

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 2pm on Wednesday 21 October 2015, Committee Room 2, The Council House.

There will be refreshments available outside the room from 1.45pm.

Michele Pavey
Learning & Teaching Manager
14 October 2015

AGENDA

1. BUSINESS OF THE AGENDA

Items in Section A are for discussion and action by the Committee. Items in Section B contain routine recommendations which will be deemed to have been approved at the meeting unless members of the Committee ask for them to be discussed. Items in Section C are for information only. Any member of the Committee may ask for an item from Section B or Section C to be moved to Section A by contacting the Secretary before 5pm on Monday 19th October 2015. Reserved items appear in Section D. Only items in Section D will be copied & circulated by the Committee Office.

These Items can be found on the Committee's Blackboard site.

- Go to the UEA Portal site (<https://portal.uea.ac.uk/>) and log in
- Click on the Learn tab
- Then find the Learning and Teaching Committee Blackboard site listed under My Organisations and look at the Meeting Papers folder for the relevant meeting.

The open items can also be found online at the Committee Office website at (<https://portal.uea.ac.uk/committee-office/uea-committees-and-boards/learning-and-teaching-committee/learning-and-teaching-committee-2015-2016>)

2. MINUTES

To confirm
the Minutes of the meeting held on 24 June 2015 (Enclosed)

3. STATEMENTS BY THE CHAIR

- Principal Fellowships of the Higher Education Academy
- HEA Accreditation of:
 - Recognising Excellent Academic Practice (REAP) – Descriptors 1,2 and 3
 - Developing Teaching Skills – Descriptor 1
 - Postgraduate Certificate in Higher Education Practice – Descriptor 2
 - Enhancing Teaching Learning and Assessment in Clinical Education – Descriptor 1

- GP Tutor Training – Clinical Supervisor – Descriptor 1
- Postgraduate Certificate in Clinical Education – Descriptor 2
- Higher Education Review
- Update on the Teaching Excellence Framework
- UEA 5 Year Plan and 15 Year Vision

4. CONFIRMATION OF CHAIR'S ACTION

To confirm

confirmation of Chairs' action. LTC15D001 (Divider A)

- i. Updates to the City College Norwich Regulatory Framework
- ii. Updates to the Easton and Otley College Norfolk Regulatory Framework
- iii. Introduction of a Year Abroad route for the following courses:
 - BSc Accounting and Finance
 - BSc Accounting and Management
 - BSc Business Finance and Management
 - BSc Business Management
 - BSc Marketing and Management
- iv. A proposed new institutional partnership with Brooksby Melton College.
- v. Amendments to the 2015/16 Plagiarism and Collusion policy
- vi. Finalising the Student Representation Code of Practice
- vii. Policy statement on Postgraduate Research Student Employment in teaching at UEA

SECTION A: ITEMS FOR DISCUSSION AND ACTION

Please look under 1. Business of the Agenda for details of how to view these documents.

*A1. NATIONAL STUDENT SURVEY 2015

To receive

a confidential brief analysis of the National Student Survey (NSS) 2015 results for UEA
LTC15D002 (Divider B)

*A2. GOOD HONOURS STATISTICS

To consider

a confidential report from the Business Intelligence Unit on Good Honours statistics,
LTC15D003 (Divider C)

A3. REPORT ON PEER OBSERVATION 2014/15

To consider

the operation of Peer Observation in Faculties in 2014/15. LTC15D004 (Divider D)

*A4. COURSEWORK TURNAROUND UPDATE

To consider

a confidential update on progress with efforts to improve assessment and feedback performance. LTC15D040 (Divider E)

LTC15A001

A5. COURSE AND MODULE UPDATE 2016/17

To consider

a report on course and module update for 2016/17 LTC15D005 (Divider F)

A6. REDUCING THE NUMBER OF MODULES WITH LOW ENROLMENTS

To consider

a review of the progress being made in reducing the number of modules with low student enrolments. LTC15D006 (Divider G)

