

UNIVERSITY OF WARWICK

Quality Enhancement Working Group

There will be a meeting of the Quality Enhancement Working Group at 2.00pm on Wednesday 2 November 2005 in CMR 0.3, ground floor, University House (off the café).

Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary of the Working Group, Darren Wallis, ext 22707, email darren.wallis@warwick.ac.uk, or the Assistant Secretary, Julian Moss, ext 74464, email julian.moss@warwick.ac.uk

C E Charlton
University Secretary

AGENDA

1. Terms of Reference, Constitution and Membership

TO RECEIVE:

The Terms of Reference, Constitution and Membership of the Working Group for 2005-06, paper QEWG 1/05-06 (copy attached).

TO CONSIDER:

An appropriate modus operandi of the Group to facilitate quality enhancement activities across the University.

2. Minutes of the Previous Meeting

TO CONSIDER:

The Minutes of the meeting held on 17 May 2005 (copy attached).

3. Matters Arising

- (a) Centres for Excellence in Teaching and Learning (minute 18/04-05 refers)

TO RECEIVE:

An update from the Chair on the activities of the Reinvention Centre and the Capital Centre.

- (b) Distribution of UKeU Dividend (Minute 20/04-05 refers)

TO REPORT:

That the e-Learning Steering Group at its meeting on 13 October 2005 resolved to ask the leader of each of the four projects to prepare a summary of progress for the next meeting of that Group, to be held on 18 January 2006.

- (c) Teaching Enhancement Awards (Minute 22/04-05 refers)

TO REPORT:

That applications for Teaching Enhancement Awards submitted by the deadline (27 October 2005) would be considered by this Group at its Spring Term meeting.

4. Chair's Business

5. Education Innovation Fund

TO RECEIVE:

An update from the Chair on discussions at the meeting of the Finance and General Purposes Committee held on 1 November 2005 of a proposal from the Vice-Chancellor to establish an Education Innovation Fund, as set out in paper SC.43/05-06 (copy attached).

TO CONSIDER:

- (a) Draft guidelines for awards from the Education Innovation Fund, should it have been approved by the Finance and General Purposes Committee and should it subsequently be approved by the Council, paper QEWG 3/05-06 (to follow);
- (b) Methods to encourage enhancement activities and bids to the Fund across the University.

6. Learning & Teaching Strategy (Minute 23/04-05 refers)

TO CONSIDER:

- (a) A paper prepared by the Secretary and Assistant Secretary outlining the current state of the review of the University's Learning & Teaching Strategy, paper QEWG 4/05-06 (copy attached);
- (b) Ideas for enhancing the quality of academic courses at the University left to the Group by Dr P Blackmore, prior to his departure for Coventry University, paper QEWG 2/05-06 (copy attached);
- (c) Principles for developing the next iteration of the Strategy.

7. Teaching Quality Enhancement & Professional Standards Funding

TO REPORT:

- (a) That subsequent to the meeting of the group assessing bids for TQEF & Professional Standards Funding on 10 March 2005, the Chair took action on behalf of the group to approve the following amended bid:

Dr Trevor Hawkes, Mathematics, 'Computer-Aided Assessment in the Science Faculty': £21,000 from the challenge fund supporting the University's Learning and Teaching Strategy sub-heading on Computer-Aided Assessment.

- (b) That the group assessing bids for TQEF & Professional Standards Funding at its meeting held on 19 July 2005 resolved to fund the following projects, subject to minor clarifications in a small number of areas, subsequently supplied and approved by the Chair of the group:
- (i) Mrs Carol Davies, Warwick Medical School, 'Development of web-based "blended learning" resources for part-time postgraduate CPD students taking the module "Understanding Research and Critical Appraisal in Health Care": £17,000;
 - (ii) Dr Hilary Nesi, Centre for English Language Teacher Education, 'The development of an on-line grammar resource for international students at Warwick University', £9,000 with a further £9,000 from the challenge fund supporting the University's Learning and Teaching Strategy sub-heading on Computer-Aided Assessment;
 - (iii) Dr Loredana Polezzi, Department of Italian, 'Integration of e-learning practices in teaching and learning in the Modern Languages disciplines': £17,000.
- (c) That the group assessing bids for TQEF & Professional Standards Funding at its meeting held on 19 July 2005 resolved to refer the following bid back to the proposing departments for refinement ahead of resubmission, and that members of the group subsequently considered a resubmitted bid and resolved to fund the project:

Dr Sarah Richardson, Department of History, 'e-resources and e-learning in the Department of History and School of Comparative American Studies': £19,250.

8. Outcomes from national audit and review processes

TO CONSIDER:

- (a) 'Outcomes of Institutional Audit', an overview report by QAA of the outcomes of the first 70 institutional audits, paper QEWG 5/05-06 (copy attached);
- (b) 'Enhancing Practice: Assessment', an outcome of the Scottish Enhancement Themes process, paper QEWG 6/05-06 (copy attached);
- (c) 'Enhancing Practice: Responding to Student Needs', an outcome of the Scottish Enhancement Themes process, paper QEWG 7/05-06 (copy attached).

9. Any other business
10. Date and time of next meetings

TO CONSIDER:

Dates for the meetings of the Quality Enhancement Working Group to be held during the Spring and Summer Terms 2006.

DW/jdm 27.10.05
Quality\Committees\Quality enhancement\2005-06 meetings\02.11.05\agenda 02.11.05