

UNIVERSITY OF WARWICK

**Academic Quality and Standards Committee**

There will be a meeting of the Academic Quality and Standards Committee on **Wednesday 25 February 2004 at 9.15am** in the Council Chamber, Senate House.

C E Charlton  
University Secretary

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Items marked # are for discussion. Other items will not be discussed unless requested by a member of the Committee. Members wishing to mark an item for discussion are asked to notify the Secretary prior to the meeting.

**SECOND CIRCULATION AGENDA**

#4. Academic Satisfaction Review (Minutes 15/03-04 and 52/03-04 refer)

TO CONSIDER:

Outstanding departmental responses to the Academic Satisfaction Review:

- (f) Film & Television Studies, paper AQSC 78/03-04, (copy attached).

#6. University Policy on Double-Marking (Minute 54/03-04 refers)

TO CONSIDER:

Outstanding departmental responses not considered by the Committee at its last meeting:

- (a) Warwick Medical School, paper AQSC 79/03-04 (copy attached).

16. Annual Course Review

TO CONSIDER:

- (a) Undergraduate Courses

A composite summary report on Undergraduate Annual Reviews from the Faculty of Social Studies, paper BFSS 27/03-04 (copy attached); noting that the Board of Undergraduate Studies, at its meeting on 18 February, resolved that the Board of the Faculty of Social Studies be asked to consider requiring all department in the Faculty to adopt a consistent approach to the analysis of statistical trends (for example, in recruitment).

- (b) Collaborative Provision

- (i) A composite summary report on Annual Reviews of collaborative provision considered by the Partnerships and Distance Learning Sub Committee, paper AQSC 80/03-04 (copy attached).

- (ii) A composite summary report on Annual Reviews of collaborative provision considered by the Board of Lifelong Learning, paper AQSC 81/03-04 (to be tabled).

#17. New, Revised and Discontinued Undergraduate Courses of Study

TO CONSIDER:

(a) Biological Sciences

- (i) A proposal from the Department of Biological Sciences (minute SFS 25/03-04 refers) to introduce two new degree courses leading to the award of *BSc in Medical Microbiology and Virology* (outlined in paper SFS43/03-04 and set out in paper SFS 44(revised)/03-04, copies attached) and the award of *BSc in Medical Microbiology and Virology with an intercalated year* (SFS 55/03-04, copy attached), noting that at its meeting on 18 February the Board of Undergraduate Studies recommended that the proposals for two new degree courses in Biological Sciences be approved as set out in papers SFS 44(revised)/03-04 and SFS 55/03-04.
- (ii) A proposal for the withdrawal of the *BSc in Microbiology and Virology* and the *BSc in Microbiology and Virology with an intercalated year* (see paper SFS43/03-04), subject to the approval of the new courses in (a) above, noting that at its meeting held on 18 February 2004, the Board of Undergraduate Studies recommended that the proposal for the withdrawal of these courses be approved as set out in paper SFS 43/03-04, subject to confirmation by the department that satisfactory arrangements can be made for the one second-year student currently on the course.

(c) History

A proposal from the Department of History for a new BA Honours degree course in *History and Culture* with effect from September 2005, paper AUSC 4/03-04 (revised) (copy attached), noting that at its meeting held on 18 February, the Board of Undergraduate Studies recommended that the proposal be approved as set out in paper AUSC 4/03-04 (revised), subject to the Chair taking action on behalf of the Board to approve arrangements for the year abroad.

(ci) History of Art

A proposal from the Department of History of Art for changes to the BA Honours degree in the *History of Art* starting September 2004 (paper AUSC 5/03-04 (revised 2), copy attached).

#18. New Postgraduate Awards

TO REPORT:

That the Board of Graduate Studies, at its meeting held on 16 February, resolved that the following Postgraduate Awards be approved:

- (a) A proposal from the Division of Health in the Community to establish a new module and Postgraduate Award entitled "Operational Health Services Management" (paper GCFM 13/03-04), subject to the completion of part 2 of the proposal form and approval of the fees by the Finance and General Purposes Committee.
- (b) A proposal from the Institute of Education to introduce a new postgraduate award, 'Teaching Advanced Mathematics: A Postgraduate Award in A-level Mathematics Pedagogy', (paper GFSS 26/03-04), subject to the words 'Postgraduate Award' being removed from the title of the degree.

#19. New Postgraduate Courses

TO CONSIDER:

(a) School of Health and Social Studies

A proposal from the School of Health and Social Studies to introduce a new MA in Social Work with effect from October 2004, noting that at its meeting held on 16 February, the Board of Graduate Studies recommended that the proposal be approved:

- (i) A memorandum from Dr J Read setting out the General Social Care Council (GSCC) requirements for the accreditation and approval of courses leading to a qualification in social work, and also giving an overview of the new course structure, paper GFSS 28/03-04 (copy attached).
- (ii) A Statement of Commitment by The University of Warwick for granting degrees in Social Work, 19 April 2003, paper GFSS 29/03-04 (copy attached).
- (iii) The Department of Health, Requirements for Social Work Training, paper GFSS 30/03-04 (copy attached).
- (iv) The Report on Application for Accreditation to grant degrees in Social Work by the University of Warwick, 12 June 2003, paper GFSS 31/03-04 (copy attached).
- (v) The Course specification for a Course Leading to the Award of MA in Social Work at the University of Warwick, paper GFSS 32/03-04 (revised) (copy attached).
- (vi) The Part 1 Course Proposal form for the new MA in Social Work, paper GFSS 33/03-04 (revised) (copy attached).

