

UNIVERSITY OF WARWICK

Academic Quality and Standards Committee

There will be a meeting of the Academic Quality and Standards Committee on Thursday 11 May 2006 at 9.30am in the Council Chamber, University House.

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary of the Group, Julian Moss, ext 22707, email julian.moss@warwick.ac.uk, or the Assistant Secretary, Holly Kinnear, ext 74464, email H.E.B.Kinnear@warwick.ac.uk

C E Charlton
University Secretary

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.

AGENDA

1. Minutes of the Previous Meeting

TO CONSIDER:

Minutes of the meeting held on 22 February 2006 (previously circulated; also available on the Governance web pages at http://www2.warwick.ac.uk/insite/info/gov/atoz/aqsc/minutes/aqsc_minutes_2.02.06.pdf)

#2. Matters Arising

(a) Integrated Masters Degrees (Minute 63(f)/05-06 refers)

TO REPORT:

That the Board of the Faculty of Science at its meeting on 8 February 2006 resolved that a group be formed, chaired by Professor Hutton, to consider issues regarding Integrated Masters courses and make recommendations to the Board; and that this group be empowered to report directly to the meeting of the AQSC on 11th May, having circulated its report to Board members for comment by 21st April.

(Minute 26/05-06)

TO CONSIDER:

Recommendations from the Faculty of Science working group, paper AQSC 101/05-06 (copy attached).

- (b) Year Out for Work Experience (Minute 81/05-06 refers)

TO CONSIDER:

Amended proposals and form for students wishing to take a Year Out for Work Experience, paper BUGS 9/05-06 (revised) (to follow).

- (c) Project Marking in Warwick Manufacturing Group (Minute 63(a)/05-06 refers)

TO REPORT:

That the group discussing project marking with Warwick Manufacturing Group met on Wednesday 10 May.

- (d) National Teaching Fellows 2006 (Minute 63(d)/05-06 refers)

TO REPORT:

That the University made three nominations to the National Teaching Fellowship Scheme: Mr D Morley (Warwick Writing Programme), Dr J Macpherson (Chemistry), and Dr R Johnson (PDP Coordinator/History).

- (e) National Student Survey 2006 (Minute 63(b)/05-06 refers)

TO RECEIVE:

Final report on the University's response rate in the National Student Survey 2006, paper AQSC 108/05-06 (copy attached), noting that the overall response rate is significantly lower than last year's of 40%, and that no results will be publishable as in no area of the University were the twin reliability thresholds of 30 responses and 50% of the eligible sample met.

3. Chair's Action

WMG: New Collaboration (CA-TDEC)

TO REPORT:

That the Chair took action on behalf of the Committee to approve in principle a proposal from Warwick Manufacturing Group, School of Engineering, to offer the existing Post-Experience Diploma in Engineering Business Management in collaboration with the China Aerospace Training and Development Exchange Centre (CA-TDEC), with the full course approval paperwork to be considered by the Collaborative, Flexible and Distributed Learning Sub-Committee at its next meeting prior to the negotiated contract coming into full operation, noting that:

- (a) The Steering Committee at its meeting on 24 April 2006 considered the proposal, paper SC.297/05-06 (copy attached);

- (b) The Board of Graduate Studies at its meeting on 27 April 2006 resolved:
- (i) That the proposal to deliver the Post-Experience Certificate in Engineering Business Management for CA-TDEC be approved for one year in the first instance.
 - (ii) That the continuation of the programme beyond the first year be subject to:
 - (A) A review of the rationale for the existing arrangements whereby students achieving an average of 55% in post-experience modules and 55% in the post-experience project are deemed to have met MSc entry requirements.
 - (B) Satisfactory resolution of the quality assurance issues currently being considered by the AQSC.
 - (C) A report on the first year of the CA-TDEC programme, to be considered by the Board following the meeting of the first Board of the Examiners, noting that this should include information on student performance, the numbers progressing to the MSc and the examination arrangements.

#4. Chair's Business

5. QAA: Institutional Audit

TO REPORT:

That the next QAA Institutional Audit will be scheduled for the academic year 2008-09.

#6. Library Reading List Audit

TO CONSIDER:

A report from Mr H Williams, Head of Academic Support, Library, on the outcomes of an audit of reading lists across the University, paper AQSC 102/05-06 (copy attached).

#7. Use of Postgraduate Teachers

TO CONSIDER:

A draft policy prepared by Professor L Bridges on the use of Postgraduate teachers, paper BGS 32/05-06 (copy attached), noting that the Board of Graduate Studies at its meeting on 27 April 2006 considered the proposal and recommended that it be approved, subject to a number of amendments noted at the meeting.

