

UNIVERSITY OF WARWICK

**Academic Quality and Standards Committee**

Minutes of the meeting of the Academic Quality and Standards Committee  
held on Thursday 27 February 2014

Present: Professor C Hughes (Chair), Ms S Bennett (Director of Student Careers and Skills), Mr M Conaghan (Learning and Development Manager (Academic)), Ms E Davies (Student Representative (Education Officer)), Ms L Gill (Student Representative (Postgraduate Officer)), Professor C Hughes (Chair of the Faculty of Social Science), Professor S Jacka (Representative of Senate (Science)), Dr C Jenainati (SSLC Coordinator (Arts and Social Science)), Professor N Johnson (Representative of Senate (Medicine)), Dr J Kidd (Representative of the Chair of the Faculty of Medicine), Professor D Lamburn (Chair of the Collaborative, Flexible and Distributed-Learning Sub-Committee), Professor J Palmowski (Chair of the Board of Graduate Studies), Professor A Reeve (Representative of Senate (Social Sciences)), Dr J Robinson (SSLC Coordinator (Science and Medicine)), Dr P Taylor (Director of IATL), Ms A Thomas (Service Owner (Academic Technology)).

Apologies: Professor C Constable (Representative of Senate (Arts)), Mr S Lamb (Senior Tutor), Professor R Leng (Chair of the Board of Undergraduate Studies), Professor S Swain (Chair of the Faculty of Arts), Professor P Thomas (Chair of the Faculty of Science).

In Attendance: Ms R Davis (Head of Student Development, Student Careers and Skills – for item 62/13-14), Ms K Gray (Secretary), Mr R McIntyre (Assistant Secretary).

61/13-14 Report from the Widening Participation Sub-Group

RECEIVED:

A report from the Widening Participation Sub-Group of the Academic Quality and Standards Committee (paper AQSC 35/13-14).

62/13-14 Report on Induction and Student Recruitment

CONSIDERED:

A report from the Centre for Student Careers and Skills on developments to the University induction programme and an update on student recruitment. (paper AQSC 36/13-14).

RESOLVED:

- (a) That the creation of an Induction Steering Group, to be Chaired by Professor David Lamburn, be supported;
- (b) That further consideration be given to the membership of the proposed Induction Steering Group, to take account of the views of the Committee expressed at the meeting;

- (c) That further consideration be given to incorporating the concept of “Transitions” – into, throughout, and out of University - into induction activity, and that this concept also be explored further with students.
- (d) That caution be exercised in concluding a causal relationship between student induction and NSS outcomes at departmental level, on the basis of the considerable time elapsed between induction and students completing the survey during their final year of study;
- (e) That any student survey seeking feedback on the induction process should ideally be undertaken at the end of the first year of study.

63/13-14 Teaching College

CONSIDERED:

A draft proposal for the establishment of a Teaching College (paper AQSC 37/13-14).

RESOLVED:

- (a) That the concept of the Teaching College be endorsed in principle, but that it needed further development and discussion with potential members in order to help fully articulate the vision clearly;
- (b) That further consideration be given to the name of the resultant entity, noting that the name “Teaching Academy” was broadly supported by members of the Committee;
- (c) That members of the Committee from the Faculty of Science contribute further to the drafting of the proposal outside of the meeting;
- (d) That further consideration be given as to how postgraduate students who teach might contribute to the membership of the Teaching College, noting their significant contribution throughout the University.

64/13-14 Minutes of the last meeting

RESOLVED:

That the minutes of the meeting held on 30 January 2014, available on the Governance website, be approved.

65/13-14 Conflicts of Interest

REPORTED:

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.

