

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

There will be a meeting of the HEFP Board of Studies on Wednesday 3 February 2010 at 3.30 pm in CMR 0.2 (situated on the ground floor of University House, through the café area and on the right-hand side).

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**AGENDA**

1. Date of Meeting for the final meeting of the Board

Thursday, 8 July, Council Chamber, University of Warwick.

2. Minutes

TO CONSIDER:

The Minutes of the Higher Education Foundation Programme Board of Studies held on 23 October 2009. (Attached: HEFP 6/2009-10).

3. Matters Arising on the Minutes

Minute 23/2008-09 refers: the report of the Social Science quinquennial review of the Social Science programme to be taken later in the agenda.

Minute 24/2008-09 refers: Mr Keith Uff, University of Birmingham Law School has been proposed by Mr Roger Leng as the external examiner for the HEFP Law programme. A copy of Mr Uff's CV will be provided to the Board as soon as possible.

Minute 26/2008-09 refers: Dr Sharpling to update the Board on the progress of the final English language comparison report.

Minute 23/2008-9 refers: a meeting to develop a strategy for working with varying degrees of plagiarism will take place on 3 February following the Board of Studies meeting.

Minute 29-08-09 refers: Ms Bhogal from the Warwick student admissions team visited the Social Science students to provide a briefing on the targeted personal statements required for entry to competitive degrees. This group was selected as in the previous recruitment year, several students had been rejected due to perceived weaker personal statements.

Minute 3/2009-10 refers: the name of the college has now been added to the internal syllabi documents.

Minute 4/2009-10 refers: The HEFP Annual Report has been submitted and will be included in the Senate papers for 27 January 2010.

Minute 6/2009-10 refers: the number of HEFP students on the DARO database is currently 1335. Discussions have started with the DARO team to ascertain the best way of using this resource for follow-up and placement information. In the meantime, a report from the International Office detailing the University placement and degree classifications for the 2005-6 cohort is attached. (HEFP 7/2009-10).

Minute 8/2009-10 refers: confirmation of term dates have been confirmed by Warwickshire College as follows:

**Autumn Term Starts:** 6 September 2010

Half term: 25 October to 29 October 2010

End of Autumn Term: 10 December 2010

**Spring Term Starts:** 5 January 2010

Half term: 21 February to 25 February 2011

End of Spring Term: 15 April 2011

**Summer Term Starts:** 3 May 2011

Final examination: 3 June 2011

Stratford upon Avon College

**Autumn Term Starts: 13 September 2010**

Details to be confirmed.

This information is required on the HEFP website, pre-departure briefings, in the HEFP Student Guide publication and for flight details.

Minute 9/2009-10 refers: College staff will need to contact the International Office with their date of birth, and an electronic passport-type photograph in order to receive access to the University online materials. Each application will need to be made individually but this process is relatively straightforward.

4. Report from the Colleges on Progress

TO RECEIVE:

An oral report from each programme manager on the progress of the students and any issues arising so far this year.

(a) Stratford upon Avon College: Business Studies and Social Science

(b) Warwickshire College: Law and Science/Engineering

5. HEFP Recruitment for 2010

TO RECEIVE:

- (a) The recruitment statistics comparing January 2009 with January 2010. The indications are that the overall applications are looking positive, however, market intelligence indicates that applications from China may be being submitted at an early stage in the application process, which will affect these figures. Notwithstanding, the overall trend is positive although more work will need to be undertaken in Biomedical science. (Attached: HEFP 8/2009-10).

TO REPORT:

- (b) A visit by Ms Zhanar Orsarinova, Lead Manager, Ministry of Education and Science of the Republic of Kazakhstan took place on 25 January 2010. The Ministry fund through the Bolashak scholarship scheme over 300 places a year into the UK (all levels). Funding for 2010/11 is likely to be in the area of the Sciences and subjects such as Business and Economics are not expected to receive future funding. A scholarship discount will be negotiated across all programmes including the HEFP.

6. Social Science Quinquennial Review Report

TO RECEIVE:

The Social Science Quinquennial Review Report (Attached: HEFP 9/2009-10).

7. English and Study Skills Quinquennial Review

TO REPORT:

The English and Study Skills Quinquennial Review (last report June 2005) is now due and the next review will need to take place in 2010.

End.

