

PAPER FOR ENDORSEMENT OF SENATE

PROPOSAL TO STRENGTHEN AND STANDARDISE THE EXAMINATION PROCEDURE FOR MASTER'S THESES

1.0 OBJECTIVE

The purpose of this paper is to seek the approval of the Senate to endorse the proposal to strengthen and standardise the examination procedures for master's theses, and to revoke the paper on the same subject which was endorsed in the 431st Senate Meeting held on 13 January 2017.

2.0 BACKGROUND

It has come to the attention of the Centre for Postgraduate Studies (CPS) that different Kulliyahs are implementing different procedures in the examination of theses for Masters programmes by mixed-mode as well as full-research. Some even conduct viva voce sessions as part of the assessment. It is strongly felt that this additional requirement has unnecessarily prolonged the duration for students to graduate. This paper therefore seeks to improve the system of examination for Masters students. This paper was deliberated in the Dean's Council Meeting No. 10/2016 held on 9th December 2016.

In the 431st Senate Meeting held on 13th January 2017, the Senate had endorsed the proposal from the Centre for Postgraduate Studies (CPS) entitled Proposal to Strengthen and Standardise the Examination Procedure for Master's Theses. However, upon checking with the Malaysian Qualification Agency (MQA) document - *Standards: Master's and Doctoral Degree* (version March 2015), we found that it was required for the University to comply with the requirement to have 2 (two) examiners.

3.0 PROPOSAL

Hence, in order to streamline the procedure in the examination of Master's theses in all Kulliyahs, the Centre for Postgraduate Studies is proposing the guidelines below which are congruent with clause 23.2 of the Postgraduate Regulations (2015):

3.1 Master by Mixed Mode

Number of examiners: 2 (Two) internal without viva and without Post Thesis Evaluation Meeting (PTEM)

3.2 Master by Full Research

Number of examiners: 2 (Two); 1 (One) internal and 1 (one) external without viva and with PTEM

Note: This guideline is subject to specific programme standards and professional body requirements.

A PTEM is held between the examiners and the student to inform the student of the corrections that need to be done in the presence of the Head of Department and supervisor(s) or their representatives.

The guideline of the PTEM is attached.

It is strongly felt that this new procedure will definitely reduce the time taken by Master students to graduate and will also improve our academic system.

4.0 APPROVAL

The Senate is kindly requested to approve the proposal.

Prepared by:

Centre for Postgraduate Studies
433rd Senate Meeting, 31st March 2017

GUIDELINES ON THE EXAMINATION PROCEDURE FOR MASTER'S THESES

1.0 PROCEDURES FOR MASTER'S THESES EXAMINATION

1.1 Master (Mixed Mode)

Details of the examination of thesis / dissertation are as follows:

- i. Must be examined by at least two (2) examiners (internal)
- ii. Without Viva Voce
- iii. Without PTEM

1.2 Master (Research Only)

Details of the examination of thesis / dissertation are as follows:

- i. Must be examined by at least two (2) examiners, one (1) internal and one (1) external examiners
- ii. Without Viva Voce
- iii. With PTEM

2.0 POST THESIS EVALUATION MEETING (PTEM)

A Post Thesis Evaluation Meeting (PTEM) is held to inform the postgraduate students of the corrections that need to be done based on the reports and results from the examiners.

Members of the PTEM are as follows:

- i. Head of Department as the Chairperson
- ii. Supervisor(s) or representative(s)
- iii. Internal examiner(s)*
- iv. External examiner*
- v. Student

*The presence of the examiners is NOT COMPULSORY. They may be consulted prior or during the PTEM session via various technological means.