

UNIVERSITY OF WARWICK

Academic Quality and Standards Committee

There will be a meeting of the Academic Quality and Standards Committee on Wednesday 8 June 2005 at 9.30am in the Council Chamber, University House.

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary of the Committee, Julian Moss, ext 74464, email julian.moss@warwick.ac.uk

C E Charlton
University Secretary

Items marked # are for discussion. Other items will not be discussed unless requested by a member of the Committee. Members wishing to mark an item for discussion are asked to notify the Secretary prior to the meeting.

AGENDA

1. Minutes

TO CONSIDER:

The Minutes of the meeting held on 12 May 2005 (previously circulated).

#2. Matters Arising

- (a) Assessment Conventions Working Group (Minutes 56 & 69/04-05 refer)

TO RECEIVE:

An oral report from the Chair of the Board of the Faculty of Arts, it being noted that the Board of the Faculty of Arts considered feedback from departments at its meeting held on 25 May.

- (b) Review of Quality Assurance framework (Minute 54b/04-05 refers)

TO RECEIVE:

An oral report from the Chair of the Board of the Faculty of Arts, it being noted that the Board of the Faculty of Arts considered feedback from departments at its meeting held on 25 May.

3. Chair's Business

4. QAA Quality Audit of Overseas Collaborative Provision: People's Republic of China

TO REPORT:

That the QAA has yet to finalise the list of institutions and courses to be included in its audit of collaborative arrangements with the People's Republic of China during the academic year 2005-06.

#5. Working Group on Quality Assurance Issues in Warwick Manufacturing Group (Minute 71/04-05 refers)

TO REPORT:

That at its meeting held on 23 February the Committee resolved to establish a Working Group to take forward quality assurance issues relating to collaborative provision with WMG.

TO CONSIDER:

The final report of the Working Group, paper AQSC 83/04-05 (to follow).

6. PSRB visits

(a) Physics

TO REPORT:

That the Institute of Physics made an accreditation visit to the Department of Physics on 5 May with the successful outcomes outlined in paper AQSC 82/04-05 (copy attached).

(b) Chemistry

TO REPORT:

- (i) That after considering a range of documents submitted by the Department of Chemistry in January 2005 the Royal Society of Chemistry has decided to renew its accreditation of the Department of Chemistry's MChem degree courses for CChem professional status;
- (ii) That as a result of the same process the Royal Society of Chemistry has recognised the Department of Chemistry's BSc degrees in Chemistry.

#7. Academic Satisfaction Review 2005

TO CONSIDER:

Research Report prepared by QUAD Research on the Academic Satisfaction Review 2005, The Student Experience, paper AQSC 84/04-05 (copy attached), along with a covering note prepared by Mr K Mohaddes, Deputy President and Education Officer, Students' Union, paper AQSC 85/04-05 (to follow).

#8. National Student Survey (Minute 69a/04-05 refers)

TO REPORT:

That response rates were higher at a number of other institutions than at Warwick, and lower at some, as outlined in paper AQSC 86/04-05 (copy attached);

TO CONSIDER:

A draft of the institutional commentary which will be placed on the NSS website, paper AQSC 87/04-05 (to follow), it being noted that this will be finalised in the light of the results returned to the University for preview during the summer vacation.

#9. Faculty of Science: Seymour Formula; Formula Marking Scheme

TO CONSIDER:

A report from the Board of the Faculty of Science on the use of the Seymour formula and the possible introduction of a formula marking scheme, paper BFS 15/04-05 (revised) (to follow).

#10. Approval Process for Small Credit Volume Certified CPD Courses

TO CONSIDER:

A proposal from the CPD Office to introduce an approval process for small credit volume CPD courses leading to a University certificate, paper AQSC 88/04-05 (copy attached).

#11. QAA Guidelines on the Accreditation of Prior Learning and Foundation Degree Qualification Benchmark

TO REPORT:

That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting held on 20 May 2005 considered the following documents from the QAA:

- (a) A covering letter from the QAA introducing the two documents listed below, paper CFDLSC 68/04-05;
- (b) The *Foundation Degree qualification benchmark* (FDqb) published by the QAA, paper CFDLSC 69/04-05;
- (c) *Guidelines on the accreditation of prior learning*, paper CFDLSC 70/04-05.

TO CONSIDER:

- (d) A covering letter from the QAA introducing the two documents listed below, paper CFDLSC 68/04-05 (copy attached);

- (e) The *Foundation Degree qualification benchmark* (FDqb) published by the QAA, paper CFDLSC 69/04-05 (copy attached);
- (f) *Guidelines on the accreditation of prior learning*, paper CFDLSC 70/04-05 (copy attached).

