

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 2pm on Wednesday 22 June 2016, in Committee Room 2, the Council House.

Refreshments will be available outside the room from 1.50 pm.

Michele Pavey
Learning & Teaching Manager
15 June 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 20 June 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 Blackboard 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 11 May 2016 (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. 2016 STUDENT EXPERIENCE SURVEY

To consider

a confidential report from the UEA Market Research Manager on the 2016 Student Experience Survey. LTC15D158 (Divider A)

The full survey report is available on the BIU Blackboard site.

*A2. REVIEW OF THE STUDENT REPRESENTATION CODE OF PRACTICE

To consider

a review of the operation of the Student Representation Code of Practice. LTC15D159 (Divider B)

*A3. AN UPDATE ON THE TEACHING EXCELLENCE FRAMEWORK (TEF)

To consider

LTC members' responses to the draft TEF consultation document. LTC15D160 (Divider C)

The White Paper can be found [here](#) and the Technical Consultation document can be found [here](#)

*A4. COURSEWORK TURNAROUND DATA AND NEXT STEPS

To consider

the confidential coursework turnaround times for 2015/16 and next steps LTC15D161 (Divider D)

A5. TEXT MATCHING SOFTWARE; BATCH SCREENING PILOT

To consider

feedback on the operation of the TMS batch screening pilot undertaken in MED. LTC15D162 (Divider E)

A6. ONLINE READING LISTS

To consider

a proposed policy on online reading lists. LTC15D163 (Divider F)

A7. BACHELORS AND INTEGRATED MASTERS REGULATIONS (BIM) 2016-17

To consider

proposed amendments to the 2016/17 BIM Regulations. LTC15D164 (Divider G)

A8. BACHELORS AND INTEGRATED MASTERS REGULATIONS AND REASSESSMENT

To consider

a further analysis of the outcome of reassessment in 2014/15 for BIM students. LTC15D165 (Divider H)

LTC15A006

A9. REVIEW OF COMMON MASTERS FRAMEWORK

To consider
proposed amendments to the Common Masters Framework regulations for
(date). LTC15D166 (Divider I)

A10. EVALUATION OF THE 2016 LEARNING AND TEACHING DAY

To consider
an evaluation of the 2016 Learning and Teaching Day held on 5 May 2016.
LTC15D167 (Divider J)

A11. UNIVERSITY TEACHING FELLOWSHIPS

To consider
an update on the University Teaching Fellowship Scheme LTC15D168 (Divider
K)

A12. POLICY ON CO-TEACHING

To consider
proposed amendments to the policy on co-teaching. LTC15D169 (Divider L)

A13. LTC REVIEW OF CONCESSIONS

To consider
recommendations arising from a review of concessions. LTC15D170 (Divider
M)

A14. LTC REVIEW: PEER OBSERVATION OF TEACHING

To consider
proposals arising from a review of the University's Peer Observation of Teaching
policy LTC15D171 (Divider N)

A15. NEW AWARDS AND NEW COURSE PROPOSALS

To consider
the granting approval of:

BA International Development with a Year Abroad
BA Geography and International Development with a Year Abroad
BA International Development with Economics with a Year Abroad
BA International Development with Social Anthropology and Politics with a Year
Abroad
BA International Development with Anthropology with a Year Abroad
BA International Development with Politics with a Year Abroad
BSc International Development and the Environment with a Year Abroad
BA Media and International Development with a Year Abroad

LTC15D172 (Divider O)

LTC15A006

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. REVISIONS TO THE PLAGIARISM AND COLLUSION POLICY AND GUIDELINES

To consider
minor amendments to the University's Plagiarism and Collusions Policy and Guidelines for Students and Staff. LTC15173

B2. REVISIONS TO THE EXTENUATING CIRCUMSTANCES POLICY

To consider
minor amendments to the University's Extenuating Circumstances Policy. LTC15D174

B3. PEER ASSISTED LEARNING (PAL)

To consider
proposed metrics and a framework for reviewing the operation of PAL. LTC15D175.

B4. UNIVERSITY COLLEGE SUFFOLK- JOINT ACADEMIC COMMITTEE

To consider
a report from the UCS Joint Academic Committee. LTC15D176

SECTION C: ITEMS FOR REPORT

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. LTC15D177

C2. POSTGRADUATE RESEARCH EXECUTIVE

To receive
a report on the latest activities of the Postgraduate Research Executive and a summary of changes made in 2015-16 for Quality Code Chapter B11. LTC15D178

C3. REPORT FROM THE STUDENT EXPERIENCE COMMITTEE

To receive
a report on the last two meetings of the Student Experience Committee. LTC15D179

LTC15A006

C4. APPROVAL OF SCHOLARSHIPS, BURSARIES AND PRIZES

To consider

proposals to streamline the approval of scholarships, bursaries and prizes.
LTC15D180

C5. FUTURE SKILLS INITIATIVE WORKING GROUP

To receive

an update on the work of the Future Skills Initiative Working Group. LTC15D181

C6. NEW COURSE PROPOSALS AND COURSE CLOSURES

To receive

a report on minor course changes for the following courses:
None to report

To receive

a report on course closure for the following courses:
None to report

C7. FACULTY LEARNING, TEACHING AND QUALITY COMMITTEES

To receive

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

1. FMH LTQC 27 April 2016. LTC15D182

C8. OFFICE OF THE INDEPENDENT ADJUDICATOR ANNUAL REPORT 2015

To receive

the 2015 OIA report. LTC15D183

C9. REVIEW SCHEDULE: REGULATIONS, HANDBOOKS, POLICIES AND PROCEDURES, GUIDANCE AND STUDENT CHARTER

To receive

a schedule for the review of regulations, handbooks, policies, procedures, guidance and Student Charter. LTC15D184

C10. STUDY ABROAD 2015-16

To receive

an update report. LTC15D185.

C11. LTC DATES 2016/17

To receive

dates of LTC meetings in 2016/17. All meetings start at 14:00 and take place in Committee Room 2 in the Council House

- 19 October 2016
- 30 November 2016
- 25 January 2017
- 15 March 2017

LTC15A006

- 10 May 2017
- 21 June 2017

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