

UNIVERSITY OF WARWICK

Academic Quality and Standards Committee

There will be a meeting of the Academic Quality and Standards Committee on Wednesday 28 February 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 Committee, Julian Moss, ext 22707, email julian.moss@warwick.ac.uk, or the Assistant Secretary, Jenny Bradfield, ext 74464, email j.bradfield@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:

The minutes of the meeting held on 1 February 2007 (previously circulated and available online at <http://www2.warwick.ac.uk/services/gov/atoz/aqsc/minutes/>).

#2. Matters arising

(a) Course and Module approval (minute 47c/06-07 refers)

TO REPORT:

That at the meeting of the Committee held on 1 February 2007 it was resolved that members bring to this meeting any further thoughts and suggestions on the course and module approval systems.

TO CONSIDER:

Any further thoughts and suggestions on the report of two meetings of Chairs of Faculty Undergraduate Committees/Sub-Faculty and Faculty Graduate Study Committees held to discuss course and module approval mechanisms, paper AQSC 29/06-07 (tabled at the last meeting, additional copy attached).

(b) National Student Survey 2007 (minute 55/06-07 refers)

TO REPORT:

- (i) The University chose to focus the push for responses to the National Student Survey in the two weeks beginning 19 February;

- (ii) That the Communications Office devised a multi-faceted awareness-raising campaign, including posters, lamppost banners, messages from the Students' Union and an incentive for all who complete the survey (free printer credits);
- (iii) That the response rate by the latest census point on 21 February was 18%, which indicates a reasonable take-up by final-year undergraduates so far.

(c) QAA Overseas Audit (minute 30/06-07 refers)

TO REPORT:

- (i) That a QAA team visited the University on 8-9 February to carry out the UK site visit for the audit of Warwick Manufacturing Group's courses delivered collaboratively with Hong Kong Polytechnic University;
- (ii) An audit team will visit Hong Kong in May to speak to staff, students and alumni there;
- (iii) That we expect to receive the final audit report in late summer or autumn.

(d) Policy on Use of Postgraduate Students for Teaching (minute 32/06-07 refers)

TO REPORT:

That the Committee at its meeting on 22 November 2006 considered a policy for the use of postgraduate students for teaching, paper BGS 6/06-07 (revised), and resolved that the proposed policy be referred to the Faculty Boards for comment, before further consideration at the second meeting of the Committee in the Spring Term 2007.

TO CONSIDER:

Oral reports from Chairs of the Faculty Boards on the draft policy for the use of postgraduate students for teaching, paper BGS 6/06-07 (revised) (circulated before the meeting on 22 November; additional copy attached).

(e) Proposed Guidelines for the Supervision of Research Students based away from the University (minute 36/06-07 refers)

TO REPORT:

- (i) That the Committee at its meeting on 22 November 2006 considered Proposed Guidelines for the Supervision of Research Students based away from the University, paper BGS 7/06-07 (revised 3) and resolved that they be referred to Heads of Department for comment.

- (i) That twelve Heads of Department had responded to the request for comments.

TO CONSIDER:

Amended proposed Guidelines for the Supervision of Research Students based away from the University, paper BGS 7/06-07 (revised 4) (to follow).

3. Chair's Business

4. Academic Satisfaction Review 2006 (minute 109/05-06 refers)

TO CONSIDER:

Responses to the Academic Satisfaction Review 2006 (circulated as papers AQSC 111-112/05-06 for the meeting of the Committee held on 7 June 2006 and available on the Teaching Quality website, www.warwick.ac.uk/go/quality/asr) from the following academic and service departments and committees:

- (a) Classics & Ancient History, paper AQSC 36/06-07 (to follow);
- (b) English & Comparative Literature, paper AQSC 37/06-07 (to follow);
- (c) Film & Television Studies, paper AQSC 38/06-07 (to follow);
- (d) French Studies, paper AQSC 39/06-07 (copy attached);
- (e) German Studies, paper AQSC 40/06-07 (copy attached);
- (f) History, paper AQSC 41/06-07 (copy attached);
- (g) The History of Art, paper AQSC 42/06-07 (copy attached);
- (h) Italian, paper AQSC 43/06-07 (copy attached);
- (i) Theatre, Performance & Cultural Policy Studies, paper AQSC 44/06-07 (to follow);
- (j) Translation & Comparative Cultural Studies, paper AQSC 45/06-07 (copy attached);
- (k) Warwick Medical School, paper AQSC 46/06-07 (copy attached);
- (l) Biological Sciences, paper AQSC 47/06-07 (copy attached);
- (m) Chemistry, paper AQSC 48/06-07 (copy attached);
- (n) Computer Science, paper AQSC 49/06-07 (copy attached);
- (o) Mathematics, paper AQSC 50/06-07 (to follow);
- (p) Physics, paper AQSC 51/06-07 (copy attached);
- (q) Psychology, paper AQSC 52/06-07 (copy attached);
- (r) Statistics, paper AQSC 53/06-07 (copy attached);
- (s) Engineering, paper AQSC 54/06-07 (to follow);
- (t) Health and Social Studies, paper AQSC 55/06-07 (to follow);
- (u) Economics, paper AQSC 56/06-07 (copy attached);
- (v) Philosophy, paper AQSC 57/06-07 (copy attached);
- (w) Politics and International Studies, paper AQSC 58/06-07 (to follow);
- (x) Sociology, paper AQSC 59/06-07 (copy attached);
- (y) Law, paper AQSC 60/06-07 (copy attached);
- (z) Education, paper AQSC 61/06-07 (to follow);
- (aa) Warwick Business School, paper AQSC 62/06-07 (copy attached);
- (bb) Library, paper AQSC 63/06-07 (copy attached);

