

## **SCHOOL OF EARTH AND ENVIRONMENTAL SCIENCES**

# **ENVIRONMENTAL SCIENCE, POLICY AND MANAGEMENT (MESPOM) COURSE HANDBOOK**

**2018 - 2019**



**Note:**

This handbook contains specific information about your programme of study and is correct at September 2018. It should be read in conjunction with the School General Handbook which contain more general and cross programme information, including details of University, Faculty and School policies, procedures and regulations. Any significant changes made to either the Programme Handbook or School General Handbook after publication will be notified to you via the School noticeboards, your University email, or Blackboard.

<https://my.manchester.ac.uk/uPortal/f/mylearning/p/course-unit-info.u2911n5206/max/render.uP>

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## 1 WELCOME AND INTRODUCTION

This is the **Handbook** for students studying at the University of Manchester on the Masters programme, Environmental Sciences, Policy and Management (MESPOM). It contains the rules and information pertinent to your period of study at University of Manchester, whether this is MESPOM semester 3 or Semester 3 and 4.

The handbook is primarily written for students registered on this programme but also contains important information for their Supervisors and Academic Advisors and other personnel involved with the programme.

The handbook contains contact information for members of staff associated with the programme, the structure of the programme, details of the taught course units methods of assessment, project arrangements and information about how your final marks are calculated.

We hope that this handbook, along with the School General Handbook, contains all the information that you need about the course - if not, do not hesitate to contact me.

I hope that you will enjoy your time in Manchester and will always value this opportunity to learn more about environmental science.

**Dr Steve Boulton**  
**Programme Director**

## 2. HEAD OF SCHOOL WELCOME – SEES

Dear Student

I am delighted to welcome you to the University of Manchester and the School of Earth and Environmental Sciences (SEES), I am very much looking forward to the next year and I hope you are too.

One of the University's core goals, as stated in the Strategic Plan for the University of Manchester, is

*“to provide a superb higher education and learning experience to outstanding students, irrespective of their backgrounds, and will produce graduates distinguished by their intellectual capabilities, employability, leadership qualities, and their ability and ambition to contribute to society.”*

I am proud to say that, without exception, staff in SEES work tirelessly in achieving this goal and put our students at the very heart of everything we do. You will be treated as an individual and both challenged and supported through every stage of your programme in order to ensure that you attain the highest possible academic standards and ultimately realise your ambitions; whether these are to gain employment in your chosen subject area, or to continue your academic career to higher study.

The School has an excellent research reputation, with staff involved in world-leading research projects. This research influences our teaching across all disciplines and subject areas, ensuring the currency of our programmes.

In addition to the subject knowledge that you will gain during your study, you will also acquire a wide range of transferable skills such as team working, negotiating, time management and critical thinking to name just a few. These will ensure that you are fully equipped and have the confidence to meet the many challenges that you will encounter throughout your future career of work or study.

One important thing to remember is that your studies should be stimulating, challenging and fun! I really do hope that you enjoy your time with us, but appreciate that, occasionally, you may experience difficulty of either an academic or personal nature. Staff in this School have an excellent reputation for being supportive and approachable and we operate an 'open door' policy where you should feel free to drop in and discuss matters with members of staff, including myself, your Programme Director, PGT Tutor or any other staff member. Anything discussed will always be treated with the utmost sensitivity and discretion. There is also an excellent range of University support services available that you can be signposted to.

Finally, we always welcome your feedback and, in addition to the more formal mechanisms for receiving input from students, you should feel free, at any time, to contact staff with your feedback. I am always available to hear from students, if you wish to discuss any matters with me directly, then do not hesitate to get in touch. It is important to us to know when we get things wrong, so that we can put them right as quickly as possible. Remember, we also welcome your positive feedback on the things that you consider we get particularly right and do well!

I'd like to take this opportunity to wish you every success in your studies during 2018/19. I hope you have a very enjoyable and fruitful time in Manchester.

