

**UNIVERSITY OF WARWICK**  
**WARWICK INTERNATIONAL FOUNDATION PROGRAMME**  
**BOARD OF STUDIES**

There will be a meeting of the Warwick International Foundation Programme Board of Studies on **Tuesday 28 January 2014 at 13.00**. The room is **Committee Meeting Room 1.2**, First Floor, University House, University of Warwick.

Questions on agenda item or apologies for this meeting should be directed to the Secretary of the Committee, Thomas Such ([Thomas.Such@warwick.ac.uk](mailto:Thomas.Such@warwick.ac.uk)). A light lunch will be provided from 13:00 with the meeting scheduled to begin at 13:30.

**K Sloan**  
Registrar & COO

---

**AGENDA**

1. Minutes

TO CONSIDER:

The Minutes of the Warwick International Foundation Programme Board of Studies held on 18 October 2013. (Attached: WarwickIFP 12/2013-14)

2. Matters Arising on the Minutes

TO REPORT:

- (a) Minute 4/2013-14 (b) refers: 15,000 Warwick IFP prospectuses were delivered in November 2013. To date, around 1500 prospectuses have been dispatched to all overseas offices and representatives, in addition to all relevant exhibitions and engagements.
- (b) Minute 8/2013-14 (f) refers: That at the current point in the recruitment cycle a small number of students have applied with IB Qualifications. There is still some confusion in the marketplace regarding the AS/IB admissions policy.

3. Minutes of the 2014 HEFP Working Parties

TO RECEIVE:

- (a) The unapproved minutes of the HEFP Social Sciences Working Party (Attached: WarwickIFP 13/2013-14)
- (b) The unapproved minutes of the HEFP Business Studies Working Party (Attached: WarwickIFP 14/2013-14)
- (c) The unapproved minutes of the HEFP English and Study Skills Working Party (Attached: WarwickIFP 15/2013-14)
- (d) The unapproved minutes of the HEFP Law Working Party (Attached: WarwickIFP 16/2013-14)
- (e) The unapproved minutes of the HEFP Sciences Working Party (Attached: WarwickIFP 17/2013-14)

TO CONSIDER:

- (f) An oral report from Dr. Trevor McCrisken, Chair of the Social Sciences Working Party.
- (g) An oral report from Professor Peter Corvi, Chair of the Business Studies Working Party.
- (h) An oral report from Dr. Dave Britnell, Chair of the Sciences Working Party.
- (i) An oral report from Dr. Gerard Sharpling, Chair of the English and Study Skills Working Party.

4. Matters Arising from Working Parties

TO RECOMMEND: (To the Warwick IFP Board of Studies)

- (a) That both colleges work with the Warwick IFP Manager to implement a process whereby student issues, including extenuating circumstances, are assessed internally prior to an anonymized report being provided at each corresponding Working Party.
- (b) That each academic stream should have a corresponding Examination Board, during which it will recommend students' full profile of results to the Warwick IFP Board of Studies.
- (c) That the English and Study Skills Working Party should now report into each corresponding Academic Stream board and that it becomes an Advisory Board whereby the External Examiner's comments are fed forward to corresponding boards.
- (d) That students representatives from both partner colleges be invited to join the membership of the English and Study Skills Working Party each year to provide comment on the English and Study Skills Module.

5. On-campus provision

TO CONSIDER:

The opportunity for college academic staff to teach elements of the programme at the University of Warwick.

6. 2013/14 Examination Procedures

TO CONSIDER:

- (a) Proposed schedule for delivery of examination papers to internal and external examiners (To be tabled: WarwickIFP 18/2013-14)

7. College Reports

TO RECEIVE:

- (a) A report from Stratford-upon-Avon College (To be tabled: WarwickIFP 17/2013-14)
- (b) A report from Warwickshire College (To be tabled: WarwickIFP 18/2013-14)

8. Marketing and Recruitment Update

TO RECEIVE:

- (a) A hard copy of the Warwick IFP Prospectus (To be tabled: WarwickIFP 19 2013-14)

(b) An oral update on the progress of recruitment in the current cycle provided by Mr. Thomas Such, Warwick IFP Manager

9. Warwick IFP Course Development

TO CONSIDER:

A report on the proposed introduction of optionality across all Warwick IFP Streams, for introduction in the 2015-16 Academic Year (Attached: WarwickIFP 20/2013-14)

10. Attendance at Warwick International Foundation Programme Board of Studies

TO CONSIDER:

Whether the Warwick IFP Board of Studies should seek attendance from Senior Management representatives at Stratford-upon-Avon College and Warwickshire College.

11. Warwick HEFP Departure Questionnaire

TO RECEIVE:

The results of the 2012-13 HEFP Departure Questionnaire (Attached: IFP 21/2013-14)

12. Any Other Business