

UNIVERSITY OF WARWICK

Quality Enhancement Working Group

There will be a meeting of the Quality Enhancement Working Group at 10am on Wednesday 15 February 2006 in CMR 1.2, University House.

**Note: Questions on agendum 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](mailto:darren.wallis@warwick.ac.uk), or the Assistant Secretary, Julian Moss, ext 74464, email [julian.moss@warwick.ac.uk](mailto:julian.moss@warwick.ac.uk)**

C E Charlton  
University Secretary

AGENDA

1. Minutes of the Previous Meeting

TO CONSIDER:

The Minutes of the meeting held on 2 November 2005 (previously circulated; also available at [http://www2.warwick.ac.uk/insite/info/gov/atoz/qualityenhancement/minutes/qewg\\_min\\_2.11.05.pdf](http://www2.warwick.ac.uk/insite/info/gov/atoz/qualityenhancement/minutes/qewg_min_2.11.05.pdf) ).

2. Matters Arising

Centres for Excellence in Teaching and Learning (minute 3/05-06 refers)

TO REPORT:

- (a) That the University's CETLS were successful in their bids to the HEFCE for additional capital funds;
- (b) That the CAPITAL Centre's award of £350,000 will go towards the creation of a Writers' Room on the Warwick Campus and to secure a workshop space in the Shakespeare Institute, owned by the University of Birmingham in Stratford-upon-Avon;
- (c) That a Memorandum of Understanding for collaboration with the University of Birmingham is presently being negotiated;
- (d) That the formal launch of the CAPITAL Centre will take place in the Swan Theatre, Stratford-upon-Avon on 23 February;
- (e) That the Reinvention Centre's additional capital of £140,000 will go towards the creation of a Reinvention Studio on the Westwood campus.

3. Chair's Business

#4. Education Innovation Fund

TO REPORT:

- (a) That following the first round of bids awards were made to eight projects as set out in paper AQSC 78/05-06 (copy attached);
- (b) That the Guidelines for Applicants and the Application Form have been amended slightly and re-published on the Teaching Quality website ([www.warwick.ac.uk/go/teachinginnovation](http://www.warwick.ac.uk/go/teachinginnovation)) for the second round of bids, with a deadline of 3 March for Expressions of Interest (to be followed by full applications by 17 March);

TO CONSIDER:

- (c) The process by which panel members' comments are sought and communicated to applicants at the expression of interest stage.

#5. Learning and teaching strategy (minute 5/05-06 refers)

TO REPORT:

- (b) That a draft statement of principles for the next iteration of the Learning and Teaching Strategy has been prepared and comments invited through publicity on Insite and in direct communication with Departments;
- (c) That comments can be submitted via an Insite Forum (<http://www2.warwick.ac.uk/insite/forum/>);
- (d) That an open consultation event will take place immediately following the meeting of the Committee in H545 with a formal start time of 1230.

TO CONSIDER:

- (e) The draft statement of principles, paper AQSC 70/05-06 (copy attached);
- (f) Ways in which academic staff engagement with the Strategy could be bolstered.

#6. e-learn strategy and benchmarking

TO REPORT:

That the University has been selected as one of twelve pilot institutions in the Higher Education Academy's e-learning benchmarking scheme, with further information available at: <http://www.heacademy.ac.uk/benchmarking.htm>.

TO RECEIVE:

An oral report from the Chair on the Benchmarking exercise.

TO CONSIDER:

The Institutional Review Document from the consultants, the Observatory on Borderless Higher Education, paper QEWG 10/05-06 (copy attached).

#7. Outcomes from Institutional Audit

TO REPORT:

- (a) That the Quality Assurance Agency has produced a number of reports drawing lessons from the first 70 Institutional Audits as part of its 'Outcomes from Institutional Audit' series;
- (b) That the Committee, at its meeting on 2 November 2005, resolved to consider further publications in this series where appropriate.

TO CONSIDER:

- (c) QAA report 'Outcomes from Institutional Audit – Assessment of Students', paper QEWG 8/05-06 (copy attached);
- (d)
- (e) QAA report 'Outcomes from Institutional Audit – Learning support resources, including virtual learning environments', paper QEWG 9/05-06 (copy attached);

8. Teaching Enhancement Awards

TO REPORT:

That two applications for Teaching Enhancement Awards had been received by the deadline and that these applications have been distributed to committee members for adjudication with responses requested by 13 February;

TO RECEIVE:

An oral report from the Secretary on the outcome of the correspondence exercise.

9. Teaching Quality Enhancement Funds

TO REPORT:

That a number of applications have been received for TQEF monies and that the panel considering these bids will next meet on 28 February.

#10. Any other business

11. Date and time of next meeting

TO REPORT:

That the date for the next meeting will be arranged after today's meeting.

DW/jdm 27.10.05  
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