

UNIVERSITY OF WARWICK

Academic Quality and Standards Committee

Minutes of the meeting of the Academic Quality and Standards Committee
held on 22 February 2016

Present: Professor CL Hughes (Chair), Professor A Dowd (Academic Director of the Graduate School), Dr L Gramaglia (Learning and Development Manager (Academic), Learning Development Centre), Professor CW Hughes (Chair of the Faculty of Social Sciences), Mr C Hindhaugh (Education Officer, Students' Union), Professor S Jacka (Representative of Senate (Science)), Professor D Lamburn (Chair of the Collaborative, Flexible and Distributed Learning Sub-Committee), Professor R Leng (Chair of the Board of Undergraduate Studies), Dr N Monk (Director of IATL), Professor A Reeve (Representative of Senate (Social Sciences)), Professor L Roberts (Representative of Senate (Medicine)), Mr N Shiers (Postgraduate Officer, Students' Union), Professor M Shipman (Chair of the Faculty of Science), Ms A Thomas (Service Owner (Academic Technology)), Dr I Tuersley (SSLC Co-ordinator (Science)), Dr N Whybrow (Representative of Senate (Arts)), Professor P Winstanley (Chair of the Faculty of Medicine and Interim Senior Tutor).

Apologies: Ms S Bennett (Director of Student Careers and Skills), Professor P Corvi (SSLC Co-ordinator (Social Sciences)), Professor C Jenainati (SSLC Coordinator (Arts)), Professor J Palmowski (Chair of the Board of Graduate Studies).

In Attendance: Ms K Gray (Secretary), Mr M Mik (Acting Assistant Secretary), Ms Y Salter Wright (Director of Delivery Assurance; for minute 45/15-16), Ms N Snodgrass Tan (Senior Assistant Registrar (Delivery Assurance); for minute 45/15-16).

40/15-16 Conflicts of Interest

REPORTED:

- (a) That, should any members or attendees of the Board have any conflicts of interest relating to agenda items for the meeting, they should be declared in accordance with the Committee of University Chairs (CUC) Higher Education Code of Governance (2014), available online from <http://www.universitychairs.ac.uk/publications/>;
- (b) That there were no conflicts of interest to declare.

41/15-16 Minutes of the last meeting

RESOLVED:

That the minutes of the meeting held on 28 January 2016 be approved.

- (a) Teaching Excellence Strategy (minute 25/15-16 referred)

REPORTED:

That, at its meeting on 28 January 2016, the Committee considered the University Teaching Excellence Strategy and resolved the following:

- (j) *That a Teaching Excellence Framework (TEF) Steering Group be established to review data analysis of surveys relevant to the TEF, to promote institutional cultural change and to consider capacity of departments to deliver such change.*
- (k) *That members of the Committee provide suggestions to the Secretary as to the roles that should be involved.*

(minute 25/15-16 referred)

CONSIDERED:

A paper from the Secretary setting out terms of reference and constitution of the Teaching Excellence Framework (TEF) Steering Group (paper AQSC.26/15-16).

REPORTED: (by the Education Officer)

- (i) That the Terms of Reference should be reordered to start with the task to 'identify and promote good practice in relation to teaching excellence';

(by the Chair of the Faculty of Social Sciences)

- (ii) That there needed to be a clear link between the Steering Group and academic resourcing;

(by the Chair)

- (iii) That the proposed membership cover all aspects, as currently and potentially understood as relevant to TEF;
- (iv) That in doing, the membership include the Chair of the Board of Undergraduate Studies and the Director of Student Careers and Skills;
- (v) That the proposed membership was too large for an effective working group;
- (vi) That the priority task for the Steering Group was to draft a Teaching Excellence Framework strategy for the University.

RESOLVED:

- (vii) That the Terms of Reference, as set out in paper AQSC.26/15-16 and amended as proposed in (i) and (ii) above, be approved;

(viii) That members contact the Secretary with any suggestions on reducing the Steering Group membership.

