

UNIVERSITY OF WARWICK
HIGHER EDUCATION FOUNDATION PROGRAMME
BOARD OF STUDIES

There will be a meeting of the HEFP Board of Studies on Friday 4 July at 1.00 pm in the Business Studies Boardroom, Room E202, Business School. A buffet lunch will be served from 1.00 pm with the Board Meeting starting at 1.30 pm.

J Nicholls
Registrar

AGENDA

1. Minutes of the Meeting held on 31 January 2003

TO RECEIVE:

Minutes of the meeting held on 31 January 2003 (attached, HEFP 15/02-03)

2. Matters Arising on the Minutes

TO REPORT:

Minute: 12/02-3 refers: That the Chemistry/Biology programme had been approved and that Solihull College had been appointed to deliver the programme from September 2004.

Minute: 5/02-03 refers: That a second 'Law and Social Science' group is anticipated for 2003.

Minute: 14/02-03 refers: That a working party had met to reconsider guidelines for avoiding plagiarism and that a draft paper would be submitted to the 4 July board.

Minute: 14B/02/03 refers: That the assignment titles and grading criteria should be submitted to the International Office by 1 August 2003.

Minute: 15/02-03 refers: That Dr Hawwash had accepted the appointment as External Examiner for the Science/Engineering programme.

Minute: 16/02-03 refers: That the HEFP Annual Review had been submitted to Senate, however the Partnership and Distance Learning Sub-Committee would in future also require a copy annually.

3. Plagiarism

TO RECEIVE:

Draft Guidelines for use by HEFP staff and students (attached, HEFP 16/02-03).

4. New Subject Moderator - Chemistry/Biology

TO RECOMMEND:

That an application be made to Senate for a place on the HEFP Board of Studies as Biology moderator.

5. Science/Engineering 5 Year Review

TO RECEIVE:

The report of the Science/Engineering Review panel (attached, HEFP 17/02-03)

6. Social Science 5 Year Review

TO RECEIVE:

The report of the Social Science Review panel (attached, HEFP 18/02-03)
Including a written report from the Chair.

7. Syllabus Revision (Economics)

TO RECEIVE:

A draft revision of the Economics syllabus, for implementation in September 2003.
(attached, HEFP 19/02-03)

8. Examination Results:

TO RECEIVE:

Minutes from the examination boards and draft examination results for the following programmes:

- (a) Business Studies (attached HEFP 20/02-03)
(including a written report from the Social Science moderator (HEFP 21/02-03)
- (b) Social Science (attached HEFP 22/02-03)
- (c) Science/Engineering (attached HEFP 23/02-03)
- (d) English & Study Skills (attached HEFP 24/02-03)
- (e) Law & Social Sciences (attached HEFP 25/02-03)

9. Any Other Business