Matters arising

- (a) Student Academic Complaints Procedure (minute AQSC 32/13-14 referred)

## REPORTED:

- (i) That, at its meeting on 4 December 2013, the Committee considered a paper on academic appeals and complaints by students from the Deputy Academic Registrar and the Administrative Officer (Academic Registrar's Office) (paper AQSC 23/13-14), and recommended (to the Senate) that the proposal to amend the Student Academic Complaints Procedure, as set out in paper AQSC 23/13-14, be approved;
- (ii) That the Senate, at its meeting on 29 January 2014, considered the recommendation from the Committee to amend the Student Academic Complaints Procedure and resolved that the proposed amendments to the Student Academic Complaints Procedure be approved (paper AQSC 23/13-14 (revised)).
- (b) Regulation 8.10 Appeals: Scope of Preliminary Review Panels (minute BFM 8/13-14 referred)

## REPORTED:

- (i) That at its meeting on 4 December 2013, it was reported to the Academic Quality and Standards Committee that, at its meeting on 7 November 2013, the Board of the Faculty of Medicine considered the minutes of the Board of the Faculty of Medicine Undergraduate Studies Committee meeting held on the 21<sup>st</sup> October 2013 and resolved that the paper MUSC7/13-14, which set out the revised Regulation 8.10, section (8.10 (8) (a) – (e)), brought the Faculty of Medicine into line with the rest of the University and that the Board was content to permit progress through the Board of Undergraduate Studies and the Academic Quality and Standards Committee.
- (ii) That the Committee considered the proposal from the Board of the Faculty of Medicine to amend regulation 8.10 (additions underlined, deletions ~~struck through~~) as set out in paper MUSC 7/13-14, noting that the proposal seeks to bring the appeals process for the MBChB programme into line with that now in place for other undergraduate (regulation 8.12) and postgraduate (regulations 37.5 and 38.9) courses and resolved that further consideration be given to the proposal from the Board of the Faculty of Medicine at the next meeting of the Committee, following additional discussions with the Warwick Medical School as deemed appropriate.

CONSIDERED:

The proposal from the Board of the Faculty of Medicine to amend regulation 8.10 (additions underlined, deletions ~~struck-through~~) (paper MUSC 7/13-14 (revised)).

RECOMMENDED (to the Senate):

That the proposal from the Board of the Faculty of Medicine to amend regulation 8.10 (additions underlined, deletions ~~struck-through~~), be approved as set out in paper MUSC 7/13-14 (revised), subject to the amendment of a typing error as discussed at the meeting.

- (c) E-Learning Steering Group (minute AQSC 5(d)/13-14 referred)

REPORTED:

- (i) That at its meeting on 6 November 2013, the Committee resolved that the proposal to disestablish the E-Learning Steering Group, with a view to reconstituting an E-Learning Sub-Group as set out in paper AQSC 6/13-14, be endorsed.
- (ii) That members of the E-Learning Steering Group had been consulted on the proposal to disestablish the Group and that no objections had been received.

CONSIDERED:

The proposal that the E-Learning Steering Group be formally disestablished, in light of the establishment of the sub-groups of the Committee, including the Technology Enhanced Learning Sub-Group.

RECOMMENDED (to the Senate):

That the proposal that the E-Learning Steering Group be formally disestablished, in light of the establishment of the sub-groups of the Committee, including the Technology Enhanced Learning Sub-Group, be approved.

- (d) Feedback on Exams and Dissertations (minutes 5(c)/13-14, 25(d)/12-13 and 52/13-14 referred)

REPORTED:

- (i) That, at its meeting on 6 November 2013, the Committee considered a proposal from the Assistant Registrars (Learning and Teaching) to amend the University Policy on the Timing of the Provision of Feedback to Students on Assessed work (paper AQSC 4/13-14), and resolved (*inter alia*) that, as students are entitled under data protection legislation to have sight of their own exam scripts after the examination, departments must ensure that any student who makes a request for access is entitled to do so free of charge

- (ii) That, at its meeting on 30 January 2013 the Committee resolved that the currently published guidance for departments on the release of examination scripts to students be checked for accuracy with the Deputy Registrar's Office
- (iii) That the Deputy Registrar's Office had confirmed:
  - (A) That examination scripts are exempt from subject access rules.
  - (B) That examiners' reports, comments on examined work and marks are not exempt from subject access rules.