(b) Students' Union Update (minute 28/15-16 referred)

REPORTED:

(i) That, at its meeting on 28 January 2016, following an update from the Education and Postgraduate Officers of the Students' Union, the Committee resolved the following:

(m) *That the Board of Graduate Studies be asked whether issues raised in SSLC reports in relation to specific departments had been followed up with responses requested;*

(n) *That further consideration be given to how the Committee be alerted to issues raised by SSLCs, noting that review of SSLC reports fell within the remit of the Boards of Undergraduate and Graduate Studies;*

(o) *That the Secretary would raise issues of overcrowding with the Space Management and Timetabling Team;*

(p) *That the Secretary and the Chair of the Board of Undergraduate Studies consider further clarification of the rule on penalties for late submission.*

(minute 28/15-16 referred)

(ii) That the Chair of the Board of Graduate Studies had followed up issues raised in postgraduate SSLC reports with individual departments;

(iii) That the Committee would receive an update on the mechanism of bringing issues raised by SSCLs to its attention during Summer Term;

(iv) That the Secretary had raised issues of overcrowding with the Space Management and Timetabling Team and that these were now being progressed by the Estates Office;

(v) That the Secretary to the Committee and the Chair of the Board of Undergraduate Studies had discussed further clarification of the rule on penalties for late submission and that a proposal would come to the Committee in Summer Term;

(by the Secretary)

(vi) That the Chair of the Board of Graduate Studies had followed up the issue of over-recruitment with the relevant departments.

RESOLVED:

That clarity on the timescales for the investigation of overcrowding on the Physics concourse bridge and their remedy be obtained from the Estates Office.

(c) Marks Conversion Tables (minute 30/15-16 referred)

REPORTED:

That, at its meeting on 28 January 2016, the Committee considered a paper proposing draft mark conversion tables for study abroad (paper AQSC.25/15-16) and resolved the following:

- (a) *That further information be provided on the contextual information to be made available to students on the differing assessment cultures they will encounter at overseas institutions;*
- (b) *That incoming Erasmus students be consulted on the content and approach of the marks scales;*
- (c) *That further consideration be given to how the marks scales apply to interdisciplinary and joint degrees;*
- (d) *That the marks scales should not be used for the award of marks which would contribute to degree classification.*

(minute 30/15-16 referred)

REPORTED: (by the Secretary)

- (i) That the issues raised by the Committee had been considered by the International Sub-Group and responses provided as set out below;
- (ii) That contextual information on the differing assessment cultures students were likely to encounter at overseas institutions was extremely valuable but was best provided at departmental level;
- (iii) That the International Sub-Group was of the view that incoming Erasmus+ students would not be well placed at this point in the year to be consulted on the content and approach of the marks scales, noting their limited engagement with the UK HE environment in general and the University in particular;
- (iv) That the Pro-Vice-Chancellor (Postgraduate and Transnational Education) discussed the application of the marks scales to interdisciplinary and joint degrees with the Academic Director (Liberal Arts / Global Sustainable Development) and that representatives of these degrees and other departments operating multiple joint degrees were represented on the International Sub-Group;
- (v) That, initially, the marks conversion tables should not be automatically applied to work contributing towards the final degree classification;

(vi) That, in the period before the conversion tables were reviewed, they would serve as a guide to departments that wished the mark earned abroad to count towards degree classification where this was not already practiced;

(vii) That, where departments felt an alteration to the Marks Conversion Scales was required, the International Sub-Group would have to be consulted to ensure consistency of standards across the University;

(by the Representative of Senate (Science))

(viii) That clarity as to how the Marks Conversion Scales would be evaluated was needed as evidence would need to be gathered to inform the review;

(ix) That further clarity on how the Marks Conversion Scales would be used in relation to degree classification was required;

(by the Chair of the Board of Undergraduate Studies)

(x) That the use of Marks Conversion Scales needed to be made clear on the Higher Education Achievement Record and any other form of academic transcript;

(by the Chair of the Collaborative, Flexible and Distributed-Learning Sub-Committee)

(xi) That additional work was required to fully embed and operationalise the use of the Marks Conversion Scales.