A7. TAUGHT PROGRAMMES POLICY GROUP

To consider

a report from TPPG LTC15D007 (Divider H)

A8. REPORT FROM THE ACADEMIC DIRECTOR OF LEARNING ENHANCEMENT

To consider

an update from the Academic Director of Learning Enhancement. LTC15D008 (Divider I)

A9. PROVISION FOR THE DEGREE OF MASTER OF RESEARCH (MRes)

To consider

provision for the degree of Master of Research. LTC15D009 (Divider J)

A10. NEW AWARDS AND COURSE PROPOSALS

To consider

approval of the following new course proposals:

- i) INTO Psychology Diploma Partnerships office. LTC15D010 (Divider K)
- ii) Practice Certificate in Independent Prescribing for Pharmacists. LTC15D011 (Divider L)
- iii) City College Norwich BSc (Hons) Professional Aviation Engineering Practice. LTC15D012 (Divider M)

SECTION B:

ITEMS WHICH CONTAIN RECOMMENDATIONS BUT WHERE NO DEBATE IS ANTICIPATED

Items in Section B contain recommendations which will be deemed to have been approved at the meeting unless members of the Committee ask for them to be discussed. Any member of the Committee may ask for an item from Section B to be moved to Section A by contacting the Secretary before 5pm on Monday 19 October 2015.

LTC15A001

Please look under 1. Business of the Agenda for details of how to view these documents.

B1. REGULATIONS, POLICIES AND PROCEDURES FOR MOUNTVIEW ACADEMY OF THEATRE ARTS

To consider

the adoption of the UEA Policy for Accreditation of Prior Learning from 2015-16. LTC15D013.

B2. INSTITUTIONAL APPROVAL OF A NEW PARTNERSHIP WITH BROOKSBY MELTON COLLEGE

To consider

granting institutional approval for a new partnership with Brooksby Melton College. LTC15D014

B3. ROLLOUT OF THE HIGHER EDUCATION ACHIEVEMENT REPORT (HEAR)

To consider

an update on the current position and details the planned rollout process for Higher Education Achievement Reports. LTC15D015

B4. PLAGIARISM AND COLLUSION: SAFE ASSIGN TEXT MATCHING SOFTWARE

To consider

a report on the move to Safe Assign as the University's text matching software. LTC15D016

SECTION C: ITEMS FOR REPORT

Items in Section C are for information only. Any member of the Committee may ask for an item from Section C to be moved to Section A by contacting the Secretary before 5pm on Monday 19 October 2015.

Please look under 1. Business of the Agenda for details of how to view these documents.

C1. PARTNERSHIPS

To receive

an update from the Partnerships Office LTC15D017

C2. POSTGRADUATE RESEARCH EXECUTIVE

To receive

a report on the latest activities of the Postgraduate Research Executive LTC15D018

C3. APPROVAL OF BURSARIES, SCHOLARSHIPS AND PRIZES

To receive

a report of bursaries, scholarships and prizes approved since the last meeting of LTC LTC15D019

LTC15A001

C4. INTERNATIONAL SUMMER SCHOOL 2015

To receive

a report on the 2015 International Summer School LTC15D020

C5. EXTERNAL EXAMINER REPORTS 2013/14

To receive

Faculty reports on 2013/14 External Examiner reports. LTC15D021

- i. SSF
- ii. HUM

C6. NEW COURSE PROPOSALS AND COURSE CLOSURES

To receive

a report on new online course provision

MOOC in Screenwriting. LTC15D022

a report on minor course changes for the following courses:

- i. MRes in Social Sciences. LTC15D023
- ii. MSc Behavioural and Experimental Economics. LTC15D024

To receive

a report on course closure for the following courses:

SSF – LTC15D025

- i. International Development with Economics U1L2L1303
- ii. International Development with Deferred Choice (BSc/BA) U1L920303
- iii. BA International Development with Languages U1L9T9303
- iv. BA Development Studies U1L921302/U2L921602
- v. BA International Development with Overseas Experience U1L922302
- vi. BSc International Development with Environment and Society U1L2F7303
- vii. BSc International Development with Environment and Society and Overseas Experience U1L2FR303