RESOLVED:

That departments be consulted on their current practice in relation to releasing examination scripts to students, with a view to the development of a formal policy to be considered at a future meeting of the Committee.

67/13-14 Progress of Committee Recommendations

REPORTED:

That the Senate, at its meeting of 29 January 2014, resolved that recommendations from the Committee under the following headings be approved:

Terms of Reference, Constitution and Membership  
 Review of the 50% rule and Draft University Assessment Strategy  
 Monash/Warwick Joint PhD  
 Notification of Penalties for Late Submission of Assessed Work  
 Proposed Revisions to Regulation 36.1.7: Access to University Facilities for Temporarily Withdrawn/ Resit Students  
 Collaborative Course Proposals  
 Proposed Amendment of Ordinance 13

68/13-14 Students Union Update

RECEIVED:

An oral report from the Education Officer and the Postgraduate Officer of the Students' Union, on the following items:

- (a) STARS of Warwick Awards 2014;
- (b) Student Union Officer Elections;
- (c) Postgraduate Students who teach;
- (d) PGR Survey.

69/13-14 Report from the Contact Hours Working Group

REPORTED:

- (a) That, at its meeting on 20 June 2012, the Committee considered (*inter alia*) the report of the Faculty Engagement of the Faculty of Arts (paper TLR.96/11-12) and the report of the Faculty Engagement of the Faculty of Social Sciences (paper TLR.98/11-12) [arising from the Institutional Teaching and Learning Review 2011] and resolved (*inter alia*) that:

In relation to Recommendation 11.2(b)(ii) from the Faculty of Arts and Recommendation 13.3(b)(iv) from the Faculty of Social Sciences, following discussions with academic departments on contact hours, further policy and guidance be developed.

- (b) That at its meeting on 20 May 2013, the Committee considered a paper and oral report from the Assistant Registrar (Learning and Teaching) on contact hours (paper AQSC 55/12-13) and resolved:
- (i) That a Working Group be convened, as set out in the paper, with the following aims:
    - (i) To develop guidance for academic departments on appropriate contact hours at University/discipline level and at different levels of study;
    - (ii) To draft a University definition of 'contact hours';
    - (iii) To propose appropriate mechanisms of dissemination information on contact hours to prospective and current students and staff.
  - (ii) That the remit of the Working Group cover both undergraduate and postgraduate level study;
  - (i) That the membership of the Working Group be confirmed following the meeting, noting the view of the Committee that it would be beneficial for membership to be drawn from those members of academic departments with considerable operational experience;
  - (iv) That the working group also be asked to report back to AQSC on the feasibility and desirability, or otherwise, of developing a University Policy on Contact Hours, setting minimum expectations for courses at either University or discipline level and level of study.
- (minute 96/12-13 referred)
- (c) That the Working Group has met twice and produced a draft statement for the Committee's consideration, noting that comments received will inform the next meeting of the Working Group in early March.

CONSIDERED:

A draft Statement on Contact Hours from the Contact Hours Working Group (paper AQSC 34/13-14).

RESOLVED:

- (a) That comments from members of the Committee be incorporated into a revised draft Statement on Contact Hours, for further consideration at the Contact Hours Working Group and at a future meeting of the Committee;
- (b) That the Students' Union be asked to clarify the rationale for their current policy that all students should receive a minimum of 12 hours per week formal contact time.

70/13-14      Chair's Business

- (a) Moodle

CONSIDERED:

A paper from the Director of Campus Services and IT setting out the University's commitment to the Moodle platform (paper IPSC 15/13-14, noting that this was tabled at the meeting).

RESOLVED:

That the Committee endorse the commitment to developing the Moodle platform, as set out in paper IPSC 15/13-14.

- (b) National Student Survey

RECEIVED:

An oral update on the National Student Survey 2014, noting that the University response rate currently stands at 46%, considerably higher than at the same point in the survey last year, and well above the sector average response rate at this stage.

