

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 2pm on Wednesday 27 January 2016, in Committee Room 2, the Council House.

There will be refreshments outside the room from 1.50 pm.

Michele Pavey
Learning & Teaching Manager
20 January 2016

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 26 January 2015. Reserved items appear in Section D.

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 2 December 2015 (Enclosed)

3. STATEMENTS BY THE CHAIR

4. CONFIRMATION OF CHAIR'S ACTION

To confirm
confirmation of Chair's action

SECTION A: ITEMS FOR DISCUSSION AND ACTION

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

A1. RESEARCH DATA MANAGEMENT POLICY AND TAUGHT STUDENTS

To consider

implications of the Research Data Management Policy for taught students. LTC15D074 (Divider A)

A2. LEARNING ENHANCEMENT TEAM REPORT 2014/15

To consider

a report from the Learning Enhancement Team for 2014/15. LTC15D075 (Divider B)

*A3. COURSEWORK TURNAROUND: A REVIEW OF AUTUMN SEMESTER TURNAROUND TIMES 2015

To consider

a confidential update on coursework turnaround times for the Autumn semester 2015. LTC15D076 (Divider C) – **to follow**

A4. HIGHER EDUCATION REVIEW OUTCOME REPORT AND DEVELOPMENT OF AN ACTION PLAN

To consider

the outcome of the Higher Education Review in October 2015 and proposals to develop a plan to address the recommendations arising from the review. LTC15D077 (Divider D)

A5. MOVE TO A 4 WEEK EXAMINATION PERIOD IN 2016/17

To consider

an oral update on the move to a 4 week examination period in 2016/17.

A6. REVIEW OF SUPPORT FOR STUDENTS BETWEEN ASSESSMENT AND REASSESSMENT

To consider

reports from Faculty Learning, Teaching and Quality Committees on support provided for students between assessment and reassessment. LTC15D078 (Divider E)

A7. PEER ASSISTED LEARNING

To consider

a report on progress to date and proposals for the future. LTC15D079 (Divider F)

A8. POLICY ON THE USE OF PROOF READERS

To consider

proposed revisions to the policy on the use of proof readers. LTC15D080 (Divider G)

LTC15A003

A9. 2014/15 CSED ANNUAL REPORT

To consider
the 2014/15 CSED Annual Report. LTC15D081 (Divider H)

A10. REPORT FROM THE ACADEMIC DIRECTOR OF LEARNING AND TEACHING ENHANCEMENT

To consider
an update from the Academic Director of Learning and Teaching Enhancement.
LTC15D082 (Divider I)

A11. NEW AWARDS AND NEW COURSE PROPOSALS

To consider
BA Physical Education with a Year Abroad. LTC15D083 (Divider J)

SECTION B:

ITEMS WHICH CONTAIN RECOMMENDATIONS BUT WHERE NO DEBATE IS ANTICIPATED

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

B1. REPORT ON PLAGIARISM AND COLLUSION CASES AND CONCESSION REQUESTS IN 2014/15

To receive
statistical reports on:

1. Plagiarism and Collusion Cases in 2014/15 LTC15D084
2. Concession requests made in 2014/15 LTC15D085

B2. PGR ACADEMIC APPEALS, COMPLAINTS, OIA AND SENATE STUDENT DISCIPLINARY CASES IN 2014-15

To receive
a report on PGR academic appeals, complaints, OIA and Senate Student Disciplinary cases in 2014/15. LTC15D086

B3. REPORT FROM THE MEETING OF THE UCS JOINT ACADEMIC COMMITTEE

To consider
the recommendations from the meeting of the University Campus Suffolk Joint Academic Committee held on 4 November 2015. [LTC15D087](#)

SECTION C: ITEMS FOR REPORT

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

C1. POSTGRADUATE RESEARCH EXECUTIVE

To receive

a report on the latest activities of the Postgraduate Research Executive LTC15D088

