

UNIVERSITY OF WARWICK

e-Learning Steering Group

There will be a meeting of the e-Learning Steering Group of the Information Policy and Strategy Committee and the Academic Quality and Standards Committee at 2.00pm on Thursday 13 October 2005 in CMR 1.1, University House.

Note: Questions on agenda items or apologies for this meeting should be directed to the Secretary of the Group, Darren Wallis, ext 22707, email Darren.wallis@warwick.ac.uk, or the Assistant Secretary, Julian Moss, ext 74464, email julian.moss@warwick.ac.uk

C E Charlton
University Secretary

AGENDA

1. Terms of Reference, Constitution and Membership

TO CONSIDER:

The Terms of Reference, Constitution and Membership of the e-Learning Steering Group, paper EL 1/05-06 (copy attached).

2. Minutes of the Previous Meeting

TO CONSIDER:

The Minutes of the meeting of the e-Learning Steering Group held on 6 May 2005 (copy attached).

3. Matters Arising

Distance Learning in the University (Minute 26(b)/04-05 refers)

TO REPORT:

- (a) That the Steering Group at its meeting on 6 May 2005 resolved that the e-Learning Advisor Team carry out a survey to investigate the appetite in departments for developing new Distance Learning courses, consulting with the Centre for Academic Practice in developing the questions to be asked; it being noted that Distance Learning is broader than electronically-mediated teaching and learning methods, that potential interest may be in blended DL/face-to-face delivery as well as in "pure" Distance Learning, and that a key question would be the willingness of departments to incur the necessary set-up costs.
- (b) That the e-Learning Advisor Team are continuing their work on the survey during the Autumn Term.

4. Chair's Business
5. Teaching Quality Enhancement & Professional Standards Funding

TO REPORT:

That the group assessing bids for TQEF & Professional Standards Funding at its meeting held on 19 July 2005 resolved:

- (a) To fund the following projects, subject to minor clarifications in a small number of areas, subsequently supplied and approved by the Chair of the group:
 - (i) Dr Hilary Nesi, Centre for English Language Teacher Education, *The development of an on-line grammar resource for international students at Warwick University*: £18,000 (£9,000 from TQEF&PS funds; £9,000 from Computer-Aided Assessment Funds);
 - (ii) Dr Loredana Polezzi, Department of Italian, *Integration of e-learning practices in teaching and learning in the Modern Languages disciplines*: £17,000;
 - (iii) Mrs Carol Davies, Warwick Medical School, *Development of web-based "blended learning" resources for part-time postgraduate CPD students taking the module "Understanding Research and Critical Appraisal in Health Care"*: £17,000.
- (b) To refer the following bid back to the proposing department for clarification or refinement ahead of resubmission:

Dr Sarah Richardson, Department of History, *e-resources and e-learning in the Department of History and School of Comparative American Studies*.

6. Warwick e-Learning Award and e-Learning Orientation Week

TO CONSIDER:

- (a) A report on the Warwick e-Learning Award, paper EL 2/05-06 (copy attached);
- (b) A summary of participants in the Warwick e-Learning Award and their projects, paper EL 3/05-06 (copy attached).

7. Working Groups on e-Pedagogy

TO CONSIDER:

The Minutes of the meeting of the Working Group on e-Pedagogy held on 28 April 2005, paper EL 4/05-06 (copy attached).

8. e-Learning Advisors

TO CONSIDER:

- (a) A report from Mr J Dale, e-Lab, on the work and progress of the e-Learning Advisor team, paper EL 5/05-06 (copy attached).
- (b) A report from Dr Les Warrington, Warwick Manufacturing Group, on recent developments in the delivery of the MSc in Engineering Enterprise Excellence, paper EL 6/05-06 (copy attached).

9. Electronic Submission of Coursework

TO CONSIDER:

A paper from Mr J Dale, e-Lab, on electronic submission of coursework, paper EL 7/05-06 (copy attached).

10. e-Learning Strategy

TO CONSIDER:

A proposed methodology for the mid-term review of the University's e-Learning Strategy, paper EL 8/05-06 (copy attached), informed by the current e-Learning Strategy, paper EL 9/05-06 (copy attached).

11. Any Other Business

12. Date of the Next Meeting

TO REPORT:

That the next meeting of the e-Learning Steering Group will be held at 2.00pm on Wednesday 18 January 2006.