

University of Warwick

Board of Lifelong Learning

Minutes of the meeting of the Board of Lifelong Learning held on
Friday 1 November 2002

Present: Professor R Dyson (Chair), Professor D Gleeson, Dr S Hill,
Dr S Ireland, Ms G Manthorpe, Dr B Merrill, Dr R Moseley, Dr J Pickering,
Mr A Reiss, Mr R White, Dr A Withnall

Apologies: Professor C Aubrey, Dr F McKay, Dr R Powell

In attendance: Ms S Blakeman, Ms C Edwards

1/02-03 Constitution, Membership and Terms of Reference for the Board

CONSIDERED:

- (a) The revised constitution of the Board of Lifelong Learning, and its membership for 2002/03 (BLL 1/02-03).
- (b) The revised terms of reference for the Board (BLL 2/02-03).
- (c) A tabled report (BLL 13/02-03) from the Academic Director of Studies in the Centre for Lifelong Learning on Examination and Review Processes in light of the revised terms of reference.

RESOLVED:

- (a) that the revised constitution and terms of reference be approved;
- (b) that part-time Early Childhood Studies marks be considered at the Early Childhood Studies Examination Board of the Institute of Education rather than the Part-time Degrees Examination Board;
- (c) that separate Examination Boards for Part-time and 2+2 Social Studies degrees, and for Part-time Humanities degrees be established;
- (d) that the Board will advise the Academic Quality and Standards Committee on issues relating to 2+2 degrees and Foundation Degrees (including partnership provision), it being noted that, if the proposed partner institution has not previously delivered a course leading to an award of the University of Warwick, the Partnership and Distance Learning Sub-Committee will be responsible for considering the initial partnership arrangements.

2/02-03 Sub-Committees of the Board

REPORTED:

That the following Sub-Committees report to the Board:

- (a) A Sub-Committee for each of the 2+2 courses, convened by the appropriate Academic Co-ordinator:

Social Studies
European Studies
Theatre, Media and Text
Early Childhood Studies

- (b) An Open Studies Accreditation Sub-Committee with the following members:

Dr F McKay (Chair)
Two members of the Centre for Lifelong Learning
One representative from each faculty

3/02-03 Minutes

RESOLVED:

That the minutes of the meeting held on 24 May 2002 be approved.

4/02-03 Matters arising on the minutes

Liaison with partner colleges (minute 15/01-02 refers)

RECEIVED:

A report on the links between the University and partner FE colleges (BLL 3/02-03), it being noted that:

- (a) Warwickshire College no longer wishes to develop a Foundation Degree in Engineering;
- (b) discussions are continuing to take place with partner FE colleges to develop the ideas outlined in the report.

5/02-03 Centre for Lifelong Learning

CONSIDERED:

A report on the establishment and work of the Centre for Lifelong Learning (BLL4/02-03), it being noted that:

- (a) the range of activities proposed seemed appropriate and, in addition, there may be opportunities for working with the NHS on lifelong learning opportunities for NHS members of staff;
- (b) in due course the Board would welcome more information on the Centre's research activities;

- (c) it is highly desirable that integrated accommodation be found for the Centre for Lifelong Learning as soon as possible.

6/02-03

Annual Reviews 2001/02

- (a) CONSIDERED:

The report of the Annual Review for Open Studies courses (BLL 5/02-03); it being noted that:

- (i) the number of registrations remained stable but the number of classes offered increased by approximately 10%;
- (ii) students who first enrol on non-accredited courses tend to take further non-accredited courses, rather than progressing to accredited courses;
- (iii) HEFCE is considering funding student places only in respect of those students for whom the University can show evidence of completing formal assessment.

RESOLVED:

That the report of the Annual Review be accepted and that the range of non-accredited courses be kept under review to ensure that the most appropriate subjects are offered.

- (b) CONSIDERED:

The reports of the Annual Reviews for Foundation Degrees in:

- (i) Community Enterprise and Development (BLL 6/02-03).
- (ii) Learning Support (BLL 7/02-03).

RESOLVED:

- (i) that the reports of the Annual Reviews of the Foundation Degrees be approved, it being noted that in the case of the Community Enterprise and Development course the major issue in 2001/02 had been accommodation and that this had now been resolved;
- (ii) that the Institute of Education be congratulated on securing DFES recognition for the Foundation Degree in Learning Support.

(c) CONSIDERED:

The report of the Annual Review for Part-time and 2+2 courses in Social Studies and European Studies (BLL 8/02-03).

RESOLVED:

That the report of the Annual Review be approved, it being noted that the possibility of a more general Humanities degree and a European Studies degree which encompasses both Social Studies and Humanities will be considered by the Centre for Lifelong Learning later this term.

7/02-03

QAA Matters

REPORTED:

That the QAA will review the Foundation Degree in Community Enterprise and Development in the first half of 2003 on dates yet to be confirmed.

RECEIVED:

An oral report from the Academic Director of Studies in the Centre for Lifelong Learning on the possible implications of the QAA's institutional review process for the University's lifelong learning activities, it being noted that:

- (a) much of the University's Continuing Education activity had been considered in the QAA subject review of education in 2000;
- (b) institutional audit will take place in May 2004 and some preliminary work will need to take place in the summer term 2002/03.

8/02-03

Warwick Learning Account

RECEIVED:

An oral report from the Director of the Centre for Lifelong Learning on progress in implementing the Warwick Learning Account, it being noted that this term's staff intake to lifelong learning programmes had been above target.

9/02-03

Lifelong Learning Marketing and Recruitment Report

CONSIDERED:

A report from the Recruitment Officer for Lifelong Learning (BLL 9/02-03), it being noted that:

- (a) application figures for Part-time Degrees were identical to those for October 2001 but in October 2002 there were 20 more registrations than the previous year;
- (b) 2+2 Social Studies registrations have increased this year;

- (c) it may be possible to link a Foundation Degree in Learning Support for secondary school staff to the University's developing basic skills provision;
- (b) there has been a high level of interest in the Foundation Degree in Community Enterprise and Development but the level of fees has been off-putting for some enquirers;
- (c) it would be valuable to explore the possibility of the University offering a PGCE in Post-Compulsory Education and Training as the Centre has received 92 enquiries about this qualification this term.

10/02-03 Post-Compulsory Education and Training

RECEIVED:

A paper from the Centre for Lifelong Learning on the FENTO accredited initial teaching and training pathway in post-compulsory education and training (BLL 10/02-03).

CONSIDERED:

A proposal for a new Foundation Degree in Post-Compulsory Education and Training (BLL 11/02-03), it being noted that:

- (a) there has been keen interest in this new award from the DfES and that it may be possible to gain DfES support for the payment of fees;
- (b) students at Evesham College will begin this course, if approved, in January 2003.

RECOMMENDED:

That the proposed Foundation Degree in Post-Compulsory Education and Training be approved.

11/02-03 A Basic Skills Professional Development Centre

RECEIVED:

A paper on the proposed establishment of a Basic Skills Professional Development Centre (BLL 12/02-03), which the local Learning and Skills Council wishes to establish within the Centre for Lifelong Learning from 1 January 2003.