RESOLVED:

That the International Sub-Group clarify the following points:

(xii) The long-term intentions for the use of the Marks Conversion Scales, in particular their application for courses where marks arising from assessments taken at partner institutions contributed towards the final degree classification;

(xiii) Confirmation that the mapping of mark descriptors from overseas institutions against Warwick's mark descriptors had been undertaken in developing the marks scales.

(d) Retention of Examination Scripts (minute 33/15-16 referred)

REPORTED:

That, at its meeting on 28 January 2016, the Committee considered a proposal to amend guidance on retention of examination scripts, as set out in paper AQSC.18/15-16, and recommended it to the Senate for approval.

RECEIVED:

An oral report from the Secretary on the application of the guidance on retention of examination scripts to pieces of assessed work, including those held in electronic copy only.

REPORTED: (by the Secretary)

- (i) That a further query relating to the proposal had been received from the Academic Director of the Graduate School following the last meeting of the Committee;
- (ii) That the retention rule should be applied to all work contributing towards the final course mark, including examination scripts and coursework;
- (iii) That confirmation had been provided by IT Services that scripts collected via Moodle or Tabula were currently stored for at least the minimum required period of two years;

(by the Service Owner (Academic Technology))

- (iv) That there should be a minimum and maximum retention timescale, noting the difficulties of retention requirements being linked to individual students rather than modules.

RESOLVED:

That the recommendation to Senate that the proposal to amend guidance on retention of examination scripts, as set out in paper AQSC.18/15-16, be approved, be extended to coursework contributing to the final course mark.

- (e) Education Report (minute 34/15-16 referred)

REPORTED:

That, at its meeting on 28 January 2016, the Committee considered the Education Report prepared by the Deputy Academic Registrar and considered by the Steering Committee at its meeting on 14 December 2015 (paper SC.47/15-16 {Restricted}), and resolved the following:

- (a) *That the Representative of Senate (Science) suggest metrics that could be used in such reports;*
- (b) *That clarification be provided on the performance metric related to OIA points.*

(minute 34/15-16 referred)

RECEIVED:

A paper setting out a clarification of the allocation of OIA points (paper AQSC.27/15-16), noting that full details of the arrangement were available from the OIA website at <http://oiahe.org.uk/about-us/subscription-to-the-oia.aspx>.

(f) Disability Policy (minute 35/15-16 referred)

REPORTED:

That, at its meeting on 28 January 2016, the Committee reported the following:

- (a) *That an updated Disability Policy was under development and it was proposed that it contain more specific sections related to students;*
- (b) *That a statement on learning and teaching had been requested and would be brought to the Committee for consideration in due course.*

(minute 35/15-16 referred)

CONSIDERED:

A draft statement on learning and teaching for inclusion in the updated University Disability Policy (paper AQSC.28/15-16).

REPORTED: (by the Secretary)

- (i) That the draft University Disability Policy was undergoing further revisions and it had not been possible to circulate it to provide context for the draft statement;
- (ii) That the draft statement would be brought to the Committee for further consideration with the draft updated University Disability Policy, once available, providing necessary context;
- (iii) That further guidance on how the Policy could be implemented, including on inclusive teaching and learning, could be developed in due course;

(by the Learning and Development Manager (Academic))

- (iv) That online training was available via the Learning and Development Centre on their PGA course, noting that an online module was also being developed for the Postgraduate Certificate in Academic Professional Practice;

(by the Chair of the Collaborative, Flexible and Distributed Learning Sub-Committee)

- (v) That work on inclusive teaching had been undertaken by other UK HE institutions and could inform the University's efforts in this area;

(by the Representative of Senate (Science))

- (vi) That guidance was required for departments with respect to reasonable adjustments to assessment methods for instance, where examinations were deemed an unsuitable method of assessment given specific student circumstances;

(by the Academic Director of the Graduate School)

- (vii) That guidance was also required for departments on how to offer reasonable adjustments for coursework.