Regards

**Professor Kevin Taylor**  
**Head of School**  
**School of Earth and Environmental Sciences**  
[kevin.taylor@manchester.ac.uk](mailto:kevin.taylor@manchester.ac.uk)

### 3. KEY PERSONNEL AND CONTACT INFORMATION

Title	Name	Email	Room & Building
Head of School	Professor Kevin Taylor	✉ <a href="mailto:kevin.taylor@manchester.ac.uk">kevin.taylor@manchester.ac.uk</a> ☎ +44 (0) 161 306 9362	1.14 Williamson Building
Director of Teaching & Learning	Dr Merren Jones	✉ <a href="mailto:merren.jones@manchester.ac.uk">merren.jones@manchester.ac.uk</a> ☎ +44 (0) 161 275 3943	1.70 Williamson Building
Programme Director MSc PEC/MAES	Dr Stephen Boulton	✉ <a href="mailto:Steve.boulton@manchester.ac.uk">Steve.boulton@manchester.ac.uk</a> +44 (0) 161 275 3867	2.54 Williamson Building
Education Officer & Student Experience Lead	Mr Mike Turner	✉ <a href="mailto:mike.turner-2@manchester.ac.uk">mike.turner-2@manchester.ac.uk</a> ☎ +44 (0) 161 306 6871	1.46 Williamson Building
Programme Administrator	Mrs Carol Jeffery	✉ <a href="mailto:carol.a.jeffery@manchester.ac.uk">carol.a.jeffery@manchester.ac.uk</a> ☎ +44 (0) 161 306 2758	1.42a Williamson Building
Student Support Office – Williamson 1.42 Normal Opening Times Monday – Friday 09.00 – 16.00 During Welcome Week & Week 1 Monday – Friday 9.00 – 17.00		✉ <a href="mailto:Earth.Support@manchester.ac.uk">Earth.Support@manchester.ac.uk</a>	1.42 Williamson Building

The School of Earth and Environmental Science Web Pages can be found at <http://www.sees.manchester.ac.uk/>

You should regularly check the noticeboard for the MESPOM programme for updates, and important information. The noticeboard for the MESPOM programme is located on the corridor that runs along the Student Support Office, Williamson 1.42.

#### External Examiner

#### Professor Thomas Fisher, University of Liverpool

**Please note** - that it is inappropriate for students to make direct contact with External Examiners under any circumstances, in particular with regards to a student's individual performance in assessments. Other appropriate mechanisms are available for students, including the University's appeals or complaints procedures and the UMSU Advice Centre. In cases where a student *does* contact an External Examiner directly, External Examiners have been requested not to respond to direct queries. Instead, External Examiners should report the matter to their School contact who will then contact the student to remind them of the other methods available for students. If students have any queries concerning this, they should contact their Programme Office (or equivalent).

## 4. PROGRAMME CALENDAR AND KEY DATES

During the teaching period at the University of Manchester students are required to be available for classes from 9.00 a.m. to 6.00 p.m. Monday to Friday. Timetabled field trips may require these hours to be extended.

Version 1 - 14/07/2017

Timetabling to: 52244573256 or timesabling@manchester.ac.uk  
Central Teaching Spaces (CT15) (t: 01705 or ct5@manchester.ac.uk)

**Academic Year Calendar 2018/2019**

**Notes:** WW = Welcome Week, SEM1 = Semester 1, SEM2 = Semester 2,  
CVAC = Christmas Vacation, EVAC = Easter Vacation, SVAC = Summer Vacation, Ex = Examination, Ex-R = Examination Re-Sits

