

UNIVERSITY OF WARWICK

Academic Quality and Standards Committee

There will be a meeting of the Academic Quality and Standards Committee on Thursday 14 May 2015 at **9.00am** in room CMR 1.0 (formerly the Council Chamber), University House.

Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary of the Committee, Katharine Gray, ext 22707, email k.gray@warwick.ac.uk or to the Assistant Secretary, Cara Smith, ext 74464, email c.l.smith@warwick.ac.uk

K Sloan
Registrar and Chief Operating Officer

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| New items added to this agenda are marked in bold typeface. We will work from this agenda at the meeting |
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STRATEGIC ITEM FOR DISCUSSION

1. Induction and Transitions

TO RECEIVE:

- (a) An update report and presentation on the Induction Strategy Steering Group from the Head of Student Development regarding recent work in the area of student induction (Paper AQSC 50/14-15, circulated previously).

TO CONSIDER:

- (b) A report on the concept of implementing a Welcome 'Week Zero' at Warwick by the Students' Union (Paper AQSC 60/14-15, copy attached).**
- (c) A paper from the Induction Strategy Steering Group on Minimum Requirements for Supporting Transition at Warwick (paper AQSC 51/14-15, circulated previously).

A G E N D A

2. Conflicts of Interest

TO REPORT:

That, should any members or attendees of the Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher Education Governing Bodies in the UK.

3. Minutes of the last meeting

TO CONSIDER:

Minutes of the meeting held on 23 February 2015 (circulated previously).

4. Matters arising

(a) Mitigating Circumstances Working Group (minutes AQSC.32/14-15, AQSC.68(j) and 69(c)/14-15 refer)

TO RECEIVE:

An oral report from the Chair of the Working Group.

(b) Waiving of assessed module components (minute AQSC.60/14-15 refers)

TO REPORT:

- (i) That at its meeting on 23 February 2015, the Committee recommended that a proposal for the waiving of assessed module component be approved subject to the consideration by the Board of Graduate Studies, noting that the changes would be applicable to both integrated and standard masters courses;
- (ii) That at its meeting on 30 April 2015, it was reported to the Board of Graduate Studies that the Chair of the Board, acting on its behalf, had taken action to approve the proposal for waiving of assessed module components of low credit weight, as set out in paper SUGS.18/14-15(revised).

5. Chair's Action

TO REPORT:

That the Chair has taken action on behalf of the Committee to approve an amendment to the Undergraduate Degree Classification Conventions for the BA in Law and Business, as set out in Paper AQSC 61/14-15 (circulated previously).

6. Progress of Committee Recommendations

TO REPORT:

That the Senate, at its meeting of 10 March 2015, resolved that recommendations from the Committee under the following headings be approved:

Regulations relating to Pass Degree Status
Report from the Seymour Replacement Working Group (amendment to the additional credit convention proposal by the Undergraduate Studies Committee of the Board of the Faculty of Science)
Waiving of assessed module components
Amendment to Ordinance 13

Double MA in Global Governance at the University of Waterloo, Canada, based at the Balsillie School of International Affairs and the University of Warwick
Double MA in Politics and International Service at American University, Washington DC based at the School of International Service and the University of Warwick,
Department of Politics and International Studies
MSCA ITN European Joint Doctorates in Chemistry
Several collaborative proposals by Warwick Manufacturing Group
Centre for Lifelong Learning (BA (Hons) Health and Social Policy (2+2) and the BA (Hons) Social Studies (2+2) with Warwickshire College)
Several proposals from the Centre for Education Studies
Postgraduate Certificate in Reproductive Health in collaboration with the University Hospitals Coventry and Warwickshire
Global Energy Masters Business Administration module with Tongji University

7. Chair's Business

8. Students Union Update

TO RECEIVE:

An oral report from the Education Officer and the Postgraduate Officer of the Students' Union.

9. Report on Equality matters

(a) Committee Business

TO REPORT:

That a standing item on "equality matters" will be introduced to future agendas of the Academic Quality and Standards Committee.

(b) Disabled Students' Allowance Update

TO CONSIDER:

A paper from the University Disability Coordinators on the University's response to changes to the Disabled Students' Allowance, as set out in paper AQSC.42/14-15 (circulated previously).

10. QAA Causes for Concern report on the University of Buckingham: plagiarism

TO REPORT:

- (a) That in December 2014, the QAA carried out an investigation into practices at the University of Buckingham in response to a submission to the QAA's Concerns about Academic Standards and Quality Procedure;

TO RECEIVE:

- (b) A report from the QAA on an investigation into the University of Buckingham's adherence to its formal guidance for addressing suspected plagiarism (paper AQSC.47/14-15, circulated previously).

TO CONSIDER:

- (c) The implications for the University of Warwick and appropriate actions in light of the findings outlined in the report.