(b) Centre for English Language Teacher Education (CELTE)

A proposal from CELTE to introduce a new Postgraduate Diploma in English Language Teaching (with variants) from the existing MA in English Language Teaching, (papers GFSS 41 and 42/03-04, copies attached), noting that the Board of Graduate Studies, at its meeting on 16 February, recommended that the proposal be approved as set out in papers GFSS 41 and 42/03-04.

(c) Politics and International Studies

A proposal from the Department of Politics and International Studies to introduce a new MA/Diploma in 'International Politics and Europe' with effect from October 2005 (papers GFSS 43-44/03-04, copy attached), noting that the Board of Graduate Studies at its meeting on 16 February recommended that the proposal be approved as set out in papers GFSS 43 and 44/03-04.

20. Discontinuation of a Postgraduate Course of Study

TO CONSIDER:

A request from the Department of Sociology that the MA in Sociological Research in Healthcare be discontinued as set out in paper GFSS 51/03-04, (copy attached), noting that the Board of Graduate Studies at its meeting on 16 February recommended that the request from the Department of Sociology be approved.

#21. Amendments to Regulation 8.9

TO CONSIDER:

Amendments to Regulation 8.9 (Regulations for the full-time 2+2 Degrees (BSc and BA) offered in collaboration with local colleges) (paper BUGS 13 /03-04, copy attached), noting:

- (a) That at its meeting held on 18 February, the Board of Undergraduate Studies recommended that the amendments to Regulation 8.9 be approved as set out in paper BUGS 13/03-04.
- (b) That the Institute of Education has asked that the amendments be effective from the Summer Term 2004.

#22. Appeals Procedures

TO CONSIDER:

A draft form to be completed by students wishing to appeal against the decision of a Board of Examiners with effect from 1 April 2004, paper BGS 27/03-04 (revised) (copy attached), noting that the Board of Graduate Studies, at its meeting on 16 February, recommended that the draft form to be completed by students wishing to appeal against the decision of a Board of Examiners be approved as set out in paper BGS 27/03-04 (revised).

#23. PhDs in a language other than English

TO REPORT:

That the Board of Graduate Studies, at its reserved meeting on 13 November 2003, considered a request from a named student to submit a thesis in a language other than English under the terms of Regulation 15 (A) (9) and resolved that criteria be drawn up for future requests of this nature.

TO CONSIDER:

Proposed guidelines for permitting PhDs in French, German and Italian to be written in a language other than English, paper AGSC17/03-04 (revised) (copy attached), noting that:

- (a) The Graduate Studies Committee of the Board of the Faculty of Arts, at its meeting on 28 January 2004, resolved that the proposed guidelines be approved subject to amendment of the statement regarding competence in the English Language, ensuring that the level of competence required is the same as that set out in the current Regulation.
- (b) The Board of Graduate Studies, at its meeting held on 16 February, resolved that the guidelines for permitting PhDs in French, German and Italian to be written in a language other than English be approved as set out in Paper AGSC17/03-04 (revised), noting that this did not constitute an amendment to the University Regulation on this matter, but was intended as guidance on future interpretation of the Regulation.

#24. Amendment to University Ordinance 7

TO CONSIDER:

A proposed amendment to University Ordinance 7 (Ordinance on the Constitution of the Boards of the Faculties) to remove the School of Postgraduate Medical Education which now rests within the Faculty of Medicine, and to include Horticulture Research International with effect from 1 April 2004, paper BFS 34/03-04 (revised) (copy attached).

25. Late Submission of Assessed Work (Minutes 3/03-04 and 50/03-04 refer)

TO REPORT:

- (a) That the Board of Graduate Studies, at its meeting held 16 February, considered the resolution of the Committee with respect to a penalty for late submission of assessed work and resolved:
  - (i) That the Board did not support the imposition of a 4% penalty per day at postgraduate level.
  - (ii) That it was the view of the Board, including the postgraduate student representative, that confusion would not necessarily result from the use of differing tariffs at undergraduate and taught postgraduate level, noting that courses at these two

levels operated under different Regulations, examination conventions and administrative systems both centrally and at departmental level.

- (b) The Board of Graduate Studies further recommended to the Academic Quality and Standards Committee:

“That the penalty for late submission be set to take account of the potentially greater influence of a mark for a single piece of coursework on the qualification awarded at postgraduate level and the differing pass marks at undergraduate (pass mark of 40%) and taught postgraduate (50%) levels, noting that taking this into account an appropriate penalty at postgraduate level would appear to be approximately two thirds of the undergraduate penalty.”

Minute 37/03-04