Month/YEAR	Week Name	S+ Wk No.	M	T	W	T	F	S	S
July 18	SVAC 04	42	1	2	3	4	5	6	
	SVAC 05	43	7	8	9	10	11	12	
	SVAC 06	44	13	14	15	16	17	18	
Aug 18	SVAC 07	45	19	20	21	22	23	24	
	SVAC 08	46	25	26	27	28	29	30	31
	SVAC 09	47	1	2	3	4	5	6	7
Sept 18	SVAC 10	48	8	9	10	11	12	13	14
	Ex SVAC 11	49	15	16	17	18	19	20	21
	Ex SVAC 12	50	22	23	24	25	26	27	28
Feb 19	SEM2W01	21	4	5	6	7	8	9	10
	SEM2W02	22	11	12	13	14	15	16	17
	SEM2W03	23	18	19	20	21	22	23	24
Mar 19	SEM2W04	24	25	26	27	28	29	30	31
	SEM2W05	25	1	2	3	4	5	6	7
	SEM2W06	26	8	9	10	11	12	13	14
Apr 19	SEM2W07	27	15	16	17	18	19	20	21
	SEM2W08	28	22	23	24	25	26	27	28
	SEM2W09	29	29	30	31				
May 19	SEM2W10	30	5	6	7	8	9	10	11
	EVAC 01	31	12	13	14	15	16	17	18
	EVAC 02	32	19	20	21	22	23	24	25
June 19	EVAC 03	33	26	27	28	29	30	31	
	SEM2W11	34	2	3	4	5	6	7	8
	SEM2W12	35	9	10	11	12	13	14	15
July 19	SEM2W13	36	16	17	18	19	20	21	22
	SEM2W14	37	23	24	25	26	27	28	29
	SEM2W15	38	30	31					
Aug 19	SEM2W16	39	6	7	8	9	10	11	12
	SEM2W17	40	13	14	15	16	17	18	19
	SEM2W18	41	20	21	22	23	24	25	26
Sept 19	SEM2W19	42	27	28	29	30	31		
	SEM2W20	43	3	4	5	6	7	8	9
	SEM2W21	44	10	11	12	13	14	15	16
Oct 19	SEM2W22	45	17	18	19	20	21	22	23
	SEM2W23	46	24	25	26	27	28	29	30
	SEM2W24	47	31						
Nov 19	SEM2W25	48	7	8	9	10	11	12	13
	SEM2W26	49	14	15	16	17	18	19	20
	SEM2W27	50	21	22	23	24	25	26	27
Dec 19	SEM2W28	51	28	29	30	31			
	SEM2W29	52	4	5	6	7	8	9	10
	SEM2W30	53	11	12	13	14	15	16	17
Jan 20	SEM2W31	54	18	19	20	21	22	23	24
	SEM2W32	55	25	26	27	28	29	30	31
	SEM2W33	56	1	2	3	4	5	6	7

## Course Work

Course unit assignment titles will be given during the course of each unit.

Deadlines for handing in assignments will be given by the Course Unit Co-ordinator at the time the essay titles are distributed.

## Key dates for Method A for Thesis/Dissertation Examination

May 2018	Notification of submission Thesis/Dissertation
May/June 2018	Submission of Thesis
June 2018 (CEU)	Graduation

## 5 OVERVIEW OF THE MSc ENVIRONMENTAL SCIENCES, POLICY AND MANAGEMENT (this relates to the full 4 semesters of which only semester 3 and possibly 4 are taught at UoM )

Governments, industry and society, in all countries, including developing and middle income states, are increasingly aware of the importance of securing sustainable development through cost-effective pollution controls and resource conservation. As a result, there is a growing need, internationally, for suitably qualified personnel in the environmental authorities of central and local government, industry and commerce, consultancy and research. Moreover, the resulting legal requirements on the part of governments and industry to conform to national and international agreements and regulations means that such demand will remain even during periods of economic austerity and retrenchment. There is therefore an increasing need for well-qualified personnel within the regulatory authorities of central and local government, in manufacturing industry, consultancy, and in teaching and research.

Employers are increasingly requiring environmental science graduates to have a strong grounding in the quantitative and qualitative skills required to address environmental questions in addition to subject-specific knowledge and understanding. Our programmes address these requirements through a series of core and optional modules with the emphasis on synthesis.

### 5.1 Programme Aims and Objectives

The **overall aim** of the programmes is to supply these well-qualified personnel by providing interdisciplinary training in natural science and its application to social science and engineering in relation to an understanding and solving of environmental problems.

#### The specific aims of the programme are:

1. To attract and nurture high calibre students and prepare them for continuing pure and applied research in industry, the regulatory sector or academia by providing them with broad-ranging field and/or laboratory experience, a comprehensive set of practical

qualitative and quantitative research skills and professional, transferable skills that will be vital for their future professional development.