#8. Higher Education Academy: National framework for professional standards

TO CONSIDER:

The national framework for professional standards in teaching and supporting learning launched by the Higher Education Academy in February, paper AQSC 103/05-06 (copy attached), including a press release from the HE Academy, the Standards Framework and FAQs from the HE Academy website.

9. Skills Working Group

TO RECEIVE:

The Minutes of the meeting of the Skills Working Group held on 28 February 2006, paper AQSC 104/05-06 (copy attached).

#10. Outcomes from Institutional Audit (Minute 73/05-06 refers)

TO REPORT:

- (a) That the QAA has issued four further publications in the Outcomes from Institutional Audit series:
 - (i) Arrangements for international students
 - (ii) Collaborative provision in the institutional audit reports
 - (iii) Progression and completion statistics
 - (iv) Work-based and placement learning, and employability
- (b) That the Collaborative, Flexible and Distributed Learning Sub-Committee will consider 'Collaborative provision' at its next meeting.

TO CONSIDER:

Membership of a sub-group or sub-groups of the Committee to consider one or more of the most recent publications in the Outcomes from Institutional Audit series and report back to a future meeting of the Committee with any recommendations.

#11. Accreditation of Prior Learning

TO CONSIDER:

Proposed amendments to the University Policy on the Accreditation of Prior (Experiential or Certificated) Learning in three areas, paper AQSC 105/05-06 (to follow):

- (a) To reflect recent changes to postgraduate programmes in Warwick Medical School in the exemptions afforded to members of Royal Colleges;
- (b) To remove the current differential treatment of postgraduate students in Warwick Medical School based on whether they initially register for individual Postgraduate Awards or a full Masters course;

- (c) To address the widening participation agenda by extending the period during which prior certificated learning may be allowed for students applying through the Centre for Lifelong Learning for part-time undergraduate degrees from five to ten years.

#12. Warwick Medical School: Amendments to Ordinances and Regulations relating to the MBChB

TO RECEIVE:

- (a) The minutes of an extraordinary meeting of the Board of the Faculty of Medicine held on 12 April 2006, paper AQSC 106/05-06 (copy attached), convened to make recommendations on the amendments to Ordinances, Regulations, local Codes of Practice for Assessment, and University Committees required for the University to offer the MBChB degree independently of the University of Leicester, should GMC and Privy Council approval be forthcoming.
- (b) A paper prepared by the Secretary of the Board of the Faculty of Medicine summarising and contextualising the proposed changes, paper AQSC 107/05-06 (copy attached);

TO CONSIDER:

- (c) Proposed amendments set out in paper EBFM 1/05-06 (revised) (copy attached) to
- Ordinance 7 'Constitution of the Boards of the Faculties'
 - Ordinance 14 'Degrees and Diplomas'
 - Ordinance 16 'Matriculation'
- (d) Proposed amendments set out in paper EBFM 2/05-06 (revised) (copy attached) to:
- Regulation 2 'Committee Elections'
 - Regulation 3 'Committee Elections – Student Members'
 - Regulation 6 'Admission to the University'
 - Regulation 8.10 'Regulations for the Degrees of Bachelor of Medicine and Bachelor of Surgery (MB,ChB)'
 - Regulation 9 'Constitutions of Boards of Examiners'
 - Regulation 10 'Examination Regulations'
 - Regulation 11 'Procedure to be Adopted in the Event of Suspected Cheating in a University Test'
 - Regulation 12 'Absence for Medical Reasons from a University Examination for First Degrees'
 - Regulation 13 'Regulations Governing the Continuation of Registration'
 - Regulation 33 'Regulations Governing Temporary Withdrawal from the University'
 - Regulation 34 'Regulation for the Determination of Fitness to Practise'
- (e) The revised Code of Practice for Assessment for Phase 1 of the MBChB, paper EBFM 3/05-06 (revised) (copy attached);

- (f) The revised Code of Practice for Assessment for Phase 2 of the MBChB, paper EBFM 4/05-06 (revised) (copy attached);
- (g) Proposed amendments to committee structures, terms of reference, constitutions and memberships, paper EBFM 5/05-06 (revised) (copy attached).

13. SSLC Coordinators 2006-07

TO REPORT:

That Dr P Roberts will be on study leave for two terms during 2006-07, and that no replacement staff SSLC Coordinator will be appointed to cover this absence.

14. Any other business

15. Next meeting

That the next meeting of the Committee will be held at 9.30am on Wednesday 7 June 2006 in the Council Chamber, University House.