and the Development Office will inform the successful applicant(s).
7. The recipient will be required to write a project report within one month of completion of their dissertation/thesis. The report should explain how the prize supported their research.

Award terms

8. If in any year no applications are judged to be meet the award criteria, the Prize will not be awarded. It may be offered in a subsequent year.