

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 2pm on Wednesday 6 July 2016, in the Thomas Paine Study Centre, Room 1.03

Refreshments will be available outside the room from 1.50 pm.

Michele Pavey
Learning & Teaching Manager
29 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 4 July. 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

the Minutes of the meeting held on 22 June 2016 will be presented to the meeting on 19 October 2016

SECTION A: ITEMS FOR DISCUSSION AND ACTION

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

*A1. TEACHING EXCELLENCE FRAMEWORK (TEF)

To consider
a preliminary document on the shape of the TEF. LTC15D186 (Divider A)

LTC15A007

A2. GRADE POINT AVERAGE (GPA)

To consider
the implementation of a GPA system. LTC15D187 (Divider B)

A3. TEXT MATCHING SOFTWARE (TMS)

To consider
the future use of Text Matching Software for investigative purposes.
LTC15D188 (Divider C)

A4. HIGHER EDUCATION REVIEW ACTION PLAN

To consider
an update on the HER Action Plan. LTC15D189 (Divider D)

A5. REVIEW OF INTERNAL QUALITY ASSURANCE PROCESSES

To consider
an interim report on the review of internal quality assurance processes.
LTC15D190 (Divider E)

A6. A REVIEW OF THE COMMON MASTERS FRAMEWORK: CONSIDERATION OF A PROPOSAL TO ALLOW LEVEL 6 MODULES IN PGT COURSES

To consider
a proposal from SCI that students on taught postgraduate courses should be permitted to take. LTC15D191 (Divider F)

A7. REPORT FROM THE ACADEMIC STUDENT INDUCTION AND TRANSITIONS GROUP

To consider
a report of the work of the Academic Student Induction and Transitions Group.
LTC15D192 (Divider G)

*A8. COURSEWORK TURNAROUND DATA

To consider
a confidential report on coursework turnaround times in 2015/16. LTC15D193
(Divider H)

*A9. CLOSING THE FEEDBACK LOOP ON STUDENT SURVEYS

To consider
confidential recommendations for closing the feedback loop to students on surveys. LTC15D194 (Divider I)

A10. AMENDMENTS TO THE UNIVERSITY'S POLICY ON SUBMISSION OF WORK FOR ASSESSMENT

To consider
proposed amendments to the University's policy on submission of work for assessment. LTC15D195 (Divider J)

LTC15A007

A11. REPORT ON THE REVIEW OF SELF-CERTIFICATION

To consider
the review of the University's self-certification policy. LTC15D196 (Divider K)

A12. STUDENTS ON JOINT DEGREES

To consider
a proposed guidance document for students on joint degrees. LTC15D197
(Divider L)

A13. LTC REVIEW OF ACCREDITATION OF PRIOR LEARNING (APL)

To consider
recommendations arising from a review of APL. LTC15D198 (Divider M)

A14. NEW AWARDS AND NEW COURSE PROPOSALS

To consider
the granting approval of:

- 1) BSc Developmental Psychology
- 2) BSc Developmental Psychology with a Year Abroad

LTC15D199 (Divider N)

*A15. PROPOSED NEW INSTITUTIONAL PARTNERSHIP – BOURNEMOUTH AND POOLE COLLEGE

To consider
confidential proposals for a new institutional partnership with Bournemouth and Poole College. LTC15D200 (Divider O)

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 STUDENT CHARTER

To consider
minor revisions to the Student Charter. LTC15D201

B2. ANNUAL REPORT FROM INFORMATION SERVICES (ISD)

To consider
the annual report from ISD. LTC15D202

LTC15A007

B3. REVISED INSTRUCTIONS TO EXAMINERS FOR THE DEGREES OF MASTERS BY RESEARCH, MPHIL, PHD, PHD BY PUBLICATION, EDD AND MED

To consider

proposals for revised instructions to examiners for the above courses.
LTC15D203

SECTION C: ITEMS FOR REPORT

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

C1. QAA QUALITY CODE: HIGHER EDUCATION REVIEW: UPDATE FROM CHAPTER CHAMPIONS

To consider

an update from the Chapter Champions for each Chapter in the QAA Quality Code. LTC15D204

C2. APPROVAL OF SCHOLARSHIPS, BURSARIES AND PRIZES

To receive

proposals to streamline the approval of scholarships, bursaries and prizes.
LTC15D205

C3. EQUALITY OF OPPORTUNITY FOR STUDENTS: ANNUAL REPORT FROM THE HEAD OF EQUALITY AND DIVERSITY

To receive

a report from the Head of Equality and Diversity on equality of opportunity for students. LTC15D206

C4. NEW COURSE PROPOSALS AND COURSE CLOSURES

To receive

a report on minor course changes for the following courses:

- i. Geology with Geography (BSc)
- ii. Geology with Geography with a Year Abroad (BSc)
- iii. Geology with Geography with a Year in Industry (BSc)
- iv. Geology with Geography (MSci)
- v. Chemical Physics with a Year Abroad (MChem).
- vi. Chemistry with a Year Abroad (MChem).

To receive

a report on course closure for the following courses:

- i. Biological & Medicinal Chemistry (BSc) – U1F125301/2
- ii. Biological & Medicinal Chemistry (MChem) – U1F152401/2
- iii. Biological & Medicinal Chemistry with a Year in Industry (MChem) – U1F154401/2
- iv. Biological & Medicinal Chemistry with a Year in North America (MChem) – U1F153401/2
- v. Computing Sciences with a Year Abroad (BSc) – U1G404302

LTC15D207

LTC15A007

C5. FACULTY LEARNING, TEACHING AND QUALITY COMMITTEES

To receive

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

- i. SSF LTQC 20 April 2016. LTC15D208
- ii. HUM LTQC 23 March 2016. LTC15D209
- iii. SCI LTQC 11 November 2015, 6 January 2016 and 17 February 2016. LTC15D210

C6. ANNUAL MODULE AND COURSE REVIEW: 2014/15 COMPLIANCE REPORT

To receive

the 2014/15 compliance report for annual module and course review.
LTC15D211

C7. 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
- 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