- (cc) IT Services, paper AQSC 64/06-07 (copy attached);
- (dd) Senior Tutor, paper AQSC 65/06-07 (copy attached);
- (ee) Students' Union, paper AQSC 66/06-07 (copy attached);
- (ff) Careers Service, paper AQSC 67/06-07 (copy attached);

- (gg) Campus Life Committee, paper AQSC 68/06-07 (to follow);
- (hh) Skills Working Group, paper SWG 10/06-07 (revised) (copy attached);
- (ii) Board of the Faculty of Science, paper AQSC 70/06-07 (copy attached);
- (jj) Board of the Faculty of Social Studies, paper AQSC 71/06-07 (copy attached).

5. Summaries of Annual Course Review reports

TO REPORT:

That the following summaries of Annual Course Review reports will be available for consideration by the Committee in the Summer Term:

- (a) Undergraduate courses in the Faculty of Social Studies;
- (b) Taught Postgraduate courses in the Faculty of Social Studies;
- (c) Research Postgraduate courses in the Faculty of Social Studies.

TO CONSIDER:

The following summaries of Annual Course Review reports:

- (d) Undergraduate courses in the Faculty of Arts, paper AUSC 15/06-07 (revised) (copy attached);
- (e) Taught Postgraduate courses in the Faculty of Arts, paper AGSC 16/06-07 (revised) (copy attached);
- (f) Research Postgraduate courses in the Faculty of Arts, paper AGSC 17/06-07 (revised) (copy attached);

- (g) Undergraduate courses in the Faculty of Medicine (to follow);
- (h) Taught Postgraduate courses in the Faculty of Medicine (to follow);
- (i) Research Postgraduate courses in the Faculty of Medicine (to follow);

- (j) Undergraduate courses in the Faculty of Science, paper SFS 38/06-07 (copy attached);
- (k) Postgraduate courses in the Faculty of Science, paper SGS 48/06-07 (copy attached);

- (l) Collaborative, Flexible and Distance/Distributed Learning courses, paper AQSC 72/06-07 (to follow).

6. Open Studies Certificate Approval Form

TO CONSIDER:

A minor amendment to the Open Studies Certificate approval form, adding as an allowed credit weighting "10, 20 or 30 credits" on page 4 of the form, paper AQSC 69/06-07 (copy attached).

7. New Collaborative Courses

(a) Warwick Business School: Diploma in Service Leadership (Singapore Specialist Diploma)

TO REPORT:

That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting on 8 February considered a proposal from Warwick Business School to create a partnership with Singapore Institute of Management to deliver the existing Diploma in Service Leadership under the name Diploma in Service Leadership (Singapore Specialist Diploma), paper CFDLSC 45/06-07 (sections of which had been considered by the Graduate Studies Committee of the Board of the Faculty of Social Studies as papers GFSS 138-140/06-07), noting that the University already had an agreement with SIM and SIMTech to deliver WMG courses, and recommended that the proposal be approved.

TO CONSIDER:

A proposal from Warwick Business School to create a partnership with Singapore Institute of Management to deliver the existing Diploma in Service Leadership under the name Diploma in Service Leadership (Singapore Specialist Diploma), paper CFDLSC 45/06-07 (copy attached).

(b) School of Engineering and Department of Physics: EngD in Non-Destructive Evaluation

TO REPORT:

That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting on 8 February considered a proposal to introduce an EngD in Non-Destructive Evaluation in collaboration with Imperial College London, and the Universities of Bath, Bristol, Nottingham and Strathclyde, and under the umbrella of the EPSRC Research Centre for Non-Destructive Evaluation, as set out in papers SGS 37-38/06-07 and recommended that the proposal be approved, subject to a recommendation that each module be assessed by a submission of between 3,000 and 5,000 words.

TO CONSIDER:

A proposal from the School of Engineering and the Department of Physics to introduce an EngD in Non-Destructive Evaluation in collaboration with Imperial College London, and the Universities of Bath, Bristol, Nottingham and Strathclyde, and under the umbrella of the EPSRC Research Centre for Non-Destructive Evaluation, paper SGS 37/06-07 (copy attached).

8. Any other business

9. Next meeting

TO REPORT:

That the next meeting of the Committee will be held at 9.30am on Thursday 17 May 2007 in the Council Chamber, University House.

Please note:

It is likely that there will be further substantive items on the second circulation agenda arising from meetings of the Boards of Graduate and Undergraduate Studies.

JDM/JB, 22.02.07

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