

UNIVERSITY OF WARWICK
HIGHER EDUCATION FOUNDATION PROGRAMME
BOARD OF STUDIES

There will be a meeting of the HEFP Board of Studies on Friday, 1 February 2002 at 1.00 pm (*Please note the change of time*) in the Council Chamber, University of Warwick. A buffet lunch will be served at 12.45pm prior to the meeting.

J Nicholls
Registrar

AGENDA

1. Minutes

TO CONSIDER:

The Minutes of the meeting held on Friday, 19 October 2001 (attached, HEFP 10/01-02).

2. Matters Arising on the Minutes

TO REPORT:

(a) Minute: 4/01-02 English & Study Skills

That additional evaluation of the English & Study Skills course had taken place by Dr Nesi, and incorporated into the Hong Kong proposal (circulated to the Hong Kong Working Party 21 October 2001).

(b) Minute: 4/01-02 Business Studies, Hong Kong

University of Warwick, Senate Minutes, December 2001 resolved:

‘That the proposal from the International Office that the HEFP in Business Studies be offered in partnership with the British Council in Hong Kong be approved in principle as set out in paper PDLs 8/01-02, subject to further clarification of the procedures for quality assurance, and that the proposal be forwarded to the Dean of the Warwick Business School for information’.

(c) That a working party consisting of Professor Kemp, Mr Gribbon, Dr Procter, Dr Robinson, Mr Fowers and Ms Johnson had taken place on 12 December to consider the post of an overseas Business Studies moderator with the purpose of establishing and maintaining quality and consistency across the HEFP Business Studies programmes.

(d) Minute 6/01-02 Course Syllabi

That the Business Studies and Social Science syllabi will be amended after discussion at the relevant working party on 6 February 2002.

(e) Minute 10/01-02 Business Studies Review

That a meeting of the Business Studies Review panel had met on 16 January 2002 and started the review procedure.

TO RECEIVE:

(a) Minute 6/01-02

Revised cv's for the Science/Engineering and Law academic staff. (attached, HEFP 11/01-02).

3. Working Parties

TO REPORT:

That the Law Working party had taken place in December 2001, and that the Business Studies, Social Science, Science/Engineering and English/Study Skills working parties would take place during February 2002.

TO CONSIDER:

A draft copy of the reply to Dr Campbell's final External Examiners Report for the Law & Society programme 2000-1. (HEFP 12/01-02).

4. Overseas Developments

TO REPORT:

That the following Business Studies programmes had now received approval through Senate:

- (a) British Council, Dubai, due to start September 2002
- (b) British Council, Hong Kong due to start September 2002, on the condition of local registry approval.
- (c) BITE, Kuwait is unknown at the moment, and may not be an option for 2002.
- (d) In view of the additional work associated with consideration of the proposal for, and development of, overseas courses, approval of a 20% overseas moderator post to co-ordinate the programme development and academic quality of the Business Studies programme is currently being sought through the Earned Income Group.

5. Annual Report

TO RECEIVE:

The Annual Report for the year 2000-1 (HEFP 13/01-02).

6. Future Projects

TO REPORT:

That the possibility of a new branch of the HEFP in Biological Sciences was currently under consideration with the possibility of the programme leading into degrees such as Biology, Biotechnology, Pharmacy and Chemistry. (HEFP 14/01-02).

7. Any Other Business