

UNIVERSITY OF WARWICK

BOARD OF UNDERGRADUATE STUDIES

A G E N D A

There will be a meeting of the Board of Undergraduate Studies at 2.00pm on Wednesday 24th February 2010 in the Council Chamber, University House.

J F Baldwin
Registrar

Note: Questions on agendum items or apologies for this meeting should be directed to the Secretary to the Board, Dr J A Taylor, email J.A.Taylor@warwick.ac.uk or telephone extension 22633.

1. Minutes

TO CONSIDER:

The minutes of the meeting held on 18th November 2009 (copy attached).

2. Matters Arising on the Minutes

Progress of Board recommendations

(a) Procedure for considering External Examiners' Reports (minute 7/09-10 refers)

TO REPORT:

The following minute from the meeting of the Academic Quality and Standards Committee at its meeting of the 25th November 2009:

CONSIDERED:

The possible imposition of a deadline of Week 4 of the Autumn Term for submission to the Academic Office of the pro-forma responses to the External Examiners' reports, in order to ensure their availability at the Board of Undergraduate Studies Sub-Group meeting in the Autumn Term.

RESOLVED:

- (a) That the Examinations Office amend the pro-forma for departmental responses to External Examiners' reports, and associated guidance, to require submission of the response by the end of Week 4 of the Autumn Term, and notify departments of the new deadline.

- (b) That it be noted that submission of responses by the deadline would only be workable if External Examiners' reports were both submitted and forwarded to departments promptly

(AQSC minute 33 09/10)

(b) Appeals against final degree classification: Regulation 8.12 (minute 8/09-10 refers)

TO REPORT:

The following minute from the meeting of the Academic Quality and Standards Committee at its meeting of the 4th February 2010:

The Committee considered a proposal from the Academic Office regarding the process by which appeals against final degree classification under Regulation 8.12 are administered, paper BUGS 10/09-10, together with the recommendations of the Board of Undergraduate Studies, and resolved:

- (A) That the proposal from the Academic Office regarding the process by which appeals against final degree classification under Regulation 8.12 are administered, as set out in paper BUGS 10/09-10, be approved, subject to the addition recommended by the Board of Undergraduate Studies (draft unconfirmed BUGS minute 8(a)/09-10 referred).
- (B) That the Assistant Registrar (Examinations) submit for the consideration of the Committee proposed amendments to Regulation 8.12.

RESOLVED:

That the proposed amendments to Regulation 8.12 concerning the process by which appeals against final degree classification are administered be approved, as set out in paper AQSC 37/09-10.

((unconfirmed) AQSC minute 40B(ii) 09/10)

3 Chair's Business

4 . Annual Course Review Reports

TO CONSIDER:

- (a) a Summary Report of the Undergraduate Annual Course Review Reports submitted by Departments in the Faculty of Arts for the academic year 2007/08 (paper AUSC 9/09-10 (revised), attached).
- (b) a Composite Report of the Undergraduate Annual Course Review

Reports submitted by Departments in the Faculty of Science for the academic year 2007/08 (paper SFS 14/09-10, attached).

- (c) a Summary Report of the Undergraduate Annual Course Review Reports submitted by Departments in the Faculty of Social Studies for the academic year 2006/07 (paper UFSS 58/09-10 (revised), attached).

5. New Courses of Study

TO CONSIDER:

A proposal from the Departments of Italian and History for a new course BA History and Italian for introduction in October 2011 (paper AUSC 17/09-10, attached).

6. Special Examination Arrangements

TO CONSIDER:

A paper from the Examinations Officer regarding special examination arrangements for individual students during the main summer exams period (paper BUGS 12/09-10, attached).

7. SSLC Coordinators' Annual Reports

TO CONSIDER:

The Undergraduate Student-Staff Liaison Committee Annual Report 2009, paper AQSC 38/09-10, attached.

8. Seen Exam Paper for Module FI102 Hollywood Cinema

TO CONSIDER:

A proposal from the Department of Film and Television for a seen exam paper for the examination for module FI102 Hollywood Cinema, BUGS 15/09-10 (to follow).

9. Undergraduate External Examiners' Reports for 2008/09

TO RECEIVE:

- (a) The procedure for the consideration of External Examiners' reports by the Boards of Undergraduate and Graduate Studies (paper BUGS1 /09-10, attached).
- (b) The report from the Board Sub-group established to consider the reports of the External Examiners summarising key points in the reports for 2008-09 and making recommendations to the Board for further action (paper BUGS 4/09-10, attached).

TO CONSIDER:

- (a) The reports of External Examiners for Undergraduate courses for 2008/09 received since the last meeting of the Board (paper BUGS 13/09-10, attached);
- (b) Pro-forma responses to the External Examiners' reports received from departments since the last meeting of the Board (paper BUGS14 /09-10, attached).

10. Any Other Business