

UNIVERSITY OF WARWICK

Academic Quality and Standards Committee

There will be a meeting of the Academic Quality and Standards Committee on Tuesday 10 June 2014 at **9.00am** in room CMR 1.0 (formerly the Council Chamber), University House.

Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary of the Committee, Katharine Gray, ext 22707, email k.gray@warwick.ac.uk or to the Assistant Secretary, Rory McIntyre, ext 74464, email r.j.mcintyre@warwick.ac.uk

K Sloan
Registrar and Chief Operating Officer

STRATEGIC ITEMS FOR DISCUSSION

The following agenda item constitutes the main strategic item for discussion at the meeting. Up to half the scheduled meeting time will be allocated to discussion of this topic.

1. Monash-Warwick Alliance

TO CONSIDER:

A paper from the Monash-Warwick Alliance project team updating on the direction of the Alliance education strategy developments (paper AQSC 50/13-14, copy attached).

A G E N D A

2. Minutes of the last meeting

TO CONSIDER:

The minutes of the meeting held on 15 May 2014 (copy attached).

3. Conflicts of Interest

TO REPORT:

That, should any members or attendees of the Committee have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the CUC Guide for Members of Higher Education Governing Bodies in the UK.

4. Progress of Committee Recommendations

TO REPORT:

That the Vice-Chancellor and President, acting on behalf of the Senate, has taken action to approve a recommendation from the Committee under the following heading:

Approval of Change of First Year Board of Examiners Conventions.

5. Chair's Business

An oral report from the Chair on the following items:

AQSC Away Day;
Teaching College.

6. Students Union Update

TO RECEIVE:

An oral report from the Education Officer and the Postgraduate Officer of the Students' Union.

7. Report from the Quality Assurance Working Group

TO CONSIDER:

A report from the Quality Assurance Working Group of the Academic Quality and Standards Committee (paper AQSC 51/13-14, copy attached).

8. Report from the Student Experience Working Group

TO CONSIDER:

A report from the Student Experience Working Group of the Academic Quality and Standards Committee (paper AQSC 52/13-14, to follow).

9. International Sub-Group (minutes ISG 9/13-14 and ISG 10/13-14 refer)

TO CONSIDER:

- (a) The recommendation from the International Sub-Group of the Academic Quality and Standards Committee that the proposed solutions to mitigate the risks set out in paper ISG 5.2/13-14 (copy attached) be approved in principle, subject to further discussion with the Academic Office and departments about a realistic timescale for implementation;
- (b) The recommendation from the International Sub-Group of the Academic Quality and Standards Committee that there should be an expectation that

departments with a significant intake of international students work towards offering an international students' experience programme of cultural and linguistic induction to international students, whether through the Centre for Applied Linguistics (CAL), or independently.

10. National Student Survey (NSS) Working Group

TO RECEIVE:

An oral update from the Chair on the proposed membership and terms of reference of the NSS Working Group of the Academic Quality and Standards Committee.

11. Module Evaluation (minute 49/13-14 refers)

TO REPORT:

That, at its meeting on 30 January 2014, the Committee considered a paper from the Assistant Registrar (Learning and Teaching), setting out options for the introduction of a University-wide programme of module evaluation (paper AQSC 21/13-14), and resolved that the further development of a University-wide programme of module evaluation be referred to the Student Engagement Sub-Group of AQSC to discuss and refine further, to be considered at a future meeting of the AQSC, noting the views of the Committee that:

- (a) The Sub-Group should carefully consider the potential to develop distinct, but complementary, aims of the module evaluation process; not only as a pure evaluation tool, but also as a mechanism through which students might be encouraged to reflect on their own engagement with the learning and teaching process;
- (b) A set of principles underpinning the module evaluation process should be developed to ensure that the purpose and aims are very clearly articulated.

TO CONSIDER:

A report from the Student Engagement Sub-Group of the Academic Quality and Standards Committee setting out proposed principles of module evaluation (paper AQSC 53/13-14, copy attached).

12. Good Practice Guide on Monitoring Student Attendance and Progression (minute 70/13-14 refers)

TO REPORT:

That, at its meeting on 27 February 2014, the Committee considered a proposal from the Compliance Officer (Student Immigration), International Office, to amend the Good Practice Guide on Monitoring Student Attendance and Progression (paper AQSC 39/13-14), and resolved that the proposal be revised by the International Office in line with the discussions at the meeting, and reconsidered at a future meeting of the Committee.

TO CONSIDER:

An updated proposal to amend the Good Practice Guide on Monitoring Student Attendance and Progression (paper AQSC 54/13-14, copy attached).

13. Information for Students (minute 31/13-14 refers)

TO CONSIDER:

A draft of the Good Practice Guide on Providing Information to Students, revised to reflect amendments suggested by members of the Committee following its meeting on 4 December 2014 (paper AQSC 55/13-14, copy attached).

14. Delegated powers from the Senate

TO CONSIDER:

A proposal from the Senior Assistant Registrar (Teaching Quality) for Delegated Authorities to the Academic Quality and Standards Committee (paper AQSC 56/13-14, copy attached).

15. Committee Effectiveness

TO CONSIDER:

A mapping of the Sub-Committee's terms of reference against agenda items (paper AQSC 57/13-14, to follow).

16. Any other business

ITEMS TO REPORT AND APPROVE WITHOUT FURTHER DISCUSSION

The Chair and Secretary consider that the following items are non-controversial and/or can be accepted with a minimum of explanation. Members of the Committee may, however, ask for any of the following items to be transferred to the agenda for discussion, by contacting the Secretary in advance of the meeting, or by raising the item at the commencement of the meeting. These papers are available online at the Committee's electronic file-store at: https://files.warwick.ac.uk/tqcomm/browse/AQSC/10_June_2014

17. Next meeting

TO REPORT:

That the next meeting of the Committee would be held in the Autumn Term on a date to be confirmed.

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