

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 2.00pm on Wednesday 18 January 2006 in the Council Chamber, University House.

Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary of the Group, Darren Wallis, ext 22707, email darren.wallis@warwick.ac.uk, or the Assistant Secretary, 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 13 October 2005 (previously circulated).

2. Matters Arising

Electronic submission of coursework (minute 9/05-06 refers)

TO REPORT:

That the Academic Quality and Standards Committee, at its meeting on 16 November 2005 considered a paper from Mr J Dale, e-Lab, on the electronic submission of coursework, paper EL7/05-06, and resolved:

- (i) that electronic submission of coursework be supported in principle, with issues referred to the Committee as they arise;
- (ii) that it be noted that anonymous marking and plagiarism were two key issues to be borne in mind;
- (iii) that advice be taken by e-Lab from Alan Hume in the School of Engineering, who has substantial experience in running a similar system.

3. Chair's Business

4. Education Innovation Fund

TO REPORT:

- (a) that the Steering Committee, at its meeting of 17 October 2005 approved an Education Innovation Fund of £1 million and invited applications;
- (b) that 28 applications were received for the first round, which closed on 12 December 2005;
- (c) that Guidelines for Applicants are presently being revised and the next deadline for applications is 17 March 2006, with initial expressions of interest to be received by 3 March 2006 at the latest;
- (d) that the following projects with an e-learning dimension attracted funding:
 - (i) Sean Allan, German: Intermedial approaches to the learning of (foreign) languages and cultures: Podcasting and M-Learning, £6,000;
 - (ii) David Nye, CAS: Online Visual Archive of the Americas, £8,000;
 - (iii) Phil Mizen, Sociology: Developing student learning through visually driven investigation, £6,000;
 - (iv) Derek Chetwynd, WMG, Intercontinental Robotics, £20,000.

5 Review of the e-learning strategy (minute EL10/05-06 refers)

TO REPORT:

That the Memorandum seeking views on the e-learning strategy was distributed on 20 October, 2005, paper EL12/05-06.

TO CONSIDER:

The next steps in the review of the Strategy.

6 e-learning benchmarking pilot (minute EL4/05-06 and paper EL10/05-06 refer)

TO REPORT:

- (a) that the University's expression of interest to the e-learning benchmark pilot was submitted by the deadline of 30 November 2005, paper EL 13/05-06, and that the University had been selected as one of 12 pilot institutions, paper EL 14/05-06.
- (b) that the consultants linked to the University are from the Association of Commonwealth Universities/ Observatory on Borderless Higher Education.

TO RECEIVE:

- (a) Presentation slides taken from the HEA Town Meeting on 9 November 2005, paper EL 15/05-06;

- (b) FAQs on Benchmarking and Pathfinder from the HEA web-site on the exercise (<http://www.heacademy.ac.uk/benchmarking.htm>), paper EL 16/05-06;
- (c) a draft presentation to be delivered at the launch meeting on 20 January 2006 at the Royal Society by Professor Whitby, Mr J Dale, Dr J Dempster and Mr D Wallis (paper EL 17/05-06, to follow) plus details of the event and the consultants, paper EL 18/05-06.

TO CONSIDER:

How the University should approach the benchmark pilot, what it expects to gain from the process and how it will relate to the consultants.

7 Marandet Digitisation project

TO RECEIVE:

A report on progress of the Library Marandet Digitisation project by Mr H Williams, paper EL 19/05-06

8 e-Learning advisors' report

TO RECEIVE:

An update on the activities of the e-Learning advisor team, paper EL 21/05-06 (to follow)

9 Distance Learning Survey

TO RECEIVE:

A report on the Distance Learning survey conducted by e-Lab, paper EL 22/05-06 (to follow)

10. TQEF & Professional Standards Funding

TO REPORT:

- (a) That the group assessing bids for TQEF & Professional Standards Funding at its meeting held on 19 July 2005 resolved during October to fund the following project:

Dr Sarah Richardson, Department of History, *e-resources and e-learning in the Department of History and School of Comparative American Studies*, £20,250.

- (b) That further TQEF & Professional Standards funds remain available for distribution through the challenge fund as follows:

for e-learning projects:	£41,000
for resource-based learning:	£15,000
for plagiarism prevention/detection:	£13,000
for computer-aided assessment:	£0

(c) That the next deadline for bids is 1 February 2006.

11. Centre for Academic Practice: Awards and Funding

TO RECEIVE:

A summary of awards and funding made and received by the Centre for Academic Practice in relation to e-learning, paper EL 20/05-06

12. Any Other Business

13. Date of the Next Meeting

TO REPORT:

That the next meeting of the e-Learning Steering Group will be held at 10am on Friday 5 May 2006 in CMR 1.1.

DW/jdm 07.10.05
Quality\committees\e-learning\2005-06\agenda 13.10.05