2. To meet the needs of universities, industrial and regulatory sector employers by supplying high calibre graduates with a proven commitment to research in the area of environmental science, coupled with a broad base of practical research skills, general transferable skills and field and/or laboratory experience. To instil in students the advantages of a multi-disciplinary and collaborative approach to addressing key scientific questions, and to encourage them to take a “holistic” approach to their research.
3. To train students in the importance of science in the commercial and regulatory sectors plus the wider community, including the importance of presenting and communicating their science and the importance of addressing ethical issues raised by their science.
4. To enable students to make an informed decision about their personal suitability and motivation for a research career

### **The objectives of the programme:**

The programmes aim to prepare students from a range of scientific backgrounds for careers in environmental management, control and research. The objectives of the programme are fulfilled because on graduation you will:

1. Demonstrate knowledge of a comprehensive set of practical research skills in their chosen areas of interest, including the ability to identify and analyse problems, design a series of experiments to test hypotheses, and to analyse, predict and present results and conclusions.
2. Acquire the ability to plan, organize and execute, interpret and communicate an in-depth piece of individual research.
3. Demonstrate an awareness of ethical issues surrounding scientific research in the public and private sectors
4. Obtain detailed specialist knowledge in the areas of pollutant transport, damage and control within selected pathways - terrestrial, aquatic, and atmospheric environments.

These abilities are clearly related to the requirements of the commercial and regulatory sectors. However, they are also a prerequisite for pure and applied environmental research as such work typically involves planning organizing, executing, interpreting and communicating an in-depth piece of individual research.

## 5.2 Programme Structure

The structure of the programme is outlined below.

Semesters 1 & 2 taught at Central European University

Semester 3 which may be taught at University of Manchester – a taught element comprised of 60 UK credit modules extending from September until January

Semester 4 which may be taught at University of Manchester - a research project to be completed by the middle of May.

A student who gains the following UK credits:

Taught element CEU – 120 credits

Taught element Manchester – 60 credits

Research Project – 60 credits

Will be awarded MSc Environmental Science Policy and Management.

A student who gains the following credits:

Taught element CEU – 120 credits

Taught element Manchester – < 60 credits

Research Project – 60 Credits

Will be awarded by CEU their MSc Environmental Science and Policy Management (1 year programme)

A student who gains the following credits:

Taught element CEU – 120 credits

Taught element Manchester/Lund – 60 credits

Research Project – < 60 Credits

Can be awarded by University of Manchester the Postgraduate Certificate.

### 5.3 Programme Course Units

<b>Core Compulsory Units</b>	<b>Credits</b>
<b>PART 1: Taught Component</b>	
<b>EART60101 Measuring and Predicting</b>	<b>30</b>
<b>EART62061 MSc Tutorials</b>	<b>15</b>
<b>Semester 1 Optional Units – please choose 1</b>	
<b>EART60311 Organic Geochemistry</b>	<b>15</b>
<b>EART60451 Water Chemistry</b>	<b>15</b>
<b>EART60511 Geomicrobiology</b>	<b>15</b>
<b>EART60701 Earth and Environmental Consultancy</b>	<b>15</b>
<b>BIOL62051 Human Impact on the Biosphere</b>	<b>15</b>
<b>BIOL61451 Living with Climate Change</b>	<b>15</b>
<b>PLAN60411 Environmental Impact Assessment</b>	<b>15</b>
<b>PLAN60441 Concepts in Environmental Law</b>	<b>15</b>
<i>Other relevant optional units may be taken subject to approval of the Programme Co-ordinator.</i>	
<b>Semester 2</b>	
<b>EART60362 MSc Research Project (If choosing to do your Project at Manchester)</b>	<b>60</b>

### Mandatory Online Units

In addition to the above taught course units for your programme, you are also required to complete successfully the following mandatory online course units which are accessed via the SEES Virtual Common Room – in the ‘My Communities’ section of Blackboard.

