UNIVERSITY OF WARWICK

e-Learning Steering Group

There will be a meeting of the e-Learning Steering Group of the Information Policy and Strategy Committee and the Academic Quality and Standards Committee at 10.00am on Friday 6 May 2005 in CMR 1.1, University House.

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary of the Committee, Julian Moss, ext 74464, email julian.moss@warwick.ac.uk

C E Charlton
University Secretary

AGENDA

1.   Minutes of the Previous Meeting

TO CONSIDER:

The Minutes of the meeting of the e-Learning Steering Group held on 19 January 2005 (previously circulated).

2.   Matters Arising

3.   Chair's Business

4.   Teaching Quality Enhancement & Professional Standards Funding
(Minute 16/04-05 refers)

TO REPORT:

That the group assessing bids for TQEF & Professional Standards Funding at its meeting held on 10 March 2005 resolved:

To fund the following project, subject to minor clarifications in a small number of areas, subsequently supplied and approved by the Chair of the group:

(a)   Dr Ken Flint, Biological Sciences, "Development of web-based assessment for basic Chemistry", £3,250

To refer the following bids back to the proposing departments for clarification or refinement ahead of resubmission:

(b)   Dr Michael Hammond, Institute of Education, "Supporting student teachers through personal ownership of portable computers" (bid for £24,250)

(c)   Dr Charlotte Klonk, History of Art, "Arts Faculty and History of Art Visual Image E-learning Project" (bid for £92,000)

(d)   Dr Loredana Polezzi, Italian, "Integration of e-Learning practices in teaching and learning in the Modern Languages disciplines" (bid for £42,307)

(e)   Dr Trevor Hawkes, Mathematics, "Computer-Aided Assessment in the Science Faculty" (bid for £20,000)

5. <u>University Learning and Teaching Strategy</u> (Minute 19/04-05 refers)

    (a)   <u>Progress on updating the Strategy</u>

       TO REPORT:

       That work continues on drafting an updated Learning and Teaching Strategy, and that a draft of the updated Strategy will be circulated to members of the Steering Group for comment later in the term.

    (b)   <u>Distance Learning in the University</u>

       TO REPORT:

       That the Collaborative, Flexible and Distributed Learning Sub-Committee is currently carrying out a survey of the extent of Distributed Learning (including Distance Learning) in the University's courses.

       TO CONSIDER:

       (a)   The desirability of asking the e-Learning Advisor Team to investigate the appetite in departments for developing new Distance Learning courses;

       (b)   The desirability of setting as a strategic goal the extension of the University's portfolio of Distance Learning courses.

6. <u>Warwick e-Learning Award and e-Learning Orientation Week</u> (Minute 17/04-05 refers)

       TO CONSIDER:

       An oral report from Dr J Dempster on the Warwick e-Learning Award and the e-Learning Orientation Week.

7. <u>e-Learning Advisors</u>

       TO CONSIDER:

       A report from Mr J Dale, e-Lab, on the work and progress of the e-Learning Advisor team, paper EL 14/04-05 (<u>circulated on 29 April</u>).

8. <u>Plagiarism</u>

       TO CONSIDER:

       (a)   A report from Mr J Dale, e-Lab and the e-Learning Advisors on the use of the Plagiarism Detection Service, paper EL 15/04-05 (<u>circulated on 29 April</u>);

       (b)   The proposal to develop a range of institutional policies and guidance on the prevention and detection of plagiarism, as set out in paper EL 15/04-05;

(c)   The recommendation to roll out the JISC PDS facility across the institution in time for the Autumn Term 2005, following the road map set out in paper EL 15/04-05.

9.   <u>Draft e-Learning Strategy for the Medical School</u>

TO CONSIDER:

A draft of the Medical School's e-Learning Strategy, paper EL 16/04-05 (<u>circulated on 29 April</u>), it being noted that:

(a)   The Strategy has not been finalised within the Medical School;
(b)   The Strategy is influenced by, and acts as a stimulus to, ongoing debates around curriculum developments that are being anticipated in moves towards independence from Leicester;
(c)   The Medical School is not seeking formal approval for the Strategy at this stage, but would be keen to receive feedback from the Steering Group.

10.   <u>HEFCE e-Learning Strategy</u>

TO CONSIDER:

The HEFCE's Ten-Year e-Learning Strategy, paper EL 17/04-05 (<u>circulated on 29 April</u>).

11.   <u>Any Other Business</u>

12.   <u>Date of the Next Meeting</u>

TO REPORT:

That the next meeting of the e-Learning Steering Group will be held during the Autumn Term 2005.