71/13-14      Quality Assurance Working Group

CONSIDERED:

Proposed terms of reference for the Quality Assurance Working Group Sub-Group of the Academic Quality and Standards Committee (paper QAWG 1/13-14 (revised)).

RESOLVED:

That the proposed terms of reference for the Quality Assurance Working Group Sub-Group of the Academic Quality and Standards Committee be approved, as set out in paper QAWG 1/13-14 (revised).

72/13-14      Good Practice Guide on Monitoring Student Attendance and Progression

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).

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.

73/13-14 Interdisciplinary Teaching

REPORTED:

That, at its meeting on 19 February 2014, the Board of Undergraduate Studies considered an oral report from the Chair on the current position regarding teaching credit for staff teaching on modules outside their own department and recommended (to the Academic Quality and Standards Committee) that departments be encouraged to support their staff who wish to be involved in interdisciplinary modules through the award of appropriate departmental teaching credit.

CONSIDERED:

The proposal from the Board of Undergraduate Studies that departments be encouraged to support their staff who wish to be involved in interdisciplinary modules through the award of appropriate departmental teaching credit.

RESOLVED:

That the Committee endorse the proposal from the Board of Undergraduate Studies that departments be encouraged to support their staff who wish to be involved in interdisciplinary modules through the award of appropriate departmental teaching credit.

74/13-14 Continuation of Registration Committees (minutes BGS 19/13-14 and BUGS 11/13-14 referred)

REPORTED:

- (a) That, at its meeting on 9 October 2013, the Board of Graduate Studies considered a paper from the Postgraduate Student Development Officer (Graduate School) proposing amendments to Regulation 36 Governing Student Registration, Attendance and Progress, relating to the provisions for the administration of Continuation of Registration Committees (paper BGS 21/13-14), and recommended (to the Academic Quality and Standards Committee) that the proposed amendment to the wording of Regulation 36 Governing Student Registration, Attendance and Progress, as set out in paper BGS 21/13-14, be approved;



- (b) That, at its meeting on 27 November 2013, the Board of Undergraduate Studies considered the proposal from the Graduate School setting out proposed amendments to Regulation 36 [as paper BUGS 10/13-14] and recommended (to the Academic Quality and Standards Committee) that the proposed amendments to Regulation 36 be approved as set out in paper BUGS 10/13-14 subject to the first sentence of paragraph 36.5.8 being amended to read: “The Continuation of Registration Appeals Committee may take evidence from the Head of Department (or his/her authorised deputy), other departmental representatives (including chairs of boards of examiners if relevant) and others as it deems appropriate”, in order to reflect that proceedings under Regulation 36 will primarily be initiated by Heads of Department rather than chairs of boards of examiners.
- (c) That the Chair of the Board of Graduate Studies has taken action on behalf of the Board to approve the revisions proposed by the Board of Undergraduate Studies to the proposal.

CONSIDERED:

A paper from the Postgraduate Student Development Officer (Graduate School) proposing amendments to Regulation 36 Governing Student Registration, Attendance and Progress, relating to the provisions for the administration of Continuation of Registration Committees (paper BGS 21/13-14 (revised)).

RECOMMENDED (to the Senate):

That the proposal the Postgraduate Student Development Officer (Graduate School) to make amendments to Regulation 36 Governing Student Registration, Attendance and Progress, relating to the provisions for the administration of Continuation of Registration Committees, be approved as set out in paper BGS 21/13-14 (revised).

75/13-14 Collaborative Course Proposals

- (a) Politics: Double Master’s in Journalism, Politics and International Studies (Monash-Warwick) (minutes.CFDLSC.11(c)/13-14 referred)

REPORTED:

- (i) That, at its meeting on 22 October 2013, the Graduate Studies Committee of the Faculty of Social Sciences considered a proposal from the Department of Politics and International Studies to introduce a new Double Master’s in Journalism, Politics and International Studies at Monash University and the University of Warwick, and recommended (to the Board of Graduate Studies) that the proposal from the Department of Politics and International Studies to introduce a new Double Master’s in Journalism, Politics and International Studies at Monash University and the University of Warwick, as set out in papers GFSS.26(a-b)/13-14, be approved.

