

UNIVERSITY OF WARWICK

BOARD OF UNDERGRADUATE STUDIES

A G E N D A

There will be a meeting of the Board of Undergraduate Studies at 2.00pm on Wednesday 18th February 2009 in the Council Chamber, University House.

J F Baldwin
Registrar

Note: Questions on agendum items or apologies 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.

1. Minutes

TO CONSIDER:

The minutes of the meeting held on 12th November 2008 (copy attached).

2. Chair's Action

TO REPORT:

(a) That the Chair, acting on behalf of the Board, has agreed a 'Memorandum of Understanding' with the WBS concerning the Senate Separate Papers Rule, paper BUGS 16/08-09, attached,

(b) That the Chair, acting on behalf of the Board, has approved a proposal from the Warwick Business School to introduce a new course BSc Accounting and Finance with Undergraduate Partnership Programme as set out in paper UFSS 66/08-09, attached.

3. Chair's Business

4. Annual Course Review Reports

TO CONSIDER:

(a) a Summary Report of the Undergraduate Annual Course Review Reports submitted by Departments in the Faculty of Arts for the academic year 2007/08 (paper AUSC 53/08-09, attached).

- (b) a Composite Report of the Undergraduate Annual Course Review Reports submitted by Departments in the Faculty of Science for the academic year 2007/08 (paper SFS 22/08-09, to follow).
- (c) a Summary Report of the Undergraduate Annual Course Review Reports submitted by Departments in the Faculty of Social Studies for the academic year 2006/07 (paper UFSS 167/08-09, to follow).

5. New Courses of Study

TO CONSIDER:

- (a) A proposal from the Department of Film and Television Studies for a new course BA in Film Studies for introduction in October 2010 (papers AUSC 42/08-09 (revised), AUSC 43/08-09, AUSC 44/08-09, attached).
- (b) A proposal from the Department of Italian for a new course for BA in Italian and Comparative Literature and Culture with Integrated Year Abroad' (Collaborative degree with the University of Turin, Italy) for introduction in October 2009 (papers AUSC.45-49/08-09, attached).
- (c) A proposal from the Department of Philosophy for a new course BA Philosophy with Intercalated Year for introduction in October 2009 (papers UFSS 133/08-09, UFSS 134/08-09, UFSS 163/08-09, attached).
- (d) A proposal from the Institute of Education to set up a new course B.A. (Hons) Early Childhood Care and Education (Singapore), for introduction in October 2009 (papers to follow).

6. Course approval forms (Minute AQSC 25(a)/08-09 refers)

TO REPORT:

The following minute from the meeting of the Academic Quality and Standards Committee at its meeting of the 19th November 2008:

CONSIDERED:

Proposed amendments to the course approval form, as set out in paper AQSC 25/08-09, including:

- (i) requirement that proposing departments identify which Regulation will govern the course, and confirm whether any changes to Regulations may be necessary;
- (ii) requirement to identify relative weightings of different years of study in the final classification/decision;
- (iii) requirement to supply proposed conventions for PGT courses;
- (iv) requirement to provide fuller information about the intended management of new joint and cross-departmental degrees, so that responsibilities for all aspects of management, liaison and student support are clear in advance of a new course being set

up (minute 4(g)(viii)/08-09 and Recommendations 1 and 2 of paper AQSC 9/08-09 refer).

Noting that:

- (v) if approved, these amendments would also be incorporated as appropriate within other relevant course approval documentation;
- (vi) that further amendments to the course approval form and other relevant documentation would be required to adopt the new numbering convention for academic levels included in the revised Framework for Higher Education Qualifications (FHEQ), and that these amendments will be considered by the Chair on behalf of the Committee, as set out in paper AQSC 5/08-09 (minute 9/08-09 referred).

RESOLVED:

That the proposed amendments to the course approval form, along with a further proposed amendment concerning SSLC arrangements, be considered by the Boards of Undergraduate and Graduate Studies in the spring term.

(AQSC minute 25(a)/08-09 refers)

TO CONSIDER:

The proposed amendments to the Course Approval as annotated in paper AQSC.25/08-09 (revised), copy attached.

7. SSLC Coordinators' Annual Reports

TO REPORT:

The following minute from the meeting of the Academic Quality and Standards Committee at its meeting of the 19th November 2008:

CONSIDERED:

Annual Reports from the Student-Staff Liaison Committee Coordinators on the operation of the SSLC system during 2007-08 for undergraduate courses, paper AQSC 21/08-09, and postgraduate courses, paper AQSC 22/08-09.

RESOLVED:

- (a) That the Annual Reports from the Student-Staff Liaison Committee Coordinators on the operation of the SSLC system during 2007-08 for undergraduate courses and postgraduate courses be approved as set out in papers AQSC 21 & 22/08-09 respectively;
- (b) That the Boards of Undergraduate and Graduate Studies, the Campus Life Committee and Faculty Teaching and Learning Forums be invited to consider sections of the reports relevant to their remits, with the

reports serving as one mechanism for identifying good practice which should be shared more widely.

(AQSC minute 23/08-09 refers)

TO CONSIDER:

The Undergraduate Student-Staff Liaison Committee Annual Report 2008, paper AQSC 21/08-09, attached

8. Departmental Undergraduate Annual Course Review Report Forms for Undergraduate and Postgraduate Taught Programmes

TO CONSIDER:

A revised version of the form for the taught annual course review reports proposed by the Board of Graduate Studies (BGS minute 47/08-09 refers), BUGS 17/08-09, (attached).

9. Undergraduate External Examiners' Reports for 2007/08

TO RECEIVE:

The procedure for the consideration of External Examiners' reports by the Boards of Undergraduate and Graduate Studies (paper BUGS1 /08-09, attached).

TO CONSIDER:

- (a) The reports of External Examiners for Undergraduate courses for 2007/08 received since the last meeting of the Board (paper BUGS13 /08-09, attached);
- (b) Pro-forma responses to the External Examiners' reports received from departments since the last meeting of the Board, and corresponding reports other than those included in BUGS13 0/8-09 (paper BUGS14 /08-09, attached);
- (c) The report from the Board Sub-group established to consider the reports of the External Examiners summarising key points in the reports for 2007-08 and making recommendations to the Board for further action (paper BUGS 4/08-09).
- (d) Responses from departments on specific issues raised by the Board following its consideration of reports at its last meeting (paper BUGS15 /08-09, attached);

10. Any Other Business