#12. Department of History of Art: Proposal for Collaborative Course with IESA, France

TO REPORT:

That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting held on 20 May considered a proposal from the Department of History of Art to validate a Postgraduate Diploma in the History and Business of Art and Collecting to be delivered by the Institut d'Etudes Supérieures des Arts, France (IESA), consisting of the documents listed below (all of which are extracts from paper AGSC 57/04-05) and recommended that the proposal be approved for an initial period of three years, subject to the minor amendment that the SSLC be chaired by a student:

- (a) Covering letter from IESA, paper CFDLSC 83/04-05 (copy attached);
- (b) Part 1 Course Proposal Form, paper CFDLSC 84/04-05 (revised);
- (c) Part 4 Course Proposal Form, paper CFDLSC 85/04-05 (revised) (copy attached);
- (d) Site Visit report, paper CFDLSC 86/04-05 (copy attached);
- (e) Course Specification including course aims and learning outcomes, paper CFDLSC 87/04-05;
- (f) Diagram of course content and assessment, paper CFDLSC 88/04-05;
- (g) Curricula Vitae for the following proposed course tutors:
 - (i) Adriana Turpin, paper CFDLSC 89/04-05;
 - (ii) François Marandet, paper CFDLSC 90/04-05;
 - (iii) Jean-Marie Schmitt, paper CFDLSC 91/04-05;
 - (iv) Vivien Flaxman, paper CFDLSC 92/04-05;
 - (v) Henry Lydiate, paper CFDLSC 93/04-05;
 - (vi) Nicholas Tromans, paper CFDLSC 94/04-05;
 - (vii) Luis Belhaouari, paper CFDLSC 95/04-05;

TO CONSIDER:

The proposal from the Department of History of Art to validate a Postgraduate Diploma in the History and Business of Art and Collecting to be delivered by the Institut d'Etudes Supérieures des Arts, France (IESA) as set out in papers CFDLSC 83-95/04-05.

#13. Warwick Manufacturing Group: University of KwaZulu Natal, South Africa

TO REPORT:

- (a) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting held on 20 May considered a proposal from Warwick Manufacturing Group, School of Engineering to establish a collaborative link with the Leadership Centre at the University of

KwaZulu Natal, South Africa to deliver the existing MSc in International Technology Management consisting of the documents listed below:

- (i) Part 4 of the Course Proposal Form, paper CFDLSC 79/04-05 (copy attached);
 - (ii) Site Visit report, paper CFDLSC 80/04-05 (copy attached);
 - (iii) Proposals for three modules, papers SGS 57-59/04-05 (all revised);
 - (iv) Curricula Vitae for the following proposed course tutors:
 - (A) Robert Gordon Taylor, paper CFDLSC 81/04-05;
 - (B) Shamim A Bodhanya, paper CFDLSC 82/04-05;
- (b) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting held on 20 May recommended to the Academic Quality and Standards Committee:
- (i) That the proposal from Warwick Manufacturing Group to establish a collaborative link with the Leadership Centre at the University of KwaZulu Natal, South Africa to deliver the existing MSc in International Technology Management be approved as set out in papers CFDLSC 79-82/04-05 subject to the signing of an agreed contract, and with students initially registering for Postgraduate Awards and upgrading to the MSc only when Warwick Manufacturing Group and the Committee are satisfied that appropriate approvals have been received from the South African government.
 - (ii) That three collaborative modules be approved as set out in papers SGS 57-59/04-05 (all revised).

TO CONSIDER:

The proposal from Warwick Manufacturing Group to establish a collaborative link with the Leadership Centre at the University of KwaZulu Natal, South Africa to deliver the existing MSc in International Technology Management as set out in papers CFDLSC 79-82/04-05 and SGS 57-59/04-05 (all revised) subject to the signing of an agreed contract, and with students initially registering for Postgraduate Awards and upgrading to the MSc only when Warwick Manufacturing Group and the Committee are satisfied that appropriate approvals have been received from the South African government.

#14. Centre for Lifelong Learning: Partnership with North East Worcestershire College

TO REPORT:

That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting held on 20 May considered a proposal from the Centre for Lifelong Learning proposal from the Centre for Lifelong Learning to amend the partnership with North East Worcestershire College from a franchise to a validation arrangement in respect of the collaborative PCET work (Open Studies Certificate in PCET Stage 1 and the Cert Ed (PCET)), paper CFDLSC

71/04-05 (copy attached), and recommended to the Academic Quality and Standards Committee that the proposed change be approved.

