

# 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 9<sup>th</sup> November 2005 in the Council Chamber, University House.

C E Charlton  
University Secretary

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](mailto:J.A.Taylor@warwick.ac.uk) or telephone extension 22633.

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#### 1. Terms of Reference

##### TO REPORT:

That Senate, at its meeting on 28<sup>th</sup> September 2005, approved Terms of Reference of the Board as follows:

- (i) To consider and make recommendations to the Academic and Quality Standards Committee on issues relating to the assurance and enhancement of the quality of learning and teaching across all undergraduate provision.
- (ii) To make recommendations to the Senate, after consultation with academic departments and the Faculty Boards, on all matters affecting undergraduate study in the University including strategic considerations.
- (iii) To scrutinise all new undergraduate course proposals and recommend approval to the Senate except in those instances when an issue of principle is raised.
- (iv) To consider reports from the Faculty Boards on the periodic reviews of undergraduate courses.
- (v) To advise the Academic Quality and Standards Committee on matters relating to examinations in undergraduate courses.
- (vi) To advise the Academic Quality Standards Committee on the role of internal and external examiners for undergraduate degrees.
- (vii) To consider on behalf of the Senate and the Academic Quality Standards Committee the issues raised in reports by external examiners.
- (viii) To consider submissions from the Faculty Boards for non-standard examination methods, including seen papers, open-book examinations and reading times, and to make recommendations to the Academic Quality and Standards Committee.

- (ix) To exercise delegated powers on behalf of the Academic Quality and Standards Committee in approving, on personal grounds, minor variations in the arrangements for the sitting of undergraduate examinations by individual students.
- (x) To consider all matters affecting admissions practices and policy and make recommendations to the Academic Quality Standards Committee where appropriate.

## 2. Membership 2005/06

### TO REPORT:

That the Senate, at its meeting of 28<sup>th</sup> September 2005, resolved that the membership of the Board of Undergraduate Studies for the academic year 2005/06 be as follows:

	<u>First Appointed</u>	
Chair (a Pro-Vice-Chancellor)	2003	Professor M Whitby
Two full-time members of the academic staff from each of the Faculties of Arts, Science and Social Studies appointed by the Senate:		
Arts	2003 2003	Professor A McFarlane Professor J Treglown
Science	2003 2002	Dr T Drewello Dr G Martin
Social Studies	2002 2002	Dr M Neary Dr S Gardner
One full-time member of academic staff from the Faculty of Medicine appointed by the Senate	2001	Professor S Petersen
One member of the Board of Graduate Studies appointed by the Senate	2003	Professor A Phizacklea
The Chairs of the Undergraduate Studies Committees of the Boards of the Faculty of Arts and Social Studies and the Chair of the Sub-Faculty of Science		
Arts	2003	Dr S Gilson (Autumn Term) Professor S Swain (Spring and Summer Terms)
Science	2003	Dr J Robinson
Social Studies	2001	Dr P Ferdinand
One member of staff appointed by and from the Centre for Lifelong Learning	2005	Dr D Lamburn

Two members nominated by the Union 2005  
of Students 2005

Mr B Duggan  
Ms S Parveen

3. Reserved Items

Please see separate agenda (attached) for academic members of the Board only.

4. Minutes

TO CONSIDER:

The minutes of the meeting held on 1<sup>st</sup> June 2005 (copy attached).

5. Matters Arising on the Minutes

(a) Progress of Board Recommendations

TO REPORT:

- (i) that the Senate, at its meeting(s) on 29<sup>th</sup> June 2005 has approved the recommendation(s) of the Board under the following minute(s):

34 (e) /04-05 New Courses of Study (Open Studies  
Certificate/Advanced Diploma in Person-centred  
Supervision of Counsellors and Psychotherapists)

38/04-0 Amendments to Regulation 8.10 Governing the  
MBChB degree.

- (ii) that the Academic Quality and Standards Committee, at its meeting(s) on 8<sup>th</sup> June 2005 has approved the recommendation(s) of the Board under the following minute(s):

35/04-05 Method of Assessment for Module PO206 Politics in  
the United Kingdom

37/04-05 Periodic Reviews of Degrees

(b) New Courses of Study

- (i) Part-time BA in Enterprise and the Business Environment  
(minute 34 (a) and (c) – (d)/04-05 refer)

TO REPORT:

That the Chair, acting on behalf of the Board, has consulted the Director of the Mercia Institute of Enterprise and the Administrative Director of the Centre for Lifelong Learning regarding the matters noted by the Board under minute 34(c)/04-05, and has approved the revised proposal for the Part-time BA in Enterprise and the Business Environment as set out in paper BUGS5/05-06 (attached).

- (ii) Proposed Restructured Bachelor's Degree Course in Philosophy and Psychology (minute 39/04-05 refers).

TO REPORT:

- (A) That the Chair, acting on behalf of the Board, has approved the proposals from the Departments of Philosophy and Psychology to restructure the BA/BSc degrees in Philosophy and Psychology and Psychology and Philosophy to be effective from the academic year 2005/05, following the receipt of comments from members of the Board on the proposals.
- (B) That the Senate, at its meeting on 29<sup>th</sup> June 2005, approved the proposed restructuring of the BA in Philosophy and Psychology and BSc in Psychology and Philosophy to create a new degree BA Philosophy with Psychology as set out in paper S.68/04-05 (attached).

6. Approval Process for Small Credit Volume Certified CPD Courses

TO REPORT:

That the Senate, at its meeting on 29<sup>th</sup> June 2005, resolved :

That proposals for small credit volume CPD courses leading to a University certificate be scrutinised by the Undergraduate Studies Committee/Sub-Faculty or Graduate Studies Committee of the appropriate Faculty and referred to the Chair of the Board of Undergraduate Studies or Board of Graduate Studies as appropriate for final approval (Senate minute 103(g)/04-05).

7. Chair's Business

8. New Courses of Study

TO CONSIDER:

- (a) A proposal from the Centre for Lifelong Learning for a new course "Advanced Diploma in Developing Management and Leadership in Post-compulsory Education and Training" as set out in papers UFSS 85/04-05, UFSS 3/05-06 and UFSS 4/05-06 (attached), it being noted that the Chair of the Undergraduate Studies Committee of the Board of the Faculty of Social Studies, acting on behalf of the Committee, has taken action over the Summer Vacation to approve the proposal.
- (b) A recommendation from the Sub-faculty of Science at its meeting on 19<sup>th</sup> October 2005 that a proposal from the Department of Statistics for restructuring the existing degree course Master of Mathematics and Statistics as set out in papers SFS.11-12/05-06 (attached) be approved, noting that current first-year students will follow the new degree programme but also have the option of a similar syllabus to the outgoing degree programme, and further noting that a module proposal form will be brought before the next meeting of the Sub-faculty.

9. Academic Satisfaction Review 2004/05

TO CONSIDER:

- (a) The report *Academic Satisfaction Review – “The student experience”* for 2004/05 (paper AQSC.84/04-05, attached).
- (b) A report entitled “The Academic Satisfaction Review 2004/05: Comparison With previous year’s *Academic Satisfaction Review* (paper AQSC.85/04-05, attached).

10. Periodic Reviews of Courses

TO CONSIDER:

The report on the periodic review of courses in the Department of Classics (paper BFA2.05-06, attached).

11. Any Other Business