43/15-16 Students' Union Update

RECEIVED:

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

REPORTED: (by the Education Officer)

- (a) That the Education Officer had been mandated to lobby for more University-run study space during examination time and a second Library;
- (b) That the Faculty of Arts had endorsed a student mentoring scheme as an example of good practice and supported its deployment across the Faculty;
- (c) That the Education Executive was continuing to discuss a range of issues raised through SSLCs;

(by the Chair)

- (d) That the University released notifications to students from Easter onwards regarding rooms available on campus for study and revision to address the limitations of Library study spaces;

(by the Postgraduate Officer)

- (e) That the Postgraduate Officer led on a call for a holistic review of health services on campus, taking into account the needs of postgraduate, distance learning and part-time cohorts, as well as students registered on professional courses;
- (f) That issues engaging the Postgraduate Officer included: use of Saturdays and Wednesday afternoons for teaching, the Sessional Teaching Project, a review of postgraduate bursaries and the 24-hour Library proposal.

44/15-16 Resit Examinations

CONSIDERED:

A discussion paper from the Secretary on resit examination arrangements for students in intermediate and final years of study (paper AQSC.29/15-16 (Revised)).

REPORTED: (by the Secretary)

- (a) That the Assistant Registrar (Exams) reported that the difference between resit options for first year and intermediate/final year students were largely due to the fact that the first year did not count towards the final degree classification, degrees in the Faculty of Science being a notable exception;

- (b) That the proposal to give Boards of Examiners a choice between resit options could put Boards in a difficult position, potentially opening their decisions to appeals;
- (c) That the suggested timescales for the consideration of a finalised proposal in Term 3 of the academic year 2015-16 might not allow for full consideration of all implications of the suggested change;

(by the Chair)

- (d) That apart from the question of resit options, there was the issue of support to students during resit periods;

(by the Representative of Senate (Science))

- (e) That any support for enabling resits and supporting students resitting without residence would require significant additional resources;

(by the Director of IATL)

- (f) That a student view on the proposal would be valuable;

(by the Service Owner (Academic Technology))

- (g) That benchmarking against other institutions was needed to inform the proposal;

(by the SSLC Co-ordinator (Science))

- (h) That similar arrangements for September resits had been put in place in the past for certain courses where strategic changes to courses were required, noting that such an arrangement required an approval from the Vice-Chancellor;

- (i) That the scheduling of departmental exam boards was driven by the existing arrangements and changes to resit options would have direct impact on departmental exam boards;

(by the Postgraduate Officer)

- (j) That first year students learn about their September resit results very late, noting the impact this had on their ability to re-join their course;

(by the Secretary)

- (k) That there was a contingent issue of timing of resit examinations, noting that any change in that regard would have resource implications.

RESOLVED:

- (l) That additional work be undertaken to investigate the following:

- (i) The views of students;
- (ii) Benchmarking of University practices against other institutions;
- (iii) Resource implications of the proposal.

- (m) That the proposal be brought back to the Committee in Summer term, noting that any change would not be applied in the academic year 2016-17;
- (n) That the issue of support for resitting students be considered separately at the next meeting of the Committee, noting that any outcome could be applied in time for the next academic year.

45/15-16

Draft Statement of Expected Student Behaviour

RECEIVED:

- (a) A presentation from the Director of Delivery Assurance and Resolution on the draft Statement of Expected Student Behaviour (paper AQSC.34/15-16);
- (b) A consultation paper on the draft Statement of Expected Student Behaviour from the Director of Delivery Assurance and Resolution and Senior Assistant Registrar (Delivery Assurance), as set out in paper AQSC.30/15-16.