TO CONSIDER:

The proposal from the Centre for Lifelong Learning proposal from the Centre for Lifelong Learning to amend the partnership with North East Worcestershire College from a franchise to a validation arrangement in respect of the collaborative PCET work (Open Studies Certificate in PCET Stage 1 and the Cert Ed (PCET)), paper CFDLSC 71/04-05.

#15. Centre for Lifelong Learning: Proposed Collaborative Course with Shetland College

TO REPORT:

- (a) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting held on 20 May considered a proposal from the Centre for Lifelong Learning to validate Shetland College to deliver the existing Open Studies Certificate in Person-Centred Counselling and the existing Diploma in Person-Centred Counselling and Psychotherapy, consisting of the following documents:
- (i) Covering paper from the Centre for Lifelong Learning, paper CFDLSC 72/04-05 (copy attached);
 - (ii) Part 4 of the Course Approval Form, paper CFDLSC 73/04-05 (copy attached);
 - (iii) Site Visit report, paper CFDLSC 74/04-05 (copy attached);
 - (iv) Curricula Vitae for the following proposed course tutors:
 - (A) David Morgan, paper CFDLSC 75/04-05;
 - (B) Jean Aaron-Walker, paper CFDLSC 76/04-05;
 - (C) Mike Gallant, paper CFDLSC 77/04-05;
 - (D) Ann Jamieson, paper CFDLSC 78/04-05;
- (b) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting held on 20 May recommended:
- (i) That the proposal be approved as set out in papers CFDLSC 72-78/04-05, on condition that extra staffing is in place before the next cohort of students is admitted to the Diploma course;
 - (ii) That the validation recommended in (i) above be effected immediately such that the current cohort of Diploma students be allowed to graduate with their qualification validated by the University; it being noted that this current cohort had been following the same curriculum under the same quality assurance arrangements as proposed, and that the assessment regime for this course at Shetland College is the same as at the University, with the same external examiner.

TO CONSIDER:

- (c) The proposal from the Centre for Lifelong Learning to validate Shetland College to deliver the existing Open Studies Certificate in Person-Centred Counselling and the existing Diploma in Person-

Centred Counselling and Psychotherapy, consisting of papers
CFDLSC 72-78/04-05;

- (d) The recommendation that the validation, if approved, be effected immediately such that the current cohort of Diploma students be allowed to graduate with their qualification validated by the University.

#16. Institute of Education: Foundation Degree in Early Years Learning Support, Stratford-upon-Avon College

TO REPORT:

- (a) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting held on 20 May considered a proposal from the Institute of Education to extend the collaborative partnership with Stratford-upon-Avon College to offer the existing Foundation Degree (FdA) in Early Years Learning Support comprising the following documents:
- (i) Covering memo from the Institute of Education, paper CFDLSC 98/04-05 (copy attached);
 - (ii) Part 4 Course Proposal Form, paper CFDLSC 99/04-05 (copy attached);
 - (iii) Site Visit report, paper CFDLSC 100/04-05 (copy attached);
 - (iv) Curricula Vitae for the following proposed course tutors:
 - (A) Angela Jaquiss, paper CFDLSC 101/04-05;
 - (B) Jean Hinton, paper CFDLSC 102/04-05;
 - (C) Julia Newton, paper CFDLSC 103/04-05;
 - (D) Christine Blades, paper CFDLSC 104/04-05;
 - (E) Lindsey Youngs, paper CFDLSC 105/04-05;
 - (F) Teresa Wiley, paper CFDLSC 106/04-05;
 - (G) Karen Power, paper CFDLSC 107/04-05.
- (b) That the Collaborative, Flexible and Distributed Learning Sub-Committee at its meeting held on 20 May recommended that the proposal from the Institute of Education to extend the collaborative partnership with Stratford-upon-Avon College to offer the existing Foundation Degree (FdA) in Early Years Learning Support be approved subject to the appointment of a suitably qualified (to at least M level) member of staff to provide academic input to the course.

TO CONSIDER:

The proposal from the Institute of Education to extend the collaborative partnership with Stratford-upon-Avon College to offer the existing Foundation Degree (FdA) in Early Years Learning Support as set out in papers CFDLSC 98-107/04-05.

17. Any Other Business
18. Date of the Next Meeting

TO REPORT:

That the next meeting of the Committee will be held during the Autumn Term 2005.

JDM 02.06.05
AQSC\2004-05\08.06.05\Agenda 08.06.05