(ii) That, at its meeting on 7 November 2013, the Collaborative, Flexible and Distributed-Learning Sub-Committee considered the proposal from the Department of Politics and International Studies to introduce a new Double Master's in Journalism, Politics and International Studies at Monash University and the University of Warwick, as set out in the following papers:

- (A) "Part 1" course approval form (paper GFSS 26(a)/13-14);
- (B) "Part 4" course approval form (paper GFSS 26(b)/13-14).

And recommended (to the Academic Quality and Standards Committee) that the proposal from the Department of Politics and International Studies to introduce a new Double Master's in Journalism, Politics and International Studies at Monash University and the University of Warwick be approved, as set out in papers GFSS 26 (a – b)/13-14, following approval by the Chair of CFDLSC on behalf of the Committee, subject to:

- (A) Receipt of a report on the collaborative proposal from the nominated external advisor;
- (B) Provision of the list of modules available on the degree;
- (C) Establishment by the department of a new dissertation module, at a higher CATS weighting and with amended learning outcomes, recognising that the dissertation on the dual degree was significantly longer than that required on the Warwick-only degrees.

(iii) That, at its meeting on 6 February 2013, it was reported to the Collaborative, Flexible and Distributed-Learning Sub-Committee that the queries raised by the Sub-Committee had subsequently been addressed by the department, and a report from the nominated external advisor received, and that the Chair of the Sub-Committee, acting on its behalf, had therefore taken action to recommend (to the Academic Quality and Standards Committee) that the proposal from the Department of Politics and International Studies to introduce a new Double Master's in Journalism, Politics and International Studies at Monash University and the University of Warwick, be approved as set out in the following papers:

- (A) "Part 1" course approval form (paper GFSS 26(a)/13-14 (revised));
- (B) "Part 4" course approval form (paper GFSS 26(b)/13-14).

#### CONSIDERED:

A proposal from the Department of Politics and International Studies to introduce a new Double Master's in Journalism, Politics and International Studies at Monash University and the University of Warwick, as set out in the following papers:

- (i) "Part 1" course approval form (paper GFSS 26(a)/13-14);

- (ii) "Part 4" course approval form (paper GFSS 26(b)/13-14).

RECOMMENDED (to the Senate):

That the proposal from the Department of Politics and International Studies to introduce a new Double Master's in Journalism, Politics and International Studies at Monash University and the University of Warwick, be approved as set out in papers GFSS 26(a-b)/13-14.

- (b) Monash- Warwick Joint PhD in Social Sciences (minute 11(b)/13-14 referred)

REPORTED:

- (i) That, at its meeting on 7 November 2013, the Collaborative, Flexible and Distributed-Learning Sub-Committee considered a proposal from the Faculty of Social Sciences to introduce a new collaborative PhD in Social Sciences with Monash University, as set out in the following papers:

- (A) "Part 1" course approval form (paper GFSS 182/12-13);
- (B) "Part 2" course approval form (paper GFSS 183/12-13);
- (C) "Part 4" course approval form (paper GFSS 184/12-13);
- (D) CVs for the following members of non-Warwick staff:
  - (1) Professor Sharon Pickering (paper CFDLSC 9/13-14);
  - (2) Associate Professor Jane Maree Maher (paper CFDLSC 10/13-14).

And recommended (to the Academic Quality and Standards Committee) that the proposal from the Faculty of Social Sciences to introduce a new collaborative PhD in Social Sciences with Monash University, as set out in papers GFSS 182-184 be approved subject to receipt of a report on the collaborative proposal from the nominated external advisor.