C2. PARTNERSHIPS

To receive

an update from the Partnerships Office. LTC15D089

C3. SCHOLARSHIPS, BURSARIES AND PRIZES

To consider

a report of scholarships, bursaries and prizes approved since the last meeting of LTC.
LTC15D090

C4. NEW COURSE PROPOSALS AND COURSE CLOSURES

To receive

a report on course closure for the following courses:

- i. MA Linguistics and Translation (FT & PT)
- ii. American History with Modern History (3 Year) U1V238302/3
- iii. American History with Politics (3 Year) U1V2L2301/2
- iv. American Literature with Creative Writing (3 Year) U1T7WV301
- v. American Studies (3 Year) U1T700301
- vi. American History with Politics (Pre 2013- 4 Year) U1V2L2401/2
- vii. BA American History with English History U1V238401B
- viii. History of Art (Erasmus- AUT & SPR semester & Year Abroad)
U1V350301EA/EB/EY
- ix. History of Art with Languages
U1V3R8401/2/U1VT39401/2F/U1VT39401/2H/U1VT39402/3
- x. History and History of Art U1VV1H301/2
- xi. History of Art and Literature U1VQ32302/3

LTC15D091

C5. FACULTY LEARNING, TEACHING AND QUALITY COMMITTEES

To receive

minutes of the meeting of the Faculty Learning, Teaching and Quality Committee:

- i. HUM LTQC 7 October 2015. LTC15D092
- ii. SSF LTQC 14/10/15. LTC15D093

LTC15A003

C6. STUDENT EXPERIENCE COMMITTEE

To receive

a report from the Student Experience Committee meetings held on 8 October 2015 and 19 November 2015 LTC15D094

C7. FACULTY REPORTS ON ANNUAL COURSE MONITORING (QAR3) 2013/14

To consider

the following Faculty reports on Annual Course Monitoring for 2013/14

SSF Taught Postgraduate Programmes

- i. International Development
- ii. Economics
- iii. Education
- iv. Law
- v. NBS
- vi. Psychology
- vii. Social Work

LTC15D095

C8. FACULTY REPORTS ON ANNUAL COURSE MONITORING (QAR3) 2014/15

To consider

the following Faculty reports on Annual Course Monitoring for 2014/15

SCI Undergraduate

- i. Biological Sciences
- ii. Chemistry
- iii. Environmental Sciences
- iv. Mathematics
- v. Natural Sciences
- vi. Pharmacy

LTC15D096

SSF Undergraduate

- viii. International Development
- ix. Economics
- x. Education
- xi. Law
- xii. NBS
- xiii. Psychology
- xiv. Social Work

LTC15D097

C9. FACULTY REPORTS ON FIVE YEARLY COURSE REVIEWS (CR3) 2013/14

To consider

the following 5 yearly course review reports from 2013/14:

- i. MSc Environmental Sciences
- ii. MSc Environmental Assessment and Management
- iii. MSc Climate Change

LTC15A003

- iv. MSc Atmospheric Science
- v. BSc Biomedicine
- vi. BSc Environmental Sciences
- vii. BSc Environmental Sciences with a year in Industry
- viii. BSc Environmental Sciences with a year in Australasia
- ix. BSc Environmental Sciences with a year in North America
- x. BSc Environmental Sciences with a year in Europe
- xi. MSc Environmental Sciences
- xii. BSc Mathematics
- xiii. MMTH Mathematics with a year in Australia
- xiv. BSc Mathematics (Ordinary)
- xv. MMTH Mathematics with a year in North America

LTC15D098

C10. SUMMARY OF EXTERNAL EXAMINER APPOINTMENTS 2015-16: UPDATE

To receive

an updated summary of External Examiner Appointments for 2015-16. LTC15D099

C11. ANNUAL REPORT ON PLACEMENTS

To receive

the 2014/2015 annual report on placement and workplace learning activity across the University (excluding Study Abroad programmes). LTC15D100

SECTION D: RESERVED AGENDA

No items have been received