HUM – LTC15D026

- viii. BA Film and American Studies U1TW76402/ U1TW76302/ U1TW76301 (PRE-2013)/U1TW76401 (PRE- 2013)
- ix. BA Film Studies and Art History U1WV63302/ U1WV6301 (PRE-2013)
- x. Visiting Studies in LITMA (undergraduate) U1W400V01
- xi. BA English Literature (P/T) U2Q300701
- xii. BA Translation, Media with Japanese and French U1Q9P3401/2
- xiii. BA Translation, Media with Japanese and Spanish U1Q9PH401/2
- xiv. BA Translation and Interpreting with Double Honours Language (Japanese and French and Japanese and Spanish) U1Q9R8402/5 & U1Q9R8403/6
- xv. BA French Honours Language with International Development Studies U1R1L9401/2

- xvi. BA Spanish Honours Language with International Development
U1R47401/2 & U1R4L7401/2HA
- xvii. BA Language with International Development Studies U1R9L9401/2
- xviii. Ba French Language with Management Studies U1R9N2401/2 &
U1R9N2401/2FA
- xix. BA French or German or Spanish with Management Studies (3 year)
U1RN92301/2
- xx. BA Translation, Media and French (3 Year) U1RP1H301/2
- xxi. BA Translation, Media and Spanish U1RP43401/2 & U1RP43401/2H
- xxii. BA Spanish and Film and Television Studies U1RP4J401/2
- xxiii. BA Translation, Media with French and Spanish
U1RP93401/2/U1RP93401/2
- xxiv. BA Translation, Media with French and Spanish U1RP93401/2HF
- xxv. BA Language and Film and Television U1RP9H401/2
- xxvi. BA Modern Languages: Double Honours
(Japanese/Spanish(U1T901404/7X

C7. FACULTY LEARNING AND TEACHING COMMITTEES

To receive

minutes of the meeting of the Faculty Learning, Teaching and Quality Committees

1. SSF Learning, Teaching and Quality Committee held on 10 June and 8 July
2015 LTC15D027
2. HUM Learning, Teaching and Quality Committee held on 20 May and 9
September 2015 LTC15D028

C8. RESERVED AREAS OF BUSINESS AND CONFIDENTIALITY

To receive

statements of the University's policies on reserved areas of business and
confidentiality. LTC15D029

C9. QAA

To receive

- i) a consultation document on revised Benchmark statements for Biomedical
Sciences, Biosciences and Computing (CL 09/15) LTC15D030
- ii) a published Subject Benchmark Statement for Masters degrees in Business
and Management(08/15). LTC15D031
- iii) published benchmark statements for Law, Economics, Osteopathy, Dance,
Drama and Performance (CL11/15). LTC15D032
- iv) published revised benchmark statements for Languages, Cultures and
Societies, Linguistics and Optometry. LTC15D033
- v) a consultation document on Subject Benchmark Statements for Creative
Writing and Social Policy (CL14/15. LTC15D034

C10. OFFICE OF THE INDEPENDENT ADJUDICATOR ANNUAL REPORT 2014

To receive

the annual report from the OIA LTC15D035

LTC15A001

C11. REVISIONS TO THE OIA SCHEME RULES: JULY 2015

To receive
notification of revisions to the OIA Scheme Rules. LTC15D036

C12. LEARNING AND TEACHING COMMITTEE: TERMS OF REFERENCE 2015-16

To receive
the terms of reference of the Committee 2015-16. LTC15D037

C13. LTC MEMBERSHIP 2015-16

To confirm
membership of LTC LTC15D038

C14. LTC SCHEDULE OF REPORTS 2015/16

To receive
LTC schedule of reports LTC15D039

SECTION D: RESERVED AGENDA

Please look under 1. Business of the Agenda for details of how to view these documents.

No items have been received.