REPORTED:

- (c) That a number of consultation events had been planned to facilitate the engagement of wider University Community in the drafting of the Statement of Expected Student Behaviour, noting that further information was available online from <http://warwick.ac.uk/studentbehaviour>;
- (d) That the Committee would be invited to consider a finalised version of the draft Statement of Expected Student Behaviour at its meeting in Summer Term 2016;

(by the Chair of the Faculty of Medicine and the Interim Senior Tutor)

- (e) That the feasibility of having a single document applicable to students resident in the UK and overseas should be considered, noting different legal systems applying to the University's students depending on their place of residence;

(by the Representative of Senate (Science))

- (f) That the commitment to freedom of speech needed to be expressed more strongly in the Statement;

(by the Students' Union Education Officer)

- (g) That the Statement needed to be presented in a more accessible manner;
- (h) That the illegality of occupation on campus needed to be made very clear;
- (i) That the Statement needed to encompass staff to make it more inclusive and representative of the Warwick Community;

(by the Representative of Senate (Medicine))

- (j) That the Statement should apply to staff as well as students;

- (k) That the language needed to be clearer in terms of covering the University's virtual spaces, as well as its physical space.

RESOLVED:

That any additional comments be submitted directly to the Director of Delivery Assurance and the Senior Assistant Registrar (Delivery Assurance).

46/15-16 Collaborative Strategy and Policy

REPORTED:

That, at its meeting on 8 February 2016, the Collaborative, Flexible and Distributed Learning Sub-Committee considered a revised version of the University's Collaborative Strategy and Policy, updated to align with current University Strategy, as set out in paper CFDLSC.22/15-16, and recommended to the Academic Quality and Standards Committee the following:

That, subject to minor amendments of the text as discussed at the meeting, the Collaborative Strategy and Policy be approved.

(minute CFDLSC.23/15-16 referred)

CONSIDERED:

The recommendation from the Collaborative, Flexible and Distributed Learning Sub-Committee that the revised version of the University's Collaborative Strategy and Policy, as set out in paper CFDLSC.22/15-16 (revised), be approved.

RECOMMENDED: (to the Senate)

That the revised version of the University's Collaborative Strategy and Policy, as set out in paper CFDLSC.22/15-16 (revised), be approved.

47/15-16 Discontinuation of Courses (minute CFDLSC.22/15-16 referred)

REPORTED:

- (a) That, at its meeting on 8 February 2016, the Collaborative, Flexible and Distributed Learning Sub-Committee (CFDLSC) considered a draft policy for the procedure for the discontinuation of courses as set out in paper CFDLSC.21/15-16;
- (b) That the Sub-Committee resolved the following:
- (e) *That the guidance be amended to include "support for public relations and communications where necessary";*
 - (f) *That the paper be amended to reflect that the process was policy and was a requirement;*
 - (g) *That a form be provided, based on the information outlined in the paper CFDLSC.21/15-16;*

- (h) *That proposals for discontinuation of courses be considered solely by the Boards of Undergraduate and Graduate Studies, not by the Faculty Sub-Committees as well, to avoid duplication of scrutiny;*
- (i) *That all departments with devolved responsibility for admissions should ensure that processes, terms and conditions and communications accord with those developed centrally by the Student Recruitment, Outreach and Admissions Service in response to Competition and Markets Authority (CMA) guidance.*

(minute CFDLSC.22/15-16 referred)

CONSIDERED:

A draft policy for the procedure for the discontinuation of courses as set out in paper CFDLSC.21/15-16 (revised).

REPORTED: (by the Education Officer)

That the procedure be amended to include a notification of any courses to be discontinued to the Students' Union to enable the Advice Centre to prepare appropriate support for affected students.

RECOMMENDED: (to the Senate)

That the procedure for the discontinuation of courses, as set out in paper CFDLSC.21/15-16 (revised) and amended as per above, be approved.

48/15-16

Sub-Groups of AQSC

- (a) Interdisciplinary Sub-Group

CONSIDERED:

An update report from the Interdisciplinary Sub-Group of AQSC (paper AQSC.31/15-16).

