

UNIVERSITY OF WARWICK

BOARD OF UNDERGRADUATE STUDIES

Minutes of the meeting of the Board of Undergraduate Studies held on Wednesday 16th February 2005.

Present: Professor M Whitby (in the Chair), Professor A McFarlane, Mr K Mohaddes, Professor L Paterson, Dr J Robinson, Professor J Treglown, Dr P Ferdinand, Dr G Martin, Dr S Gardner, Ms S Parveen

Apologies: Dr M Neary, Dr T Drewello, Professor A Phizacklea

In Attendance: Ms Y Salter-Wright (for item under minute 25/04-05), Dr J Taylor, Miss E Heath

20-21/04-05 Reserved Items

Please see separate minutes for academic members of the Board only.

22/04-05 Minutes

RESOLVED:

That the minutes of the meeting held on 2nd February 2005 be approved.

23/04-05 Matters Arising on the Minutes

(a) Academic Satisfaction Review (minute 20/03-04 refers)

REPORTED:

That the Board of Undergraduate Studies at its meeting on 18th February 2004 had resolved:

- a) That the Board recognised that the Academic Office publishes the Summer Examination Timetable as early as possible and is this year using electronic publication of the timetable to improve student access to the information.
- b) That the time of publication of the Summer Examination Timetable is consequent on the timetable for option and assessment method choice by students in the Spring Term and that bringing forward the publication date could only be achieved by students accepting substantially earlier deadlines for these choices than those which they currently enjoy.
- c) That the Education Officer of the Students' Union be asked to consider whether the student body regards the earlier publication of

the timetable to be of more importance than the flexibility to make option and assessment method choices in the Spring Term.

CONSIDERED:

A report from the Education Officer of the Students' Union (paper BUGS 32/04-05).

RESOLVED:

That the Chair, in consultation with the Board Secretary, Dr Robinson and Dr Martin, be asked to write:

- a) to Chairs of Departments in the Faculties of Arts and Social Studies to ensure they could accept any implications of earlier exam timetable publication for departmental work cycles and,
- b) additionally, to Chairs of Departments in the Faculty of Science to ensure that the implications of earlier timetable publication for student module choice were fully appreciated and accepted by both staff and students.

24/04-05 Undergraduate Annual Course Review

CONSIDERED:

Summaries of Undergraduate Annual Course Review Reports from the faculties of Arts, Science and Social Studies (paper BUGS24/04-05), together with the resolutions of the Faculty Undergraduate Studies Committees as follows:

- a) Faculty of Social Studies (meeting of 19th January 2005)
 - (i) That a summary report of all Faculty Annual Course Review Reports 2003-04, paper UFSS 48/04-05, prepared following input from pairings of members of the Committee, be approved for submission to the Board of Undergraduate Studies, subject to minor amendments.
 - (ii) That, after discussion on how to put the Summary Report to good use in the Faculty, the Secretariat circulate the Report to all Chairs of Departments and Directors of Undergraduate Studies, for use within internal meetings and to help guide the production of 2004-05 Annual Course Review reports.
 - (iii) That it be recognised that there may be new information or amendments to be made following departmental readings of the Summary Report, but that, except in cases of factual error, the Committee would not ask departments to respond or to resubmit their reports but would ask departments to review issues and address them in their next Annual Course Review Report.
- b) Faculty of Arts (meeting of 19th January 2005)

- (i) That the Summary Report be considered by the Board of Undergraduate Studies, subject to the following amendments and additions:
 - (A) Section 1: That the sentence 'A new scheme for assessing language performance on History modules' be amended to 'A new specific task for linking language skills to History modules'.
 - (B) Section 2: That the sentence 'It is evident (...) their courses in line with students' feedback' be amended to 'It is evident (...) their courses in response to students' feedback'.
 - (C) Section 3: That it be noted that applications to the Department of English and Comparative Literary Studies are exceptionally high.
 - (D) Section 7: That it be noted that the Language Observation Exercise has now been discontinued.
 - (E) Section 8: That it be noted that the Language Centre is currently preparing a new 15 CAT module in Spanish for the final year of the Comparative American Studies course.
 - (F) Section 8: That it be noted that the Department of Theatre, Performance and Cultural Studies had won its bid to the HEFCE Centre for Education, Teaching and Learning Programme for a new facility.
 - (G) Section 10: That it be noted that the University network is unreliable and that the bid by the Department of French Studies for an additional lecturer had failed.
 - (H) That a note be added to the report regarding the bid by the Modern Foreign Language Departments for multimedia and data projection facilities to enhance some teaching rooms in the Faculty Building.
- (ii) That it be brought to the attention of the Senior Tutor that the School of Theatre, Performance and Cultural Studies had reported that waiting lists for the Senior Tutor's Counselling Service remain excessive and had observed that a future increase in provision in the area of stress-related illness may benefit all departments.
- (iii) That the Secretary of the Committee would enquire with the Examinations Office when the University Regulations on Plagiarism will be published.
- (iv) That Departments would endeavour, when producing future Annual Course Review Reports, to submit comparative data under the heading 'Admissions Details'.

