

# LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 2pm on Wednesday 16 March 2016, in Committee Room 2, the Council House.

*Refreshments will be available outside the room from 1.50 pm.*

Michele Pavey  
Learning & Teaching Manager  
9 March 2016

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## 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 14 March 2016. 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 27 January 2016 (Enclosed)

### 3. STATEMENTS BY THE CHAIR

### 4. CONFIRMATION OF CHAIR'S ACTION

To confirm  
confirmation of Chair's action. LTC15D101 (Divider A)

1. Approval of the BA Physical Education with a Year Abroad
  2. Approval of the BEng Engineering with a Year in Industry - Energy
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## SECTION A: ITEMS FOR DISCUSSION AND ACTION

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

A1. CHANGES TO STUDENT SURVEYS

To consider  
proposed changes to student surveys. LTC15D102 (Divider B)

\*A2. COURSEWORK TURNAROUND TIMES: A SNAPSHOT REPORT

To consider  
a confidential update on coursework turnaround times in the autumn semester.  
LTC15D103 (Divider C)

A3. HIGHER EDUCATION REVIEW: ACTION PLAN

To consider  
actions being taken to address the recommendations arising from the HER.  
LTC15D104 (Divider D)

A4. UNIVERSITY LEARNING AND TEACHING DAY: 5 MAY 2016 (THEMES: RESEARCH LED TEACHING, STUDENTS AS CO-CREATORS OF LEARNING, ENTERPRISE AND INCLUSIVITY)

To consider  
the programme for the 2016 Learning and Teaching Day. LTC15D105 (Divider E)

A5. QUALITY ASSURANCE: COURSE MONITORING AND REVIEW

To consider  
sharing good practice and identifying University wide issues arising from annual course monitoring and review and 5 yearly course review

1. SSF 2014/15 5 Yearly Course Review overview report
2. SSF 2014/15 PGT Annual Course Monitoring: School Summary Reports (QAR3) for ECO, EDU, LAW, NBS, PSY & SWK

LTC15D106 (Divider F)

A6. MINOR AMENDMENTS TO REGULATIONS: ACADEMIC APPEALS & COMPLAINTS AND EXTENUATING CIRCUMSTANCES (SELF-CERTIFICATION)

To consider  
minor amendments to the Academic Appeals and Complaints Regulations and the Extenuating Circumstances Regulations relating to Self-Certification.  
LTC15D107 (Divider G)

A7. MRES WORKING GROUP

To consider  
recommendations from the MRes Working Group. LTC15D108 (Divider H)

## LTC15A004

### A8. REPORT FROM THE ACADEMIC DIRECTOR OF LEARNING AND TEACHING ENHANCEMENT

To consider

an update from the Academic Director of Learning and Teaching Enhancement.  
LTC15D109 (Divider I)

### A9. NEW AWARDS AND NEW COURSE PROPOSALS

To consider

1. the granting of approval of:

- (1) Certificate in Evidence Based Low Intensity CBT Practice (Psychological Wellbeing Practitioner Training). LTC15D110 (Divider J)
- (2) Postgraduate Certificate in Evidence Based Low Intensity CBT Practice (Psychological Wellbeing Practitioner Training). LTC15D111 (Divider K)
- (3) MSc Accounting and Finance/MSc Business and Finance. LTC15D112 (Divider L)
- (4) MA Gender Studies. LTC15D113 (Divider M)

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## 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. INTO UEA INSTITUTIONAL REVIEW

To consider

the outcome of the INTO UEA Institutional Review. LTC15D114

#### B2. REPORT OF THE UPDATES TO THE CITY COLLEGE NORWICH NORFOLK REGULATORY FRAMEWORK V8

To consider

updates to the City College Norwich Norfolk Regulatory Framework –version 8.  
LTC15D115

#### B3. PROOF READING POLICY

To consider

proposed amendments to the University's Proof Reading Policy. LTC15D116

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## 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.  
LTC15D117

## LTC15A004

### C2. PARTNERSHIPS

To receive

a report from the Partnerships Office. LTC15D118

### C3. SCHOLARSHIPS, PRIZES AND BURSARIES

To receive

a report on scholarships, bursaries and prizes approved since the last meeting of LTC. LTC15D119

### C4. NEW COURSE PROPOSALS AND COURSE CLOSURES

To receive

a report on minor course changes to the following courses:

1. MSc Operational and Logistics Management
2. MSc Management
3. PSY Masters Credit Only modules
4. MSc Developmental Psychology
5. Intercultural Communication and Media
6. Public Policy and Public Management
7. Modern and Contemporary Writing

LTC15D120

a report on course closure for the following courses:

1. BSc Biochemistry (p/t) U2C700602
2. MA American Studies and Film Studies (f/t & p/t)  
T1TW76101/T2TW76201
3. MA American Literature (f/t & p/t) T1T720101/T2T720201
4. MA American History (f/t & p/t) T1V230101/ T2V230102
5. MA Film Studies MA (f/t & p/t) T1W620101/ T2W620201
6. MA Film Studies with Film Archive option (f/t & p/t) T1W621101/  
T2W621101
7. MA Culture and Modernity (f/t & p/t) T1Q9L9101/T2Q9L9201
8. MA Life Writing (f/t & p/t) T1Q325101/T2Q325201
9. MA Studies in Fiction (f/t & p/t) T1Q324101/T2Q324201
10. MA Theatre Direction: Text and Production (f/t & p/t)  
T1W430101/T2W430201
11. MA Medieval Writing and Culture (f/t & p/t) T1Q322101/T2Q322201
12. MA International Public Policy, Regulations and Competition (f/t & p/t)  
T1LL44103/T2LL44203
13. MA Public Policy and the Environment (f/t & p/t)  
T1LF47101/T2LF47201
14. MA Communication and Language Studies (f/t & p/t)  
T1RQLO101/T2RQLO201
15. MA Language and Intercultural Communication (f/t & p/t)  
T1QL13103/T2QL13103

LTC15D121

### C5. QUALITY ASSURANCE AGENCY

To receive

CL 02/16 revised subject benchmarks for Accounting, Computing, Finance and Social Policy. LTC15D122

## LTC15A004

### C6. FACULTY LEARNING, TEACHING AND QUALITY COMMITTEES

To receive

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

1. SSF LTQC 11 November 2015 and 13 January 2016. LTC15D123
2. HUM LTQC 25 November 2015. LTC15D124

### C7. REPORT ON REASSESSMENTS UNDERTAKEN 2014-5

To receive

a report on reassessments undertaken in 2014/15. LTC15D125

### C8. BCS ACCREDITATION REPORT

To receive

a BCS accreditation report for courses in CMP. LTC15D126

### C9. ANNUAL REPORT ON PLACEMENTS

To receive

the 2014/15 annual report on placement and workplace learning activity for EDU. LTC15D127

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## 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***