

UNIVERSITY OF WARWICK

Quality Enhancement Working Group

There will be a meeting of the Quality Enhancement Working Group at 3pm on Monday 14 January 2008 in the Council Chamber, first floor University House.

Note: Questions on agendum 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, or the Assistant Secretary, Jenny Bradfield, ext 74464, email j.bradfield@warwick.ac.uk

C E Charlton
University Secretary

AGENDA

1. Minutes of the Previous Meeting

TO CONSIDER:

The minutes of the meeting of the Group held on 16 November 2007 (previously circulated and available on the Governance website at <http://www2.warwick.ac.uk/services/gov/atoz/qualityenhancement/minutes/>).

2. Matters arising

(a) Membership (minute 1/07-08 refers)

TO REPORT:

That Mr John Dale has accepted the invitation to join the Group.

(b) Funding for teaching and learning projects

(i) Funding for projects without an e-learning focus (minute 3(a)(vi)/07-08 refers)

TO RECEIVE:

An oral report from the Chair on possible teaching and learning enhancement funds for 2008-09 onwards.

(ii) Warwick Awards for Teaching Excellence

TO RECEIVE:

A copy of promotional material published by the Learning and Development Centre inviting nominations for the Warwick Awards for Teaching Excellence 2007-08, noting that the deadline for nominations is 8 February 2007, paper QEWG 6/07-08 (copy attached).

(iii) Undergraduate Research Student Scheme

TO REPORT:

That applications have been invited for funding under the Undergraduate Research Student Scheme 2007-08, noting that the deadline for applications is 4 February 2007.

(c) Times Higher Education Awards (minute 3(c)/07-08 refers)

TO REPORT:

That the University had not won an award in the three categories in which it had been shortlisted.

3. Chair's Business

4. Employability Strategy (minute 8/07-08 refers)

TO CONSIDER:

A revised draft Employability Strategy prepared by Ms Roberta Wooldridge Smith, Director of Careers and Employability, paper QEWG 2/07-08 (revised) (copy attached).

5. Induction (minute 4(b)/07-08 refers)

TO CONSIDER:

A report from Ms Catherine Thomson, Induction Officer, Centre for Student Development and Enterprise, on discussions between the University and the Students' Union concerning enhancements to the induction process, paper QEWG 7/07-08 (copy attached).

6. Teaching Staff (AQSC minute 27/07-08 refers)

TO CONSIDER:

A report from Ms Sue Bennett, Director of the Learning and Development Centre, on the training and development of Teaching Fellows, part-time teachers and 'Teaching Elements', paper QEWG 8/07-08 (to follow).

7. Strategic Overview of Enhancement Activities

TO CONSIDER:

A report from the Chair on strategic overview of enhancement activities and mechanisms for disseminating good practice.

8. Institutional Audit

TO RECEIVE:

An oral report from the Chair on the ongoing preparations for Institutional Audit.

9. EIF reports

TO CONSIDER:

A report on the following completed Education Innovation Fund project, identifying good practice which should be widely disseminated and ideas for further development for the University:

Terry Thomas, African Field Course (awarded £18,000), paper QEWG 9/07-08 (copy attached).

10. Any other business

11. Next meeting

TO REPORT:

That the next meeting of the Group will be held on Thursday 21 February at 10.30am in the Council Chamber.

JDM/JB, 07.01.08

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