

LTC16D026

LEARNING AND TEACHING COMMITTEE 2016-17

Deadlines for Receipt of Reports

	REPORT	SOURCE	LTC MEETING	DEADLINE FOR RECEIPT	COMMENTS
	(Section A) Regular reports for Coursework Turnaround data and New course proposals (Section C) Partnerships, Postgraduate Research Executive, Student Experience Committee , QAA, UK Quality Code, Faculty LTQCs, Minor Course Changes/Course Closures, Prizes, Bursaries and Scholarships		All meetings		
1	Good Honours Statistics 2016	Garrick Fincham, PLN	19 October 2016	7 October 2016	
2	Student Evaluation and the NSS 2016	Rebecca Price, PLN	19 October 2016	7 October 2016	

3	Reducing the number of modules with low enrolments- review of progress	Neil Ward	19 October 2016	7 October 2016	
4	Report on Peer Observation 2015/16	Associate Deans (LTQ)/LTQC Secretaries	19 October 2016	7 October 2016	
5	Course and Module Update 2017/18	Andrea Blanchflower	19 October 2016	7 October 2016	
6	Faculty reports on 2015/16 UG External Examiner Reports	LTQC Secretaries	19 October 2016	7 October 2016	To be reported to Senate
7	LTC Schedule of reports	Michele Pavey	19 October 2016	7 October 2016	
8	International Summer School 2016	Alex Cole, ARM	19 October 2016	7 October 2016	
9	Faculty CR3 Reports (on 5 Yearly course reviews held in 2015/16)	LTQC Secretaries	19 October 2016	7 October 2016	
10	Faculty QAR 3 (Annual Course Monitoring- School Summary) Reports 2015/16	LTQC Secretaries	19 October 2016	7 October 2016	Separate reports for ug and pgt
11	Report of the Working Group on Student Self Certification	Jon Sharp	30 November 2016	18 November 2016	

12	Analysis of the Postgraduate Student Experience Survey (PTES)	Becky Price, PLN	30 November 2016	18 November 2016	
13	Review of the revised Attendance Monitoring Process	Christina Chan	30 November 2016	18 November 2016	
14	UG and PGT External Examiner Appointments 2016/17	Jean Whiting	30 November 2016	18 November 2016	
15	Clarification of the criteria for the award of Starred First Degrees	Clive Matthews	30 November 2016	18 November 2016	
16	2015/16 CSED Annual Report	Amanda Giles, CSED	30 November 2016	18 November 2016	
17	Narrative report and statistics on Concession requests (15/16)	Jon Sharp	30 November 2016	18 November 2016	
18	Narrative report and Review of statistics on Stage 1/2 Academic Appeals and Complaints and OIA cases (academic year 15/16)	Jon Sharp	30 November 2016	18 November 2016	
19	Senate Student Discipline Committee cases: Narrative report and Review of Statistics (15/16)	Jon Sharp	30 November 2016	18 November 2016	

20	Plagiarism and/or Collusion Cases (Review 15/16)	School Plagiarism Officers / Clive Matthews	30 November 2016	18 November 2016	
21	5 Yearly Course Review 2015/16 Compliance Report	Jean Whiting	30 November 2016	18 November 2016	
22	Annual module and Course Review- UG Compliance Report 2015/16	Jean Whiting	30 November 2016	18 November 2016	
23	Five yearly course review: reviews taking place in 2017/18	Jean Whiting	30 November 2016	18 November 2016	
24	Extenuating Circumstances: Statistics and narrative report 2015/16	Jean Whiting	30 November 2016	18 November 2016	
25	Review of support for students between assessment and reassessment	Associate Deans LTQ/Clive Matthews	30 November 2016	18 November 2016	
26	Review of the operation of the Fit to Sit policy	Clive Matthews/Richard Holland	30 November 2016	18 November 2016	
27	Learning Enhancement Team Report, 201516	Jeremy Schildt, SSS	25 January 2017	13 January 2017	

28	Student Academic Induction 2016/17	Clive Matthews	25 January 2017	13 January 2017	
29	Move to a 4 week examination period in 2016/17	Clive Matthews	25 January 2017	13 January 2017	
30	Teaching Fellowship Reports	Clive Matthews	25 January 2017	13 January 2017	
31	Annual Module and Course Review 2015/16: PGT compliance report	Jean Whiting	25 January 2017	13 January 2017	
32	External examiners' reports 2015/16 UG Compliance Report	Jean Whiting	25 January 2017	13 January 2017	
33	Report from the Future Skills Initiative Working Group	Clive Matthews/FSIWG Secretary	25 January 2017	13 January 2017	
34	Annual Report on Placements	Becky Fitt	25 January 2017	13 January 2017	Annual report to LTC
35	Employability	James Goodwin	25 January 2017	13 January 2017	
36	External Examiner Reports 2014/15- PGT Compliance Report	Jean Whiting	15 March 2017	3 March 2017	
37	Faculty Report on External Examiners' reports 2015/16	FLTQC Secretaries	15 March 2017	3 March 2017	To be reported to Senate
38	Review of General Regulations	tbc	10 May 2017	28 April 2017	

39	Developments in Online Learning	Helena Gillespie	10 May 2017	28 April 2017	
40	Annual report from ISD	Helena Gillespie	21 June 2017	9 June 2017	To be included as part of the report from the ADLTE
41	Equality of Opportunity for Students- Annual report from the Head of Equality and Diversity	Helen Murdoch	21 June 2017	9 June 2017	Annual report to LTC
42	Annual Report on Study and Work Abroad	Karen Blackney	21 June 2017	9 June 2017	Annual report to LTC
43	Report from the Future Skills Initiative Working Group	Clive Matthews	21 June 2017	9 June 2017	
44	Employability	James Goodwin	21 June 2017`	9 June 2017	
45	Report from QAA Chapter Champions	Various	21 June 2017	9 June 2017	Annual report to LTC