

UNIVERSITY OF WARWICK
WARWICK INTERNATIONAL FOUNDATION PROGRAMME
BOARD OF STUDIES

Minutes of the Meeting of the Warwick International Foundation Programme Board of
Studies held on 27 January 2015.

Present: Prof. C Hughes (Chair), Dr D Britnell, Dr T McCrisken, Dr K Moffat, Ms L Clarke, Ms S Cotton, Dr M Joy, Mr D Fowers, Mr I Pemberton, Mr D Bachu, Prof. P Corvi, Dr G Sharpling, Dr M Skinner, Dr D Garratt, Prof. S Jacka, Dr S Liu

Apologies: Mr J Kennedy, Ms W Chan

In attendance: Ms H Johnson, Mr T Such, Mr W Johnson

11/2015-16 Minutes

CONSIDERED:

The Minutes of the Warwick International Foundation Programme Board of Studies held on 16 October 2014 (WarwickIFP 12/2014-15)

12/2015-16 Matters Arising on the Minutes

REPORTED:

- (a) Minute 7/2014-15(i) That the wording of the Progress and Attendance Monitoring Policy has been changed to include the word 'normally', allowing an element of flexibility
- (b) Minute 7/2014-15(j) That the compliments section has been removed and the programme now operates a 'Complaints Procedure' only
- (c) Minute 7/2014-15(k) That a revised Cheating and Plagiarism Policy will be considered by the Warwick IFP Board of Studies
- (d) Minute 10/2014-15(b) That the Warwick-Nazarbayev Partnership has taken considerably longer than anticipated to come to fruition but that the Centre for Professional Education continues to work towards a final contract for implementation in the 2014-15 academic year

13/2015-16 Warwick IFP Review Update

RECEIVED:

An overview of the IFP review process and an updated review framework

14/2015-16 Immigration Update

RECEIVED:

An oral report from Helen Johnson, Assistant Director Study Abroad, regarding proposed changes to UKVI Guidance for Tier 4 Sponsors following a meeting at the Home Office on 15 January 2015

REPORTED:

- (a) That the University will be unable to issue CAS for the Warwick IFP students after September 2015
- (b) From September 2015 each partner provider will be required to issue CAS for IFP students and that effective forward planning is vital to avoid hurdles to recruitment in future years
- (c) A work-around was sought from the UKVI but that this was not deemed appropriate by the Home Office
- (d) Circa. 10-15 students would likely be affected by the September deadline for issuing students a CAS from the University

15/2015-16 Minutes of the 2014-15 Warwick IFP Working Parties

RECEIVED:

- (a) The Minutes of the Warwick IFP Social Science Working Party (WarwickIFP 14/2014-15)
- (b) The Minutes of the Warwick IFP Business Studies Working Party (WarwickIFP 15/2014-15)
- (c) The Minutes of the Warwick IFP Sciences Working Party (WarwickIFP 16/2014-15)
- (d) The Minutes of the Warwick IFP Law Working Party (WarwickIFP 17/2014-15)
- (e) The Minutes of the Warwick IFP English & Study Skills Working Party (WarwickIFP 18/2014-15)

16/2015-16 Matters Arising from Working Parties

CONSIDERD:

- (a) IFP.Sci.3/2014-15(d) refers: Whether additional units for the IFP Science and Engineering course could be introduced for the 2015-16 academic year, utilizing the former Biomedical Sciences module syllabus
- (b) IFP.Sci.4/2014-15 (e) refers: That Dr Dave Britnell has received information from the IFP team regarding the progression of students into the Engineering department, with the intention to explore an appropriate scholarship offering for students progressing to engineering undergraduate courses for the 2015-16 academic year
- (c) IFP.Law.9/2014-15 (g) refers: That the range of examination scripts to be circulated to internal and external examiners be agreed and harmonized
- (d) IFP.Law.10/2014-15 (h) refers: That all IFP steams adopt the same timeframe for script circulation prior to each Examination Board

RESOLVED:

- (e) That talks should go ahead to discuss the potential for adding optional modules to the Warwick IFP, such as chemistry and additional mathematics
- (f) That the appropriate forum for considering additional options would be the IFP internal review process
- (g) That all Science and Engineering students who choose Warwick as a firm choice for MEng and BEng will receive a £3000 scholarship from 2015-16 onwards
- (h) That Prof. C Hughes will contact other departments to encourage them to explore the possibility of similar IFP scholarships
- (i) That the Warwick IFP team will provide departments with module breakdown information on students that have progressed into Warwick
- (j) That all Streams will adopt the suggested timeframe for script circulations

17/2015-16 Warwick IFP Annual Report

RECEIVED:

Warwick IFP Annual Report 2014-15 (WarwickIFP 19/2014-15)

REPORTED:

- (a) That there had been an overall decline of 4.8% in the intake, due primarily to the decline of the Hong Kong and Singapore markets
- (b) That an increase in the diversity of the intake had been a positive step towards reducing the reliance on the Chinese market
- (c) That Recruitment over the last 10 years has been very volatile across all programmes
- (d) That Hong Kong was unlikely to rebound as a market over the coming years due to a decrease in the 18-25 demographic and an increase in international and local competition
- (e) That there had been an increase to the amount of students requiring placement through clearing that was due in part to the introduction of the automatic conditional offers

18/2015-16 Cheating and Plagiarism Policy

CONSIDERED:

An updated Warwick IFP Cheating and Plagiarism Policy (WarwickIFP 20/2014-15)

RESOLVED:

- (a) That a line relating to the weekends not being calculated for late penalties to be removed from the document

- (b) That the examples of late penalties should have the dates removed, to avoid confusion for students submitting work

19/2015-16

College Reports

RECEIVED:

A report from Warwickshire College (WarwickIFP 21/2014-15)

REPORTED:

- (a) That there were a number of strong candidates for Oxbridge this year and a student has received an offer without a STEP requirement, suggesting the strength of the Maths taught on the programme
- (b) That the Maths & Economics course appears to be a popular choice for students applying to MORSE, Actuarial science, and Mathematics & Statistics
- (c) The ICT option is proving very popular compared to economics with the Science and Engineering students
- (d) That there has been a 20% drop in students compared to the previous year taking the Law Stream driven by the drop in Hong Kong students taking law
- (e) Cross College links are developing between students. Warwick IFP student society has started to grow, especially with the £2000 incentive if the society reaches 50 members
- (f) The Monitoring points and compliance system are working well to identify students who are not attending class
- (g) That all UCAS applications have been submitted on time
- (h) That the new replacement law teacher has settled in well and well received by the students and staff
- (i) That students have received a quick turnaround of offers from the University of Warwick

RECEIVED:

A report from Stratford-upon-Avon College (WarwickIFP 22/2014-15)

CONSIDERED:

- (a) That the new grading system is working well and helping staff to make accurate academic predictions
- (b) That the range of nationalities for the 2014/15 cohort is very diverse and refreshing
- (c) That all UCAS applications have gone smoothly
- (d) That Students are very involved in an outreach programme which helps to support the local community
- (e) That students and staff are making the most out of the Student Learner Conference
- (f) That students have received a quick turnaround of offers from the University of Warwick
- (g) That cross-partner links are developing between students

(h) That new social media platforms have allowed students to exploit more support networks

20/2015-16 Examination Process 2015

RECEIVED:

The dates and deadlines for proposed examination boards and script circulation for the current academic year (WarwickIFP 23/2014-15)