REPORTED: (by the Director of IATL)

- (i) That a number of areas present challenges to the development of interdisciplinarity, including the credit system and timetabling;

(by the Chair of the Faculty of Arts)

- (ii) That other institutions were facing similar problems, noting that Warwick was able to generate new interdisciplinary activities despite the obstacles;

- (iii) That it was important to resource interdisciplinary courses properly;

(by the Chair of the Faculty of Social Sciences)

- (iv) That, with the Chair of the Faculty of Arts, consideration was being given to governance structures for interdisciplinary courses, including with respect to the operational management of such courses;

(by the Education Officer)

- (v) That ways of making interdisciplinary modules available to greater number of students needed to be explored;

(by the Service Owner (Academic Technology))

- (vi) That some institutions were using non-accredited programmes to embed interdisciplinary elements to help create necessary structures before launching full degrees.

RESOLVED:

That the Chair of the Committee would take forward the issues raised in the report with Heads of Departments next term as part of a wider discussion on education at Warwick in advance of the Institutional Teaching and Learning Review.

- (b) Quality Assurance Working Group

RECEIVED:

An update report from the Quality Assurance Working Group (paper AQSC.32/15-16).

49/15-16 Revision to University Regulation 8.10

REPORTED:

That, at its meeting on 15 February 2016, the Board of Undergraduate Studies considered a recommendation from the Faculty of Medicine Undergraduate Studies Committee for Regulation 8.10 to be revised, as set out in paper MUSC.23/15-16, and recommended that the proposal to amend Regulation 8.10 be approved.

CONSIDERED:

A proposal from the Undergraduate Studies Committee of the Board of the Faculty of Medicine that Regulation 8.10 be revised as set out in paper MUSC.23/15-16.

REPORTED: (by the Representative of Senate (Medicine))

That the change to Regulation 8.10 reflected a change to the course structure, noting that it would be implemented from the academic year 2016-17.

RECOMMENDED: (to the Senate)

That the proposal to revise Regulation 8.10, as set out in paper MUSC.23/15-16, be approved, to apply to students commencing their studies from 2016-17.

- (a) New Variants of MA in the History and Business of Art and Collecting and MA in the History and Business of the Contemporary Art Market

REPORTED:

- (i) That, at its meeting on 8 February 2016, the Collaborative, Flexible and Distributed Learning Sub-Committee considered a proposal from the Department of History of Art to introduce a variant of two existing validated Master's courses delivered by the Institut d'Études Supérieures des Arts (IÉSA), Paris, as set in paper AGSC.10/15-16 and recommended that the proposal be approved, subject to the following issues being addressed:

(ix) *That, as academic scrutiny of the course content was outwith of the terms of reference of the committee, the following comments be forwarded to the Board of Graduate Studies:*

(A) *That not all the documentation referred to the QAA Benchmark Statements relevant to the course were incomplete, noting that even though these may not be available for the subject, they would be available for a Masters qualification;*

(B) *That the department be asked to clarify progression requirements and course structure in relation to core/optional modules;*

(x) *That the tutors be approved, subject to the condition that M Pozzoni supervise students under the mentorship of more experienced colleagues for a period of two intakes;*

(xi) *That the Secretariat contact the department to clarify future plans for the validation.*

(minute CFDLSC.25(a)/15-16 referred)

- (ii) That, at its meeting on 16 February 2016, the Board of Graduate Studies considered a proposal from the Department of History of Art to introduce a variant of two existing validated Master's courses delivered by the Institut d'Études Supérieures des Arts (IÉSA), Paris, as set in paper AGSC.10/15-16 and recommended that the proposal be approved, subject to the following conditions:

(G) *Clarification as to the reason for not offering the Postgraduate Certificate as an exit route;*

(H) *Clarification as to the reason for not providing the External Assessor's report;*

(I) *Clarification as to whether Dr J Vickery has been consulted in relation to the proposal for the new MA in the History and Business of the Contemporary Art Market in Paris.*

(draft unconfirmed minute BGS.63(a)(i)/15-16 referred)

CONSIDERED:

A proposal from the Department of History of Art to introduce a variant of two existing validated Master's courses delivered by the Institut d'Études Supérieures des Arts (IÉSA), Paris, as set in paper AGSC.10/15-16.

