

UNIVERSITY OF WARWICK

Minutes of the meeting of the Quality Enhancement Working Group held on  
Friday 28 January 2005.

Present: Professor M Whitby (in the Chair), Ms A Bell, Dr J Dempster, Dr S Hill,  
Ms S Law, Professor J Masson, Dr P O'Hare, Dr P Taylor

Apologies: Professor A McFarlane, Mr K Mohaddes

In attendance: Dr D Law, Dr J Moss, Ms R Wooldridge Smith

10/04-05 Minutes

RESOLVED:

That the Minutes of the meeting held on 21 October 2004 be approved.

11/04-05 Matters Arising

Centres for Excellence in Teaching and Learning (Minutes 5/03-04 (b) and 5/04-05 referred)

REPORTED:

- (a) That the University learned shortly before Christmas that the bids to the HEFCE for establishment of the Reinvention Centre and the CAPITAL Centre had both been successful.
- (b) That Warwick was a partner in the successful bid for a CETL made by the University of Oxford.

12/04-05 Progress of Working Group Recommendations

REPORTED:

That at its meeting held on 17 November 2004 the Academic Quality and Standards Committee resolved that the revised Terms of Reference of the Working Group, paper QEWG 1/04-05 (revised), be approved.

13/04-05 Chair's Business

REPORTED:

That the Academic Quality and Standards Committee would again be giving consideration to means of removing further bureaucracy from the University's quality assurance framework and that a letter would shortly be sent to Chairs of Departments inviting them to bring forward suggestions to this end which would not compromise quality and standards or the University's ability to demonstrate these internally and externally.

14/04-05

Teaching Quality Enhancement & Professional Standards Funding  
(Minute 6/04-05 referred)

REPORTED:

- (a) That the re-framed SMART targets requested by the HEFCE as a condition of the award of an extension to existing Teaching Quality Enhancement Funding for 2005-06 and for funding for Professional Standards work for 2004-05 and 2005-06 were submitted as set out in paper EL 11/04-05;
- (b) That at its meeting held on 21 October 2004 the Group resolved that a group similar to that which had formerly administered the TDF funds be established to consider bids, with representation from academic departments, the Library, e-Lab and CAP and that a TQEF e-Project Committee had been established to evaluate bids with the following membership:

|                    |                                               |
|--------------------|-----------------------------------------------|
| Professor M Whitby | Pro-Vice-Chancellor, Chair                    |
| Dr L Polezzi       | Faculty of Arts IT Committee member           |
| Professor D Singer | Chair, Faculty of Medicine IT Committee       |
| Professor M Allen  | Chair, Faculty of Science IT Committee        |
| Professor A Neal   | Chair, Faculty of Social Studies IT Committee |
| Mr H Williams      | Library                                       |
| Mr J Dale          | e-Lab                                         |
| Dr J Dempster      | Centre for Academic Practice                  |
| Mr K Mohaddes      | Students' Union                               |

Secretary: Dr J Moss

RECEIVED:

- (c) Guidelines for Applicants for funding, including Selection Criteria and the Application Form, circulated to Chairs of Departments in November, paper EL 11/04-05.

15/04-05

Learning and Teaching Strategy

REPORTED:

That at its meeting held on 21 October 2004 the Group resolved to review the University's Learning and Teaching Strategy during the calendar year 2005 in order to analyse current progress and identify future priorities, as a guide for internal decision-making and in preparation for the potential announcement of any further tranche of TQEF funding from 2006-07.

CONSIDERED:

The University's Learning and Teaching Strategy, paper QEWG 5/04-05, with a view to identifying issues, priorities and initiatives for possible inclusion in the revised Strategy.

RESOLVED:

That a number of suggestions be noted for possible inclusion in the revised Strategy, as listed in a separate document (attached).

16/04-05

Date and Time of Next Meeting

REPORTED:

That the next meeting of the Quality Enhancement Working Group would be held on Tuesday 17 May 2005 at 2.00pm in Committee Room 1.2, University House.

HRWS/JDM 31.01.05

Quality\Quality enhancement\minutes 04-05\QEWG minutes 28.01.05