

UNIVERSITY OF WARWICK

Quality Enhancement Working Group

There will be a meeting of the Quality Enhancement Working Group at 2.00pm on Monday 13 November 2006 in CMR 0.2, 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, Julian Moss, ext 22707, email [julian.moss@warwick.ac.uk](mailto:julian.moss@warwick.ac.uk)**

C E Charlton  
University Secretary

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AGENDA

1. Terms of Reference, Constitution and Membership

TO RECEIVE:

The Terms of Reference and Membership of the Working Group for 2006-07, paper QEWG 1/06-07 (copy attached).

2. Minutes of the Previous Meeting

TO CONSIDER:

The Minutes of the meeting held on 31 May 2006 (copy attached), noting that minutes are also available on the Governance website:  
<http://www2.warwick.ac.uk/insite/info/gov/atoz/qualityenhancement/minutes/>

3. Matters Arising

Reading Lists (minute 21b/05-06 refers)

TO RECEIVE:

An oral update from the Secretary on progress with the Reading List project.

4. Chair's Business

5. Teaching Enhancement Awards

TO RECEIVE:

Summary of the Teaching Enhancement Awards scheme for 2006-07, paper QEWG 2/06-07 (copy attached), noting that Guidelines are also available on the CAPD website:

<http://www2.warwick.ac.uk/services/cap/funding/teawards/>

TO CONSIDER:

Applications received from the following members of staff for an Enhancing Practice Award (EPA):

- (a) Dr Evor Hines and Dr Daciana Iliescu, paper QEWG 3/06-07 (copy attached);
- (b) Ms Claire Nicholls and Mr Richard Parker, paper QEWG 4/06-07 (copy attached);
- (c) Dr Magnus Richardson and Dr Mark Wall, paper QEWG 5/06-07 (copy attached);

Applications received from the following members of staff for a Disseminating Practice Award (DPA):

- (d) Mr Matthew Costa, paper QEWG 6/06-07 (copy attached);
- (e) Professor Alison Rodger, paper QEWG 7/06-07 (copy attached).

6. Education Innovation Fund (minute 23/05-06 refers)

TO REPORT:

- (a) That one further project outstanding from the second round of bids to the EIF at the time of the last meeting is being supported:

Roberta Wooldridge Smith (Careers Service): *Employment Certificate*, £38,725

- (b) That the following projects submitted in the third round of the Education Innovation Fund were allocated money:

- (i) Dr Peter Ferdinand (PAIS), *The Intervention in Kosovo: an On-line Role-Playing Simulation for Students Taking PO 107*, £4,450
- (ii) Mr Michael Hulse (English & Comparative Literary Studies/Warwick Writing Programme), *The Warwick Quarterly of Contemporary Literature*, £25,000
- (iii) Dr Stephen Jarvis (Computer Science) and Dr Trevor Hawkes (Mathematics), *Exploring Educational Uses of Wikis*, £22,500
- (iv) Dr Carol Rutter (Capital Centre), *Jacobean Drama Project* [website and e-learning materials], £32,000

TO RECEIVE:

An oral report from the Chair on funding available for distribution through the Education Innovation Fund during 2006-07 and subsequent years.

7. Learning and Teaching Strategy

TO RECEIVE:

An update on the development of the University's Learning and Teaching Strategy.

TO CONSIDER:

A good practice guide published by HEFCE, 'Embedding Learning and Teaching Strategies', paper QEWG 8/06-07 (copy attached), also available on the HEFCE website: [http://www.hefce.ac.uk/pubs/hefce/2006/06\\_35/](http://www.hefce.ac.uk/pubs/hefce/2006/06_35/)

8. Assessment

TO RECEIVE:

Notes of a special meeting of the Heads of Department Forum held on May 2006 to consider issues around assessment, paper QEWG 9/06-07 (copy attached), also available on the Governance website at <http://www2.warwick.ac.uk/insite/info/gov/atoz/hodforum/>

9. e-learning Pathfinder (minute 25b/05-06 refers)

TO RECEIVE:

- (a) The bid submitted to the Higher Education Academy and approved under their Pathfinder programme and supported with funding of £170,000, paper EL 8/06-07 (copy attached);
- (b) The workpackages project plan submitted to the HEA and awaiting formal approval, paper EL 9/06-07 (copy attached).

10. TQEF funding (minute 27/05-06 refers)

TO REPORT:

That the following projects had been awarded funding from the TQEF e-learning challenge fund (2005-06 monies) since the last meeting of the Group:

- (a) Mr Rodney Edmondson (Warwick HRI), *Scoping Study of e-learning for R*, £5,458
- (b) Dr Ken Flint (Biological Sciences), *Development of Web-based assessment for basic Chemistry – Final Phase*, £3,250
- (c) Dr Michael Hammond (Education), *Networked Learning for PGR students*, £10,000
- (d) Dr Trevor Hawkes (Mathematics), *CAA in the Faculty of Science (phase 2)*, £19,500
- (e) Mr Michael Hulse (English and Comparative Literary Studies), *Digitisation of Warwick Writing Programme materials*, £9,292
- (f) Dr Rob Johnson (History), *WHISkRs (Warwick History Interactive Skills for Researchers)*, £1,500
- (g) Professor Tony McFarlane (History), *On-line History MA development project*, £20,000

TO RECEIVE:

The action plan agreed with HEFCE for allocating TQEF monies during the period 2006-09, paper EL 4/06-07 (copy attached).

TO CONSIDER:

Guidelines for departments intending to bid for support from the combined TQEF/Pathfinder e-learning challenge fund, paper EL 5/06-07 (revised) (copy attached).

11. Centres for Excellence in Learning and Teaching

(a) HEFCE evaluation

TO CONSIDER:

The HEFCE Guidelines on evaluating CETLs, paper QEWG 10/06-07 (copy attached).

(b) CAPITAL Centre

TO RECEIVE:

An update on the activities of the CAPITAL Centre.

(c) Reinvention Centre

TO RECEIVE:

An update on the activities of the Reinvention Centre.

12. National Teaching Fellowship Scheme

TO REPORT

(a) That Mr David Morley was awarded a National Teaching Fellowship in the 2006 round of awards;

(b) That a bid was submitted to the institutional project strand of the National Teaching Fellowship Scheme for 'Mathematics Unlimited – a flexible and responsive approach to diagnostic testing', led by Dr Trevor Hawkes, paper QEWG 11/06-07 (copy attached).

13. Any other business

14. Next meeting

TO REPORT:

That the next meeting of the Group will be held on a date to be determined during the Spring Term 2007.