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 10am on Friday 11 May 2007 in the Council Chamber, first floor, University House.

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary of the Group, Julian Moss, ext 22707, email julian.moss@warwick.ac.uk, or the Assistant Secretary, Jenny Bradfield, ext 74464, email j.bradfield@warwick.ac.uk.

C E Charlton
<u>University Secretary</u>

AGENDA

1. <u>Minutes</u>

    TO CONSIDER:

    The minutes of the meeting held on 26 January 2007 (previously circulated and available on the Governance website at http://www2.warwick.ac.uk/services/gov/atoz/e-learning/minutes/)

2. <u>Matters arising</u>

    (a) <u>JISC</u> (minute 16/06-07(a) refers)

         TO REPORT:

         (i)   That the bid submitted to the JISC Learners' Experience of E-learning programme for an Institutional Studies project in partnership with the University of Northumbria entitled 'Students' Blended Learning User Patterns' had been successful, and that the two year project would run from March 2007 to February 2009.

         (ii) That discussions between the Secretariat and Research Support Services concerning the existing resources available to those applying for funding are ongoing.

    (b) <u>TQEF/Pathfinder: Embedding E-Learning Challenge Fund</u> (minute 16/06-07(b) refers)

         TO REPORT:

         That at the meeting of the Quality Enhancement Working Group on 26 February 2007 it was <u>reported</u>:

         (i)   that £95,000 had been allocated to a TQEF Teaching and Learning Challenge Fund for 2007-08, and that £105,000 had been allocated to a TQEF Teaching and Learning Challenge

Fund for 2008-09 (subject to confirmation in HM Treasury's Comprehensive Spending Review), as noted in paper QEWG 14/06-07), and that this T&L Challenge Fund would replace this year's Embedding E-Learning (EEL) Challenge Fund, whose guidelines were as set out in paper QEWG 15/06-07;

(ii) that some money remained from the original allocation to the Vice-Chancellor's Education Innovation Fund, which currently operated according to guidelines set out in paper QEWG 16/06-07;

and <u>resolved</u>:

(iii) that for 2007-08 and 2008-09 TQEF and EIF monies be combined as a single fund, and that the objectives of the combined fund be clearly defined;

(iv) that applications to the combined fund continue to be in accordance with fixed deadlines, it being noted that applicants should be given as much notice as possible of the deadline for each round of bidding;

(v) that two bidding rounds operate in 2007-08 with the deadlines fixed for the end of the Autumn Term 2007 and the end of the Spring Term 2008.

TO RECEIVE:

(vi) A summary, paper EL 23/06-07, (to follow), of:

(A) the funds allocated to e-learning-related projects in the fourth and fifth rounds of bidding to the Education Innovation Fund; and

(B) the funds allocated from the Embedding E-Learning Challenge Fund.

(c) <u>Apple: iTunesU Europe</u> (minute 18/06-07 refers)

TO RECEIVE:

An oral update from Dr David Davies.

3. <u>Chair's business</u>

4. <u>Higher Education Academy e-learning Research Observatory</u>

TO RECEIVE:

A copy of an expression of interest submitted to the Higher Education Academy e-learning Research Observatory, entitled 'Student Inspired Development of Learning Experiences', paper EL 24/06-07 (<u>copy attached</u>).

TO CONSIDER:

A report from Mr Mark Childs and Mr Graham Lewis, Centre for Academic and Professional Development, on the use of wiki software to develop the expression of interest, paper EL 25/06-07 (copy attached).

5. JISC Capital Programme (Circular 01/07, April 2007)

    TO RECEIVE:

    JISC Capital Programme Circular 01/07, April 2007, paper EL 26/06-07 (copy attached), noting that proposals for funding must be submitted by 21 June 2007.

6. HE Academy/JISC Pathfinder programme: Departmental Impact Analysis (minute 20/06-07 refers)

    TO CONSIDER:

    A paper prepared by Dr Jay Dempster, Centre for Academic and Professional Development, on further activity on a departmental impact analysis of e-learning projects, paper EL 27/06-07 (to follow).

7. Survey of e-learning activities

    TO CONSIDER:

    A report from Mr J Dale on a proposed survey of e-learning activities within academic departments, paper EL 28/06-07 (copy attached).

8. Computer aided assessment

    A report from Mr J Dale on issues related to computer aided assessment and teaching, paper EL 29/06-07 (copy attached).

9. e-Learning advisors' report

    TO CONSIDER:

    A report from Mr J Dale updating the Group on recent e-learning activities, paper EL 30/06-07 (copy attached).

10. International e-learning benchmarking (minute 19/06-07 refers)

    TO CONSIDER:

    The draft institutional review document, paper EL 31/06-07 (to follow), together with a covering paper prepared by the Secretary, paper EL 32/06-07 (to follow).

11. Any Other Business

12.   <u>Next meeting</u>

TO REPORT:

That the date and time of the next meeting of the Group will be decided in due course.