RESOLVED:

That the summaries of Undergraduate Annual Course Review Reports from the faculties of Arts, Science and Social Studies, as set out in paper BUGS24/04-05, together with the resolutions of the Faculty Undergraduate Studies Committees be approved subject to the following minor amendments:

- a) in the Undergraduate Annual Course Review Report for the Faculty of Arts that references to 'CELTE', be amended to 'CELTE/CTCCS'.
- b) that in the Undergraduate Annual Course Review Report for the Faculty of Arts, Section 8, the statement 'the Department of Theatre, Performance and Cultural Studies had won its bid to the HEFCE Centre for Education, Teaching and Learning Programme for a new facility' be amended to 'Departments of English and Comparative Literary Studies and Theatre, performance and Cultural Studies have won their bid to the HEFCE Centre for Education, Teaching and Learning Programme for a new facility '.

25/04-05 Chemistry Applicants from Exeter University

CONSIDERED:

A paper from the Deputy Director of Student Recruitment and Admissions, (paper BUGS 33/04-05).

RESOLVED:

That the recommendations made by the Deputy Director of Student Recruitment and Admissions be approved as set out in paper BUGS 33/04-05.

26/04-05 New Courses of Study

a) Department of Sociology

RECOMMENDED:

That a proposal to restructure the existing BA in Sociology to a BA in Sociology with elective specialisms, be approved as set out in papers UFSS 41-45/04-05, subject to the following amendments and clarifications resolved by the Undergraduate Studies Committee of the Faculty of Social Studies at its meeting on 19th January 2005:

- (i) Rewording of the sentence on page 3 of the proposal (UFSS 41/04-05), relating to existing students transferring to the new degree.
- (ii) Clarification of which modules are optional cores depending on the specialism chosen.
- (iii) Better differentiation in the course specifications in the learning outcomes and related learning and teaching methods and formative and summative assessment methods.

b) School of Law

RECOMMENDED:

That a proposal to introduce a qualifying degree variant of the BA Law and Sociology, noting that qualifying variants for all other Law undergraduate degrees had previously been approved, such that the qualifying nature of the degree was shown on the student transcript where applicable was resolved by the Undergraduate Studies Committee of the Faculty of Social Studies at its meeting on 19th January 2005 be approved as set out in paper UFSS 53/04/05.

c) Department of Computer Science

RECOMMENDED:

- (i) That a proposal for the new degree course BSc Computing Systems, including an intercalated year variant, to be introduced from September 2006 be approved as set out in paper SFS.22/04-05.
- (ii) That a proposal for the new degree course MEng Computing Systems, including an intercalated year variant, to be introduced from September 2006 be approved as set out in paper SFS.23/04-05.

d) Department of Mathematics

RECOMMENDED:

That a proposal for the new degree course MMath Master of Mathematics with study in Europe be approved as set out in paper SFS.24/04-05.

e) School of Engineering

CONSIDERED:

Proposals from the School of Engineering for new degree courses in Automotive Engineering and Computer and Information Engineering, (papers SFS 25-29/04-05):

RECOMMENDED:

- (i) That a proposal for the new degree course BEng Automotive Engineering, to be introduced from September 2006 be approved as set out in paper SFS.28/04-05.
- (ii) That a proposal for the new degree course MEng Automotive Engineering, to be introduced from September 2006 be approved as set out in paper SFS.29/04-05.
- (iii) That a proposal for the new degree course BEng Computer and Information Engineering, to be introduced from September 2006 be approved as set out in paper SFS.26/04-05.
- (iv) That a proposal for the new degree course MEng Computer and Information Engineering, to be introduced from

September 2006 be approved as set out in paper SFS.27/04-05.

27/04-05 Discontinued Courses of Study

RECOMMENDED:

That a proposal by the School of Law to discontinue the Italian stream of the European Law LLB due to the uneconomical nature of the exchange partnership, be approved as set out in paper UFSS 46/04-05.

RESOLVED:

That the International Office be asked to explore the possibility of the exchange partnership discontinued by Law being exploited by other departments.