RESOLVED:

That the Chair of the Committee consider the proposal amended as set out above and take action on behalf of the Committee to recommend the proposal to the Senate for approval.

(b) Warwick Manufacturing Group: Pakistan Institute of Management

REPORTED:

- (i) That, at its meeting on 8 February 2016, the Collaborative, Flexible and Distributed Learning Sub-Committee considered a proposal for the existing collaborative course MSc in Engineering Business Management (and sub-qualifications) to be delivered by Warwick Manufacturing Group in conjunction with the Pakistan Institute of Management as set out in paper CFDSL.25/15-16 and resolved that the Chair be permitted to recommend the collaboration to the Academic Quality and Standards Committee for approval, following consideration of satisfactory due diligence documentation and the risk assessment;
- (ii) That the Chair of the Collaborative, Flexible and Distributed Learning Sub-Committee had since considered due diligence documentation and the risk assessment and took action on behalf of the Sub-Committee to recommend the collaboration for approval.

CONSIDERED:

A proposal for the existing collaborative course MSc in Engineering Business Management (and sub-qualifications) to be delivered by Warwick Manufacturing Group in conjunction with the Pakistan Institute of Management as set out in papers AQSC.33/15-16 and CFDSL.25/15-16.

RECOMMENDED: (to the Senate)

That the proposal for the existing collaborative course MSc in Engineering Business Management (and sub-qualifications) to be delivered by Warwick Manufacturing Group in conjunction with the Pakistan Institute of Management, as set out in papers AQSC.33/15-16 and CFDSL.25/15-16, be approved.

(c) Warwick Manufacturing Group: Singapore Institute of Management (SIM) and Singapore Institute of Manufacturing Technology (SIMTech)

REPORTED:

That, at its meeting on 8 February 2016, the Collaborative, Flexible and Distributed Learning Sub-Committee considered a proposal for the extension of the existing partnership with Singapore Institute of

Management (SIM) and Singapore Institute of Manufacturing Technology (SIMTech) to include the MSc in Cyber Security and Management (with sub-qualifications) and the Postgraduate Award in Innovation Business Leadership, as set out in paper CFDLSC.30/15-16, and recommended the proposal for approval.

CONSIDERED:

A proposal for the extension of the existing partnership with Singapore Institute of Management (SIM) and Singapore Institute of Manufacturing Technology (SIMTech) to include the MSc in Cyber Security and Management (with sub-qualifications) and the Postgraduate Award in Innovation Business Leadership, as set out in paper CFDLSC.30/15-16.

RECOMMENDED: (to the Senate)

That the proposal for the extension of the existing partnership with Singapore Institute of Management (SIM) and Singapore Institute of Manufacturing Technology (SIMTech) to include the MSc in Cyber Security and Management (with sub-qualifications) and the Postgraduate Award in Innovation Business Leadership, as set out in paper CFDLSC.30/15-16, be approved.

(d) Discontinuation of Collaborative Courses (minute CFDLSC.21(c)/15-16 referred)

REPORTED:

That, at its meeting on 8 February 2016, the Collaborative, Flexible and Distributed Learning Sub-Committee, reported that the requests for discontinuation of the following collaborative courses had been approved:

- (i) Courses delivered by Warwick Manufacturing Group in Collaboration with Hong Kong Polytechnic University, as set out in paper CFDLSC.27/15-16:
 - (A) Postgraduate Award in eBusiness Management;
 - (B) Post-experience Certificate and Post-experience Diploma in Engineering Business Management.
- (ii) Foundation Degree in Early Years delivered by the Centre for Lifelong Learning in collaboration with New College Telford.