- (ii) That an external report on the collaborative proposal had now been obtained, and that the Chair of the Sub-Committee, acting on its behalf, had therefore taken action to recommend (to the Academic Quality and Standards Committee) that the proposal from the Faculty of Social Sciences to introduce a new collaborative PhD in Social Sciences with Monash University, as set out in papers GFSS 182-184 be approved.

CONSIDERED:

A proposal from the Faculty of Social Sciences to introduce a new collaborative PhD in Social Sciences with Monash University, as set out in the following papers:

- (i) "Part 1" course approval form (paper GFSS 182/12-13);
- (ii) "Part 2" course approval form (paper GFSS 183/12-13);
- (iii) "Part 4" course approval form (paper GFSS 184/12-13).

RECOMMENDED (to the Senate):

That the proposal from the Faculty of Social Sciences to introduce a new collaborative PhD in Social Sciences with Monash University, be approved as set out in papers GFSS 182-184/12-13.

(c) Queen Mary University London (minute CFDLSC 23(c)/13-14 referred)

REPORTED:

That, at its meeting on 6 February 2014, the Collaborative, Flexible and Distributed-Learning Sub-Committee considered a proposal from the Faculty of Arts to introduce a new MA in Global Shakespeare in collaboration with Queen Mary University London, as set out in the following papers:

- (i) Collaborative risk assessment (paper CFDLSC 56/13-14);
- (ii) "Part 1" course approval form (paper CFDLSC 57/13-14);
- (iii) "Part 4" course approval form (paper CFDLSC 58/13-14);

And recommended (to the Academic Quality and Standards Committee) that the proposal from the Faculty of Arts to introduce a new MA in Global Shakespeare in collaboration with Queen Mary University London, be approved.

CONSIDERED:

The proposal from the Faculty of Arts to introduce a new MA in Global Shakespeare in collaboration with Queen Mary University London, as set out in the following papers:

- (i) Collaborative risk assessment (paper CFDLSC 56/13-14);
- (ii) "Part 1" course approval form (paper CFDLSC 57/13-14);
- (iii) "Part 4" course approval form (paper CFDLSC 58/13-14);

RECOMMENDED (to the Senate):

That the proposal from the Faculty of Arts to introduce a new MA in Global Shakespeare in collaboration with Queen Mary University London, be approved as set out in papers CFDLSC 56-58/13-14.

(d) Confederation of Indian Industries (minute CFDLSC 23(d)/13-14 referred)

REPORTED:

That, at its meeting on 6 February 2014, the Collaborative, Flexible and Distributed-Learning Sub-Committee considered a proposal from the Warwick Manufacturing Group to extend the existing collaborative partnership with the Confederation of Indian Industries, India, to deliver the following existing, approved programmes (paper CFDLSC 60/13-14):

- Postgraduate Certificate/PGA in Manufacturing Systems Engineering;

- Postgraduate Certificate/PGA in Programme and Project Management;
- Postgraduate Certificate/PGA in Supply Chain and Logistics Management.

And recommended (to the Academic Quality and Standards Committee) that the proposal from the Warwick Manufacturing Group to extend the existing collaborative partnership with the Confederation of Indian Industries, India, be approved.

CONSIDERED:

The proposal from the Warwick Manufacturing Group to extend the existing collaborative partnership with the Confederation of Indian Industries, India, to deliver the following existing, approved programmes (paper CFDLSC 60/13-14):

- Postgraduate Certificate/PGA in Manufacturing Systems Engineering;
- Postgraduate Certificate/PGA in Programme and Project Management;
- Postgraduate Certificate/PGA in Supply Chain and Logistics Management.

RECOMMENDED (to the Senate):

That the proposal from the Warwick Manufacturing Group to extend the existing collaborative partnership with the Confederation of Indian Industries, India, be approved as set out in paper CFDLSC 60/13-14.

