Oxford Master's in Mathematical Sciences (OMMS) Supervisory Committee Standing Orders 2024–25

Constitution of the Supervisory Committee

There shall be a Supervisory Committee of the MSc in Mathematical Sciences, consisting of

- MSc Course Director

- Academic Lead for Part C in the Mathematical Institute

- Director of Studies in the Department of Statistics

- Director of Graduate Studies (Taught) in the Mathematical Institute

- One additional member of the Department of Statistics (elected to hold office for a period of two years, re-eligible)

- Two additional members of the Mathematical Institute representing pure and applied mathematics respectively (elected to hold office for a period of two years, re-eligible)

- One student member

- MURC fourth year student representative

The OMMS Administrator will be secretary to the committee.

The committee shall usually meet once a term in addition to conducting business as necessary by email. In the event of a decision being put to a vote, all the above members, with the exception of the student representatives, will have one vote.

The committee will co-opt as required the members of relevant research groups who have specific responsibility for OMMS (usually once a year to discuss admissions).

Remit of the Supervisory Committee

The Supervisory Committee is responsible for matters concerning the teaching and examining of the MSc. The Committee will work closely with the Mathematics Teaching Committee and the Statistics Academic Committee in this, as the content and methods of examining for the MSc will be largely drawn from Part C of the MMath in Mathematics and the MMath in Mathematics and Statistics.

Standing orders, including membership, should be approved annually at the first meeting of Department Committee.

The Supervisory Committee will report to Graduate Studies Committee on graduate admissions matters. The Supervisory Committee will report to both Graduate Studies Committee

and Teaching Committee on examinations matters, and quality assurance matters/feedback from students specific to the MSc.

The MSc will share boards of examiners with Part C, and the procedures for the appointment of examiners shall be as laid out in in the Part C examiners' standing orders. The MSc will share lecture questionnaires with Part C. The Supervisory Committee will be responsible for considering data and any issues particular to the MSc, and will report to Teaching Committee and Graduate Studies Committee on these. The Supervisory Committee will be responsible for quality assurance issues specific to the MSc.

Teaching Committee and Graduate Studies Committee will approve formal course documentation, including the handbook, examination conventions and examination regulations.

Course Director

The Course Director will be responsible for ensuring that the programme is set up and the decisions of the committee are carried out. The Course Director shall arrange for the appointment of an academic advisor for each candidate, and for the appointment of a dissertation supervisor for each candidate.

Schedule of Courses

The committee shall have the power to approve the lecture courses (though these will usually be all the lecture courses of Part C in Mathematics and Part C in Mathematics & Statistics, including those from Computer Science).

Course Documentation

The committee shall ensure that the Course Handbook, the Examination Conventions, and other course documentation are reviewed and published annually.

Examiners

An examination board formed from the combined examination boards in Part C Mathematics and Part C Mathematics & Statistics, will oversee examination of the MSc.

Five Internal Mathematics Examiners and two Internal Statistics Examiners are required. A Chair of Examiners must be nominated.

The term of office for Internal Examiners is normally 3 years, with a maximum of two consecutive terms on the same board of examiners. The term of office for the Chair of Examiners is one year, which may be renewed once.

Three External Examiners must be nominated, one from Statistics and two from Mathematics. The term of office for the External Examiners is 3 years, with the possibility of an exceptional extension of one year.

Examiner's Reports

The committee shall receive and consider the Internal and External Examiners' reports on the Part C and MSc examinations at its Michaelmas Term meeting, and report to Teaching Committee and Graduate Studies Committee on any issues specific to the MSc.

Admissions

The committee shall coordinate the admissions process, afforced as necessary by members of Research Groups with responsibility for OMMS.