RECOMMENDED: (to the Senate)

That the discontinuation of the following as collaborative courses be approved:

- (iii) Courses delivered by Warwick Manufacturing Group in Collaboration with Hong Kong Polytechnic University, as set out in paper CFDLSC.27/15-16:
 - (A) Postgraduate Award in eBusiness Management;
 - (B) Post-experience Certificate and Post-experience Diploma in Engineering Business Management.

- (iv) Foundation Degree in Early Years delivered by the Centre for Lifelong Learning in collaboration with New College Telford.

51/15-16 CFDLSC Terms of Reference

REPORTED:

That, at its meeting on 8 February 2016, the Collaborative, Flexible and Distributed Learning Sub-Committee (CFDLSC) considered its proposed amended Terms of Reference, as set out in paper CFDLSC.1/15-16 (Revised) and recommended to the Academic Quality and Standards Committee that the amended CFDLSC Terms of Reference be approved (minute CFDLSC.20(a)/15-16 referred).

CONSIDERED:

The recommendation from the Collaborative, Flexible and Distributed Learning Sub-Committee that its Terms of Reference be amended as set out in paper CFDLSC.1/15-16 (Revised).

RECOMMENDED (to the Senate):

That the amended Terms of Reference of the Collaborative, Flexible and Distributed Learning Sub-Committee, as set out in paper CFDLSC.1/15-16 (Revised), be approved.

52/15-16 Progress of Committee Recommendations

REPORTED:

That the Senate, at its meeting on 27 January 2016, resolved that recommendations from the Committee under the following headings be approved:

- (a) Amendments to Regulation 37;
- (b) Amendment to Guidance on Requirements for the Award of Postgraduate Research Degrees;
- (c) Amendment to Regulation 11 on the Procedure to be Adopted in the Event of Suspected Cheating in a University Test;
- (d) Criteria and Approval Process for New Exchange Programmes;
- (e) Proposal from Warwick Business School to introduce a new Postgraduate Award in Organisational Leadership for the Emirates Group;
- (f) Proposal from Warwick Medical School to deliver the existing Certificate in Diabetes Care (level 4, 30 credits) with new partner Diabetacare India.

53/15-16 New Postgraduate Courses of Study

REPORTED:

- (a) That it was reported to the Board of Graduate Studies at its meeting on 12 January 2016 that the Chair had taken action on behalf of the Board to approve the following new courses:
 - MA in Philosophy and the Arts;
 - MA in Psychology and Education;

- Postgraduate Certificate/Postgraduate Award in Social Science Research;
- MSc by Research in Business Transformation / Postgraduate Award in Innovation and Entrepreneurship.

(b) That it was reported to the Board of Graduate Studies at its meeting on 16 February 2016 that the Chair had taken action on behalf of the Board to approve the introduction of the following new courses:

- MSc in Central Banking & Financial Regulation;
- LLM in International Commercial Law.

54/15-16 Revised Postgraduate Courses of Study

(a) That it was reported to the Board of Graduate Studies at its meeting on 12 February 2016 that the Chair had taken action on behalf of the Board to approve revisions to PGCE (Secondary);

(b) That at its meeting on 16 February 2016, the Board of Graduate Studies approved the following revised courses:

- MSc (and sub-qualifications) in Manufacturing Systems Engineering;
- MSc (and sub-qualifications) in e-Business Management.

55/15-16 Discontinuation of Courses

That at its meeting on 16 February 2016, the Board of Graduate Studies approved the discontinuation of the following courses;

- MSc (and sub-qualifications) in Digital Healthcare;
- MA in Race and Globalisation.

56/15-16 New Undergraduate Courses of Study

That at its meeting on 15 February 2016, the Board of Undergraduate Studies approved the following new courses:

- Foundation Degree/BA in Early Childhood (including an exit qualification of Certificate in Early Childhood);
- BA in Linguistics and English Language.

57/15-16 Next meeting

REPORTED:

That the next meeting of the Committee was scheduled to be held on Thursday 12 May 2016 at 9.00am in room CMR 1.0, University House.