

**BOARD OF UNDERGRADUATE STUDIES
A G E N D A**

There will be a meeting of the Board of Undergraduate Studies at 09:00 a.m. on Tuesday 30 May 2017, in room CMR 1.0, University House.

Rachel Sandby-Thomas
Registrar

Note: Questions on agenda items for this meeting should be directed to the Secretary to the Board, Dr. J A Taylor, email J.A.Taylor@warwick.ac.uk or telephone extension 22633.

Apologies for this meeting should be directed to the Assistant Secretary to the Board, Mr. D W Brandist, email D.Brandist@warwick.ac.uk or telephone extension 74049.

MATTERS FOR CONSIDERATION BY THE BOARD OF UNDERGRADUATE STUDIES

The following items and reports are for consideration at the meeting.

Note: Committee papers are available at <https://files.warwick.ac.uk/bugs/browse#2016-17/Summer>

1. Conflicts of Interest

TO REPORT:

That, should any members or attendees of the Board 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*.

2. Minutes

TO CONSIDER:

The minutes of the meeting held on 13 February 2017.

3. Matters Arising on the Minutes

(a) Task and Finish Group on Regulation 36 and Late Penalties (Minute 21(b)/16-17 refers)

TO RECEIVE:

An oral report from the Chair outlining the progress of the Task and Finish Group.

- (b) Task and Finish Group on the Application of the Marking Scale (Minute 21(c)/16-17 refers)

TO RECEIVE:

An oral report from the Chair outlining the progress of the Task and Finish Group.

- (c) Proofreading Policy (Minute 21(d)/16-17 refers)

TO REPORT:

That the Academic Quality and Standards Committee, at its meeting on 20 February 2017, recommended to Senate that the Proofreading Policy set out in BGS 5/16-17 {revised 2} be approved subject to a minor amendment in Section 4, agreed in the meeting.
(AQSC Minute 58/16-17 refers)

- (d) Receipt and scrutiny of expert reports relating to disability (Minute 21(e)/16-17 refers)

TO RECEIVE:

An oral report from the Chair outlining the progress of the Task and Finish Group.

- (e) Task and Finish Group on Degree Classification Conventions (Minute 21(f)/16-17 refers)

TO RECEIVE:

An oral report from the Chair outlining the progress of the Task and Finish Group in clarifying the operation of discretion under the current Degree Classification Conventions.

- (f) Resignation of the Chair of the Board of Undergraduate Studies (Minute 22(b)/16-17 refers)

TO REPORT:

That the Academic Quality and Standards Committee, at its meeting on 20 February 2017, resolved "That Professor Leng be thanked for his considerable contribution to the business of the Board and for the collegiate way in which he had undertaken this work."
(AQSC Minute 51(a)/16-17 refers)

- (g) Changes to Regulations for First Degrees (Minute 25/16-17 refers)

TO REPORT:

That the Academic Quality and Standards Committee, at its meeting on 20 February 2017, recommended to the Senate that the proposal from the School of Engineering to revise Regulation 8.3, as set out in paper SUGS 26/16-17, be approved and that the change take immediate effect to current and incoming students as of the 2016/17 Examination Boards.
(AQSC Minute 60/16-17 refers)

4. Chair's Business

(a) Directors of Undergraduate Studies lunch - Spring Term

TO RECEIVE:

An oral report from the Chair on the Directors of Undergraduate Studies spring term lunch.

(b) Proposed Changes to Academic Governance

TO RECEIVE:

- (i) A paper (BUGS 18/16-17) containing feedback from the Faculty Undergraduate Studies Committees on the Consultation Paper on Proposed Changes to Academic Governance, submitted by the Academic Governance Review Group (BUGS 14/15-16 refers).
- (ii) An oral report from the Chair summarising the Board's response to the consultation paper from the Academic Governance Review Group (BUGS 14/15-16 refers).

5. New Courses of Study

TO CONSIDER:

(a) School for Cross-Faculty Studies

- (i) A proposal, as set out in paper AUSC.27/16-17, for a BAsc Honours degree in Global Sustainable Development and a BAsc Honours degree in Global Sustainable Development with Intercalated Year, to commence in October 2018
- (ii) A proposal, as set out in paper AUSC.28/16-17, for an Intercalated Year for the following existing joint degrees with Global Sustainable Development for introduction from October 2018:
 - (A) BAsc Economic Studies and Global Sustainable Development with Intercalated Year;
 - (B) BAsc Global Sustainable Development and Business Studies with Intercalated Year;
 - (C) BAsc History and Global Sustainable Development with Intercalated Year;
 - (D) BAsc Life Sciences and Global Sustainable Development with Intercalated Year;
 - (E) BAsc Politics and International Studies and Global Sustainable Development with Intercalated Year;
 - (F) BAsc Philosophy and Global Sustainable Development with Intercalated Year;
 - (G) BAsc in Psychology and Global Sustainable Development with Intercalated Year;
 - (H) BAsc Sociology and Global Sustainable Development with Intercalated Year;
 - (I) BAsc Theatre and Performance Studies and Global Sustainable Development with Intercalated Year
 - (J) BAsc Economic Studies and Global Sustainable Development with Intercalated Year;
 - (K) BAsc Global Sustainable Development and Business Studies with Intercalated Year;
 - (L) BAsc History and Global Sustainable Development with Intercalated Year;
 - (M) BAsc Life Sciences and Global Sustainable Development with Intercalated Year;
 - (N) BAsc Politics and International Studies and Global Sustainable Development with Intercalated Year;
 - (O) BAsc Philosophy and Global Sustainable Development with Intercalated Year;