- (e) Lean Sigma Greenbelt (minute CFDLSC 23(e)/13-14 referred)

REPORTED:

That, at its meeting on 6 February 2014, the Collaborative, Flexible and Distributed-Learning Sub-Committee considered a proposal from the Warwick Manufacturing Group to revise the collaborative arrangements and title for an existing collaborative module – Lean Sigma Intermediate – now to be delivered collaboratively with HSBC, as set out in the following papers:

- (i) Rationale for the revisions (paper CFDLSC 61/13-14);
- (ii) “MA1” Module approval form (paper CFDLSC 62/13-14).

And recommended (to the Academic Quality and Standards Committee) that the proposal from the Warwick Manufacturing Group to revise the collaborative arrangements and title for an existing collaborative module – Lean Sigma Intermediate – now to be delivered collaboratively with HSBC, be approved.

CONSIDERED:

The proposal from the Warwick Manufacturing Group to revise the collaborative arrangements and title for an existing collaborative

module – Lean Sigma Intermediate – now to be delivered collaboratively with HSBC, as set out in the following papers:

- (i) Rationale for the revisions (paper CFDLSC 61/13-14);
- (ii) “MA1” Module approval form (paper CFDLSC 62/13-14).

RECOMMENDED (to the Senate):

That the proposal from the Warwick Manufacturing Group to revise the collaborative arrangements and title for an existing collaborative module – Lean Sigma Intermediate – now to be delivered collaboratively with HSBC, be approved as set out in papers CFDLSC 61-62/13-14.

- (f) Eastern Mediterranean University, Cyprus (minute CFDLSC 23(f)/13-14 referred)

REPORTED:

That, at its meeting on 6 February 2014, the Collaborative, Flexible and Distributed-Learning Sub-Committee considered a proposal from the Warwick Manufacturing Group to alter the delivery of an existing module – Project Planning, Management and Control – to a franchised model, as set out in the following papers:

- (i) Rationale for the franchised delivery (paper CFDLSC 63/13-14);
- (ii) CV for the following member of non-Warwick staff: Dr Mustafa Riza (paper CFDLSC 64/13-14).

And recommended (to the Academic Quality and Standards Committee) that proposal from the Warwick Manufacturing Group to alter the delivery of an existing module – Project Planning, Management and Control – to a franchised model be approved.

CONSIDERED:

The proposal from the Warwick Manufacturing Group to alter the delivery of an existing module – Project Planning, Management and Control – to a franchised model (paper CFDLSC 63/13-14).

RECOMMENDED (to the Senate):

That the proposal from the Warwick Manufacturing Group to alter the delivery of an existing module – Project Planning, Management and Control – to a franchised model, be approved as set out in paper CFDLSC 63/13-14.

- (g) MSc in Diamond Science and Technology

REPORTED:

That the Chair of the Collaborative, Flexible and Distributed Learning Sub-Committee has taken action on behalf of the Committee to consider and recommend to the Academic Quality and Standards

Committee that a proposal from the Departments of Chemistry and Physics to establish an MSc in Diamond Science and Technology with the Universities of Aberystwyth, Bristol, Cardiff, Imperial, Newcastle, Oxford and Strathclyde be approved as set out in the following papers:

- (i) "Part 1" course approval form (paper SGS 6/13-14);
- (ii) "Part 4" course approval form (paper CFDLSC 71/13-14);

CONSIDERED:

A proposal from the Departments of Chemistry and Physics to establish an MSc in Diamond Science and Technology with the Universities of Aberystwyth, Bristol, Cardiff, Imperial, Newcastle, Oxford and Strathclyde be approved as set out in the following papers:

- (i) "Part 1" course approval form (paper SGS 6/13-14);
- (ii) "Part 4" course approval form (paper CFDLSC 71/13-14);

RECOMMENDED (to the Senate):

That the proposal from the Departments of Chemistry and Physics to establish an MSc in Diamond Science and Technology with the Universities of Aberystwyth, Bristol, Cardiff, Imperial, Newcastle, Oxford and Strathclyde be approved, as set out in paper SGS 6/13-14 and paper CFDLSC 71/13-14.