- Academic Malpractice Awareness
- Health and Safety Online Course

We will run sessions during welcome week that will introduce you to the University's Virtual Learning Environment (VLE), Blackboard and you will have the opportunity to complete these courses during one of these sessions. Please note that you must complete both of these courses by no later than 12 October 2018. Failure to complete the courses by the above date may result in you being prevented from progressing to the next semester of your studies.

## 6. COURSE UNIT SELECTION AND YOUR PERSONAL TIMETABLE

You will automatically be enrolled on to all compulsory course units associated with your year of study for your particular programme. In the case of optional course units you may use the Student System Self-Service for Course Unit Selection function available through 'My Manchester' to make your choices (where applicable). A step-by-step guide detailing how to do this is available at:

[https://online.manchester.ac.uk/webapps/blackboard/content/listContent.jsp?course\\_id= 13059\\_1&content\\_id= 6522166\\_1](https://online.manchester.ac.uk/webapps/blackboard/content/listContent.jsp?course_id= 13059_1&content_id= 6522166_1)

Your personal timetable is available for you to view online through My Manchester. You can choose to view your timetable for the current week, a single semester, or for the whole year. Although your classes are **usually** held at the same time and the same place each week, there may be variations some weeks, including timings or the location of classes. It is important therefore that you **check your timetable regularly** to ensure that you know the timings and locations for your classes each week.

All your 'EART' units will show on your personal timetable. However, we cannot guarantee that all units that you choose from other schools will show on your personal timetable. In some cases the timing of units from other schools may be available on Blackboard or by some other method. It is your responsibility to ensure that you know the timing and location of all your course units. If you have any queries, please contact the Student Support Office, Williamson 1.42 or email [earth.support@manchester.ac.uk](mailto:earth.support@manchester.ac.uk)

## 7. ASSESSMENT - GENERAL

### 7.1 Submission of Coursework and Penalty for Late Submission

During your course you will be given assignments to do in your own time. You will be given a deadline for submitting this work and it is essential that you keep to the stated deadlines. **Late submissions will be penalised according to the University Policy on Submission of Work for Summative Assessment on Taught Programmes.** For further information, please refer to the **School's General Handbook**.

Please note that in the case of units that you take from outside of this School, different penalties may apply. This information will normally be communicated to you in the assessment brief or the course unit specification. If you are unsure you should always check with the course unit tutor.

In cases where, through no fault of your own, ie, unforeseen or unavoidable circumstances prevent you from submitting your work to the deadline stated, you should submit a mitigating circumstances request. Details of the mitigating circumstances procedures and deadlines can be found in the School General Handbook and also on Blackboard in the SEES Virtual Common Room, Policies and Procedures.

## **7.2 Assessment Criteria**

Any marking criteria specific to your programme will be on Blackboard or will be provided by your Programme Director.

## **7.3 Progression**

### **Programme specific progression rules for the Masters in Environmental Science, Policy and Management (MESPOM).**

Participation in the research project for the Masters in Environmental Science, Policy and Management programme can only be undertaken once the criteria noted below have been met and approved at the first examiners' meeting (in practice students will have started the research project by the date of this meeting). The progression rules are as follows:

- Achieve an average of 50% in the taught units.
- Satisfactorily attend and complete any other compulsory element.

A student who fails the research project report may be permitted to resubmit the project on one further occasion subject to approval by the Board of Examiners. The maximum mark to be awarded for a resubmitted project will be 40% unless the original mark was within the compensation zone, in which case the first mark will stand. However, students achieving a mark of less than 30% for their initial dissertation or project submission are not permitted to resubmit and may be given an exit award

If a student fails to achieve a pass mark in their resubmitted project, they will normally be considered for an exit award of Postgraduate Diploma or Postgraduate Certificate depending on the number of credits achieved. If achievements do not meet the minimum criteria the student will normally be excluded from the programme.

## **8. MODULES IN ENVIRONMENTAL SCIENCES, POLICY AND MANAGEMENT**

### **Course Unit Specifications**

<https://my.manchester.ac.uk/uPortal/p/course-unit-info.ctf1/max/render.uP>