

**UNIVERSITY OF WARWICK**  
**HIGHER EDUCATION FOUNDATION PROGRAMME**  
**BOARD OF STUDIES**

There will be a meeting of the HEFP Board of Studies on Friday, 6 July 2007 at 1.00 pm, in the Council Chamber, University House, University of Warwick.  
A buffet lunch will be served at 1.00 pm.

C Charlton  
University Secretary

Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary of the Committee, Helen Johnson (75598 or email: [h.j.johnson@warwick.ac.uk](mailto:h.j.johnson@warwick.ac.uk))

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**AGENDA**

1. Minutes

TO CONSIDER:

The Minutes of the Higher Education Foundation Programme Board of Studies held on 6 July 2007. (Attached: HEFP 7/2006-7).

2. Matters Arising on the Minutes

Minute 12/2006-7 Refers:

(a) That the discrepancy with the Business Studies syllabi had been resolved.

Minute 13/2006-7 Refers:

(b) That the procedure for the receipt of new cv's for teaching staff was now being implemented.

3. New Members of Teaching Staff

RECEIVED:

Warwickshire College:

Cathleen Xuereb (Attached: HEFP 8/2006-7)

Stratford upon Avon College:

Ian Pemberton (Attached: HEFP 9/2006-7)

CL3 Hong Kong:

Chan, Wai Sang, William (Attached: HEFP 10/2006-7)

Constantin H K Lo (Attached: HEFP 11/2006-7)

Warwick External Moderator: English & Study Skills

Lixian Jin (Attached: HEFP 12/2006-7)

4. Business Studies

TO RECEIVE:

- (a) Working Party Minutes (Attached HEFP 13/2006-7)
- (b) Examination Board Minutes and provisional Examination Board marks (Attached: HEFP 14/2006-7)

5. Business Studies Hong Kong

TO RECEIVE:

- (a) Working Party Minutes (Attached HEFP 15/2006-7)  
(examination results in the Board above: 14/2006-7)

6. Social Science

TO RECEIVE:

- (a) Working Party Minutes (Attached HEFP 16/2006-7)
- (b) Examination Board Minutes and provisional Examination Board marks (Attached HEFP 17/2006-7)

7. English & Study Skills

TO RECEIVE:

- (a) Working Party Minutes (Attached HEFP 18/2006-7)
- (b) Examination Board Minutes – provisional grades have been transferred to the specific HEFP subject mark sheet (Attached HEFP 19/2006-7)

8. Chemistry/Biology

TO RECEIVE:

- (a) Working Party Minutes (Attached HEFP 20/2006-7)
- (b) Examination Board Minutes and provisional Examination Board marks (Attached HEFP 21/2006-7)

9. Law

TO RECEIVE:

- (a) Working Party Minutes (Attached HEFP 22/2006-7)
- (b) Examination Board Minutes and provisional Examination Board marks (Attached HEFP 23/2006-7)

10. Science/Engineering

TO RECEIVE:

- (a) Working Party Minutes (Attached HEFP 24/2006-7)
- (b) Examination Board Minutes and provisional Examination Board marks (Attached HEFP 25/2006-7)

11. HEFP Applications for 2007

TO RECEIVE:

A summary of applications up to 30 June 2007.

12. Membership of the Board of Studies

TO RECEIVE:

Notification of changes to the Board of Studies

(a) Ms J Preshous is the nominated English and Study Skills representative and will hold the post for a 2-year period.

(b) English & Study Skills

13. Any Other Business

HJJ