11. Student Staff Liaison Committee Code of Practice

TO CONSIDER:

The proposed Code of Practice between the University of Warwick and the Students' Union for the coordination of Student Staff Liaison Committees (Paper AQSC.55/14-15, circulated previously).

12. Policy on the Employment of Postgraduates as Teachers (minute AQSC.31/14-15 refers)

TO CONSIDER:

- (a) A report by the Senior Assistant Registrar (Graduate School) on progress made since the first consideration of the policy by AQSC at its meeting on 3 December 2014 (Paper AQSC.46/14-15, circulated previously);
- (b) The revised proposed policy on the Employment of Postgraduates as Teachers (Paper BGS.3/14-15 (revised), circulated previously);

13. Professional Development for Doctoral Researchers

TO CONSIDER:

A paper from the Skills Working Group of the Board of Graduate Studies outlining a proposed framework for professional development for doctoral students (paper BGS 47/14-15, circulated previously);

14. Sub-Groups of the Academic Quality and Standards Committee

TO CONSIDER:

A revised schedule for sub-group reports to be submitted to the Committee as outlined in paper AQSC.56/14-15 (circulated previously).

15. Terms of Reference and Membership of the Interdisciplinarity Sub-Group

TO CONSIDER:

The revised terms of reference and membership of the Interdisciplinarity Sub-Group as set out in paper AQSC.52/14-15 (circulated previously).

16. Master of Research (MRes)

TO CONSIDER:

A proposal from the Academic Director (Graduate School) and Senior Assistant Registrar (Graduate School) to amend Regulation 37 to include the University's definition of an MRes Programme as outlined in paper BGS.46/14-15 (circulated previously).

17. Ordinance 13

TO CONSIDER:

A proposal from the Senior Assistant Registrar (Teaching Quality) to amend Ordinance 13 to include the award of the Bachelor of Arts and Science (BASc) as outlined in paper AQSC.54/14-15 (circulated previously).

18. Timeliness Reports

TO RECEIVE:

A composite timeliness of feedback report covering all Faculties from Spring term 2013/14, Summer term 2013/14 and Autumn term 2014/15 (paper AQSC.49/14-15, circulated previously).

19. Collaborative Courses

(a) Shakespeare for Teachers courses

TO CONSIDER:

At its meeting on 7 April 2015, the Chair of the Collaborative, Flexible and Distributed Learning Sub-Committee, acting on its behalf, had taken action to consider and recommend to the Academic Quality and Standards Committee a request from Warwick Business School for the discontinuation of the "Shakespeare for Teachers" courses in collaboration with the Royal Shakespeare Company as set out in papers CFDLSC.71a-b/14-15 (available online);

20. **External Examining**

TO RECEIVE:

An oral report from the Chair on revisions to the external examining system.

21. Any other business

ITEMS TO REPORT AND APPROVE WITHOUT FURTHER DISCUSSION

The Chair and Secretary consider that the following items are non-controversial and/or can be accepted with a minimum of explanation. Members of the Committee may, however, ask for any of the following items to be transferred to the agenda for discussion, by contacting the Secretary in advance of the meeting, or by raising the item at the commencement of the meeting.

22. Higher Education Academy (HEA) Report on Independent Learning

TO REPORT:

That research has been published by the HEA on the 12 May 2015, highlighting the importance of independent learning in higher education and how it is best supported by universities and colleges (paper AQSC.58/14-15, [available online](#))

23. HEFCE Programme for the Advancement of Technology-enhanced Learning

TO REPORT:

That the HEFCE has published a summary report and a range of online resources to share innovative practice and to support ongoing development in the area of technology-enhanced student learning (paper AQSC.59/14-15, [available online](#)).

24. Mock Tier 4 Compliance Report

TO RECEIVE:

A report on the mock Tier 4 compliance exercise by the Compliance Officer (Student Immigration) as outline in paper AQSC.53/14-15 ([available online](#));

25. New Postgraduate Courses of Study

TO REPORT:

That, at its meeting on the 30 April, it was reported to the Board of Graduate Studies that the Chair had taken action on behalf of the board to approve the following new courses:

MPhil/PhD in Media and Communication

PhD in Chemistry with European Collaboration (MSCA ITN European EJD)
Executive MBA (London)
MSc in International Business
MSc in Urban Science

26. Revised Postgraduate Courses of Study

TO REPORT:

That, at its meeting on the 30 April, it was reported to the Board of Graduate Studies that the Chair had taken action on behalf of the board to approve the following revisions to courses:

MSc in business (with variants)
Postgraduate Certificate in Innovation in Education

27. Next meeting

TO REPORT:

That the next meeting of the Committee is scheduled to be held on Monday 15 June 2015 from 09:30 to 11:30 in CMR1.0, University House.