- (P) BAsc in Psychology and Global Sustainable Development with Intercalated Year;
- (Q) BAsc Sociology and Global Sustainable Development with Intercalated Year;
- (R) BAsc Theatre and Performance Studies and Global Sustainable Development with Intercalated Year

(iii) A proposal, as set out in paper AUSC.29/16-17, for a specialist language pathway through the BA Honours degree in Liberal Arts.

(b) Warwick Manufacturing Group

(i) A proposal, as set out in papers SUGS 30/16-17 and 30(b)/16-17, for a BSc in Cyber Security.

(ii) A proposal, as set out in papers SUGS 43/16-17 and 43(b)/16-17, for a MEng in Biomedical Systems Engineering.

(iii) A proposal, as set out in papers SUGS 44/16-17 and 43(b)/16-17, for a BEng in Biomedical Systems Engineering

6. Changes to existing courses of study

TO REPORT:

That a joint committee of the Academic Quality and Standards Committee and the Undergraduate Studies Committee of the Faculty of Science, at meetings in March 2017, approved changes to 21 Engineering undergraduate courses in order to ensure compliance with requirements of the Professional, Statutory and Regulatory Body.

7. Discontinuation of courses of study

TO REPORT:

(a) The Department of Chemistry

That the Department of Chemistry has discontinued the following joint Undergraduate Courses:

- (i) With immediate effect (there being no students currently registered);
 - BF91 BSc Biomedical Chemistry
 - B9F1 BSc Biomedical Chemistry (with Intercalated Year)
 - F147 MChem Chemistry with Industrial Enviro Chem (Intercalated Year)
 - (ii) With effect from July 2017;
 - FN11 MChem Chemical Biology
 - F1C1 MChem Chemical Biology (with Intercalated Year)
 - (iii) With effect from July 2018;
 - F1N1 BSc Chemistry with Management
 - F1N2 BSc Chemistry with Management (with Intercalated Year)
- (Papers BUGS 16/16-17 and 16a-d/16-17 refer)

(b) The Department of Engineering and Warwick Manufacturing Group

That the Department of Engineering and Warwick Manufacturing Group have discontinued the following courses:

- (i) MEng Engineering with Business Management
 - (ii) MEng Engineering with Sustainability
 - (iii) MEng Engineering with Communications
 - (iv) MEng Engineering with Robotics
 - (v) MEng Engineering with Systems Engineering
 - (vi) MEng Engineering with Fluid Dynamics
 - (vii) MEng Civil Engineering with Business Management
 - (viii) MEng Civil Engineering with Sustainability
 - (ix) MEng Mechanical Engineering with Business Management
 - (x) MEng Mechanical Engineering with Sustainability
 - (xi) MEng Mechanical Engineering with Fluid Dynamics
 - (xii) MEng Automotive Engineering with Business Management
 - (xiii) MEng Automotive Engineering with Sustainability
 - (xiv) MEng Automotive Engineering with Robotics
 - (xv) MEng Electronic Engineering with Business Management
 - (xvi) MEng Electronic Engineering with Communications
 - (xvii) MEng Systems Engineering with Business Management
 - (xviii) MEng Systems Engineering with Sustainability
 - (xix) MEng Manufacturing and Mechanical Engineering with Business Management
 - (xx) MEng Manufacturing and Mechanical Engineering with Sustainability
 - (xxi) MEng Manufacturing and Mechanical Engineering with Robotics
- (Paper SUGS 40/16-17 refers)

8. HEAR – Section 6.1 Additional Information

TO CONSIDER:

- (i) An application from the School for Cross-Faculty Studies, for the inclusion of the Certificate of Sustainability Auditing in Section 6.1 of the HEAR, as outlined in paper BUGS 15/16-17.
- (ii) An application from the Department of Economics, for the inclusion of the Economics Undergraduate Mentor Scheme (Senior Mentor) in Section 6.1 HEAR, as outlined in paper BUGS 17/16-17.

