

UNIVERSITY OF WARWICK

BOARD OF UNDERGRADUATE STUDIES

Minutes of the meeting of the Board of Undergraduate Studies held on Wednesday 5th February 2003.

Present: Professor J Jones (in the Chair), Dr T Drewello, Dr G Martin, Professor A McFarlane (for item 27/02-03 only), Professor A Phizaklea, Mr A Reiss (for item 27/02-03 only), Professor M Whitby

Apologies: Dr K Flint, Mr T Kwok, Mr R Leng, Dr R Naylor

In Attendance: Mrs M Watson (for item 26/02-03 only)

17/02-03 - Reserved Items
20/02-03

Please see separate minutes, attached, for academic members of the Board only.

21/02-03 Minutes

RESOLVED:

That the minutes of the last meeting of the Board held on 28th October 2002 be approved.

22/02-03 Membership 2002/2003

REPORTED:

That the Steering Committee, at its meeting of 18th November 2002, acting on behalf of the Senate, had approved the nomination of Dr T Drewello to replace Professor T Bugg as a member of this Board for the remainder of the 2002/2003 academic year.

23/02-03 Matters Arising on the Minutes

REPORTED:

That the Senate, at its meeting of 4th December 2002, had approved the recommendation of the Board under the following minute:

S26/02-03(d)(ii) – *School of Engineering* – the discontinuation of the BEng and MEng degrees in Electrical Engineering after the 2003 intake.

24/02-03 Chair's Action

REPORTED:

That the Chair, acting on behalf of the Board, had approved:

- (a) A proposal from the Warwick Business School for the addition of reading time to the module *Accounting and Financial Management (IB8010)*, as set out in paper BUGS16/02-03.
- (b) A report from the Undergraduate Admissions Office regarding the newly introduced Ontario Secondary School Diploma and their recommendations for the baseline level for offers, as set out in paper BUGS12/02-03.
- (c) A revised proposal from the Centre for Lifelong Learning for a new Foundation Degree in *Post-Compulsory Education and Training*, as set out in paper UFSS14/02-03 (revised), it being noted that the Board, at its last meeting, had approved the proposal subject to:
 - (i) the provision of more detailed learning outcomes in section nine of the course approval form;
 - (ii) the satisfactory completion of section 10 and 11 of the form.
- (d) A proposal from the School of Engineering for the addition of 15 minutes of reading time to the modules *ES21W0 – Introduction to Operations Planning and Control*, *ES4730 – Advanced Manufacturing Processes* and *ES3790 – Finance and Accounting*, as set out in paper BUBS17/02-03.

25/02-03 Chair's Business

RECEIVED:

An oral report from the Chair on the progress to date of the Undergraduate Curriculum Review Group.

26/02-03 Undergraduate Admissions

CONSIDERED:

- (a) A proposal from the Student Recruitment and Admissions Office to operate a pilot to make offers which exclude the Advanced Placement Tests (APT) to US applicants, (Paper BUGS18/02-03).
- (b) A proposal from the Student Recruitment and Admissions Office regarding the English language qualifications for students taking the engineering programme operated jointly with the Institute of Technology and Management in Gurgaon, India, (Paper BUGS19/02-03).

RESOLVED:

- (c) That the proposal from the Student Recruitment and Admissions Office to operate a pilot to make offers which exclude the Advanced Placement Tests (APT) to US applicants be approved as set out in paper BUGS18/02-03.

- (d) That the proposal from the Student Recruitment and Admissions Office regarding the English language qualifications for students taking the engineering programme operated jointly with the Institute of Technology and Management in Gurgaon, India, be approved for a pilot period of three years in the first instance as set out in paper BUGS19/02-03, subject to:
- (i) the School of Engineering monitoring closely the students' language skills during this pilot period with a view to revising the pass rates required in the ICSE or CBSE examinations where necessary;
 - (ii) all students being encouraged to take and pass the WELT certificate, preferably before being admitted to the Institute of Technology and Management but where this is not feasible, as soon as possible afterwards.
- (e) That the Director of the Student Recruitment and Admissions Office be invited to the next meeting of this Board to give members a presentation on developments in portfolio-based admissions and the implications of these for both students and academic departments.

27/02-03 Double Marking of Assessed Work

CONSIDERED:

A proposal from the Department of English and Comparative Literary Studies to operate, experimentally, single marking for all assessed essays which count as 20% or less of the total CATS weighting for any one module, paper BUGS20/02-03.

RESOLVED:

- (a) That the proposal from the Department of English and Comparative Literary Studies be not approved.
- (b) That the Department of English and Comparative Literary Studies be reminded that the University regulations on the marking of work for degree credit allow that for assessed work submitted in an anonymous form, the work may be marked by one examiner and moderated by the second.
- (c) That, in the light of (b) above, the Department of English and Comparative Literary Studies be asked to clarify their policy on the anonymous marking of assessed work.