76/13-14 "Part 4" Course Approval Form (minute CFDLSC 15/13-14 refers)

REPORTED:

That, at its meeting on 6 February 2014, the Collaborative, Flexible and Distributed-Learning Sub-Committee considered proposed changes to the "part 4" course approval form to recognise that the Principal Contact at the Partner Institution may not be an academic member of staff, and recommended (to the Academic Quality and Standards Committee) that the proposed changes to the "part 4" course approval form be approved, as set out in paper CFDLSC 20/13-14.

CONSIDERED:

Proposed changes to the "part 4" course approval form to recognise that the Principal Contact at the Partner Institution may not be an academic member of staff (deletions ~~struck through~~) (paper CFDLSC 20/13-14).

RECOMMENDED (to the Senate):

That the proposed changes to the "part 4" course approval form to recognise that the Principal Contact at the Partner Institution may not be an academic member of staff (deletions ~~struck through~~), be approved as set out in paper CFDLSC 20/13-14.

77/13-14 Collaborative Periodic Review Process (minute CFDLSC 5(c)/13-14 refers)

REPORTED:

That, at its meeting on 7 November 2013, the Collaborative, Flexible and Distributed-Learning Sub-Committee considered a proposal to revise the collaborative review process, in line with [an earlier] resolution of the Sub-Committee (paper CFDLSC 3/13-14), and recommended (to the Academic Quality and Standards Committee) that the proposal to revise the collaborative review process, in line with the resolution of the Sub-Committee be approved as set out in paper CFDLSC 3/13-14.

CONSIDERED:

A proposal to revise the collaborative review process (paper CFDLSC 3/13-14).

RECOMMENDED (to the Senate):

That the proposal to revise the collaborative review process be approved as set out in paper CFDLSC 3/13-14.

78/13-14 QAA Consultation: Strengthening the Quality of UK Transnational Education

RECEIVED:

The draft University's response to the QAA consultation on "Strengthening the Quality of UK Transnational Education (paper SC 84/13-14).

79/13-14 New Undergraduate Courses of Study

REPORTED:

That the Board of Undergraduate Studies, at its meeting on 19 February 2014, approved the following new courses:

- BA in Politics, International Studies and Quantitative Methods
- BA in Sociology and Quantitative Methods
- BA in Early Years Professional Studies
- BA Classics (Ancient Greek) with Study Abroad in Europe
- BA Classics (Latin) with Study Abroad in Europe
- BA Ancient History and Classical Archaeology with Study in Europe
- BA in Liberal Arts
- BA in Hispanic Studies with Film
- BA in Hispanic Studies with Theatre
- BSc in Applied Engineering (Rail stream)
- DipHE in Applied Engineering
- CertHE in Applied Engineering

80/13-14 New Postgraduate Courses of Study

REPORTED:



- (a) That it was reported to the Board of Graduate Studies at its meeting on 18 February 2014 that the Chair had taken action on behalf of the Board to approve the following new courses:

Monash Warwick Joint PhD (Social Sciences)  
Double Master's in Journalism, Politics and International Studies  
(Monash-Warwick)

- (b) That the Board of Graduate Studies, at its meeting on 18 February 2014, approved the following new courses:

MSc/PgD/PgC Advanced Mechanical Engineering  
MSc/PgD/PgC Communications and Information Engineering  
MSc/PgD/PgC Energy and Power Engineering

81/13-14 Revised Postgraduate Courses of Study

REPORTED:

That the Board of Graduate Studies, at its meeting on 18 February 2014, approved the following revisions to courses:

MA in Philosophy  
All MA and MSc courses in Sociology

82/13-14 Accreditation of Prior Learning (APL) Policy

REPORTED:

That it was reported to the Board of Graduate Studies at its meeting on 18 February 2014 that the Chair had taken action on behalf of the Board to approve the following revisions to the University's APL Policy for the Centre for Education Studies.

83/13-14 Next meeting

REPORTED:

That the next meeting of the Committee is scheduled to be held on Thursday 15 May 2014 at 9.00am in room CMR 1.0 (formerly the Council Chamber), University House.