9. Changes to Regulation 8.10(6)

TO CONSIDER:

A proposal from the Undergraduate Studies Committee of the Faculty of Medicine, as set out in paper MUSC 52/16-17, that revisions be made to Regulation 8.10(6) for implementation from the start of the academic year 2017/18.

10. Any other business

Matters to RECEIVE and APPROVE without further discussion

11. Chair's Action

TO REPORT:

That the Chair, acting on behalf of the Board, had taken action to approve issues as specified:

(a) New Courses

Approved the BSc (Degree Apprenticeship) proposed by Warwick Manufacturing Group in collaboration with Dyson, having received satisfactory clarification of the examination arrangements (as requested in BUGS Minute 23(c)(i)/16-17), together with additional documentation (BUGS 10-13/16-17) submitted by the Senior Assistant Registrar (Teaching Quality).

(b) Changes to existing courses

- (i) Approved a request from the Department of Chemistry to change the names for existing 'transfer only' degrees to emphasise the availability of industrial and international placements, as set out below.
- F106 MChem Chemistry with Professional Experience – to be renamed *MChem Chemistry with International Placement*
 - F108 MChem Chemistry with Industrial Training – to be renamed *MChem Chemistry with Industrial Placement*
 - F126 MChem Chemistry with Medicinal Chemistry with Professional Experience – to be renamed *MChem Chemistry with Medicinal Chemistry with International Placement*
 - F128 MChem Chemistry with Medicinal Chemistry with Industrial Training – to be renamed *MChem Chemistry with Medicinal Chemistry with Industrial Placement*
- Further approved that F106 and F108 be opened to direct entry via UCAS.
- (ii) Approved a request from the Undergraduate Studies Committee of the Faculty of Arts to change the name of the BA in History and Literature and the BA in History and Literature with Intercalated Year to BA in English and History and BA in English and History with Intercalated Year.

(c) Variation in Assessment on disability or medical grounds

- (i) Approved a request for a named student in the Department of English, in that the exam and essay in EN352 be replaced by a single essay of 5,000 words.
- (ii) Approved a request for a named student in the School of Law, in that the mixed assessment of exam and essay in LA359 be replaced by 100% examination.
- (iii) Approved a request for a named student in the Centre for Lifelong Learning, in that assessment by 100% examination in CE303 be replaced by 50% examination and 50% assignment.

- (iv) Approved a request for a named student in the Philosophy Department, in that unseen examinations in PH252 and PH332 be replaced by 2,500 word essays in each case.
- (v) Approved a request on behalf of a named student in the Department of Psychology, as follows:
 - PS346 Same exam paper in open-book format
 - PS349 **New exam paper:** Answer 1 out of 1 essay questions in open-book format
 - PS351 **New exam paper:** Answer 2 out of 4 essay questions in open-book format
 - PS358 Same exam paper in open-book format
 - PS362 Same exam paper in open-book format
 - PS367 Same exam paper in open-book format
 It being noted that the PS302 Third Year Project (30 CAT) would have no change.
- (vi) Approved a request on behalf of a named student in the Department of Classics and Ancient History, in that the examination elements in CX267, CX257 and CX264, be replaced by 1,000 word commentaries in each case.
- (vii) Approved a request on behalf of a named student in the Department of Chemistry, as follows:
 - CH3E9 organic laboratory experiment with pro-forma report be replaced with organic computational project with oral presentation
 - CH3FO inorganic laboratory experiment with journal article report be replaced with inorganic chemistry journal based research with poster presentation.
- (viii) Approved a request on behalf of a named student in the Centre for Lifelong Learning, in that the three-hour examination in PO131 be replaced by two 2,500 word essays.
- (ix) Approved a request on behalf of a named student in the School of Law, in that the 40% essay and 60% exam assessment in LA205-30 be replaced with a single essay of 20% and examination of 80% of the credit.
- (x) Approved a request from a named student in the Department of Philosophy, in that the exam component in PH252, contributing 85% of the credit, be replaced with an essay of 2,500 words.

(d) Special Examination arrangements

Approved a request for a named student in the Mathematics Institute for all examinations to be taken under the following special arrangements:

- Sole venue (taking into account the need for quiet and no bright, artificial lights)
- 25% extra time
- Rest breaks (maximum 15 minutes per hour of the exam)
- Invigilator to sit outside the exam room
- 'Crib sheets' approved by department beforehand (maximum two sides of A4 for each exam with definitions/statements but no proofs or examples)

(e) Reading Time

- (i) Approved a request from the School for Cross-Faculty Studies, for reading time to be added to the exam paper for GD104.
- (ii) Approved a request from the Department of Economics, for reading time to be added to the exam paper for EC338.

(f) Seen Examination Papers

Approved a request from the Department of History for a change of assessment for HI323 for 2017-18, in that the examination be a seen exam.

(g) Extension of Feedback/Marking deadlines

Declined a request from the Department of English and Comparative Literary Studies to extend a marking deadline by three days.