

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 1.30pm on Wednesday 27 October 2010, in Committee Room 2, the Council House.

There will be tea, coffee and biscuits outside the room from 1.20pm.

Joanne Ashman
Assistant Registrar
20 October 2010

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 25 October 2010. Reserved items appear in Section D.

2. MINUTES

To confirm
the Minutes of the meeting held on 26 May 2010 and 30 June 2010
(Enclosed)

3. STATEMENTS BY THE CHAIR

- To report that
- (1) British Accreditation Council (BAC) inspected INTO UEA in July, 2010 and reconfirmed accreditation;
 - (2) the institutional audit by the Quality Assurance Agency of University Campus Suffolk had been successful;
 - (3) Outcomes of the IQER (Summative Review) of City College, Norwich by the Quality Assurance Agency.
 - (4) a memo has been issued to all academic staff regarding the prominence of "employability";
 - (5) the Browne Review of Student fees and the Comprehensive Spending Review.
 - (6) UEA London – Ms L. Morton

LTC10A001

4. CONFIRMATION OF CHAIR'S ACTION

To confirm

confirmation of Chairs' action. LTC10D001 (Divider A)

- (1) New Course proposals
 - (2) Prizes and Scholarships
 - (3) Fitness to Practice Procedures in PHA
 - (4) Confirmation of approval in principle of the following new courses to be offered by INTO UEA London:
MA International Diplomacy and MA International Business and Diplomacy
 - (5) Confirmation of INTO UEA policy on Plagiarism and Collusion
 - (6) Confirmation of a revised Intercalation Procedure for City College, Norwich
 - (7) De-anonymisation of coursework in HUM MA programmes
 - (8) Agreed Semester Dates
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SECTION A: ITEMS FOR DISCUSSION AND ACTION

A1. ACADEMIC STRATEGY

To consider

an oral report.

A2. ENHANCING THE STUDENT EXPERIENCE

(1) STUDENT SURVEYS 2010

To consider

the outcomes of

- (1) the National Student Survey (NSS) 2010. LTC10D002 (Divider B)
- (2) the Postgraduate Taught Experience Survey (PTES), 2010. LTC10D003 (Divider C)

(2) LIBRARY ENHANCEMENT 2010

To consider

a report. LTC10D004 (Divider D)

(3) LEARNING AND TEACHING DAY 2011

To consider

proposals.

A3. QUALITY ASSURANCE AND ENHANCEMENT

To consider

the consultation by the Quality Assurance Agency on a new method for reviewing HEI's in England and Northern Ireland. LTC10D005 (Divider E)

The full consultation document can be found at

http://www.qaa.ac.uk/news/consultation/OD_Full2010.pdf

LTC10A001

Further information about the consultation, including a podcast and details of how to respond can be found at

<http://www.qaa.ac.uk/news/consultation/reviewconsultation.asp>

A4. LTC REVIEWS

To consider

- (1) a oral report on the progress of the review of Common course structure degree regulations.
- (2) an oral report from Review of Programme Monitoring and Review.
- (3) an oral report on the Review of the Guidelines of the Peer Observation of Teaching

A5. UEA LONDON

To consider

- (1) approval in principle for three Masters courses. LTC10D006 (Divider F)
- (2) approval of Year 1 BSc International Business Management. LTC10D007 (Divider G)
- (3) Report of the meetings of the Institutional Approval Sub-Group LTC10D008 (Divider H)

To confirm

approval of Years 2 and 3 BSc International Business Management. LTC10D009 (Divider I)

A6. FACULTY ASSOCIATE DEANS (LEARNING, TEACHING AND QUALITY)

To receive

- (1) minutes of the meeting of the Faculty Learning, Teaching and Quality Committee:

HUM – LTC10D010 (Divider J)
SCI – LTC10D011 (Divider K)
SSF – LTC10D012 (Divider L)
FOH – LTC10D013 (Divider M)
- (2) MCM3 (Annual Monitoring) report from the Faculty of Health for 2008/9. LTC10D014 (Divider N)

To consider

oral reports

A7. TAUGHT PROGRAMMES POLICY GROUP

To consider

an oral report on the meeting of 20 October 2010

- 1) Policy Group agenda for the year
- 2) Short absences (appropriate evidence and issues for course tests)
- 3) Taught Postgraduate course end dates
- 4) Quoracy of Assessment Boards
- 5) Guidelines for Marking Offensive Material
- 6) Policy on Marks for Engagement
- 7) NSS and PTES

LTC10A001

A8. 'BOLOGNA'

To report

that the UKHE Europe Unit has published an E-note regarding the new 'Youth on the Move' initiative and related European Commission Consultation on the next generation EU mobility programmes. LTC10D015 (Divider O)

To consider
views.

A9. NEW COURSE PROPOSALS

To consider
the granting of approval in principle of

<u>Partner College</u>	<u>Course</u>
City College, Norwich	FdA Retailing LTC10D016 (Divider P)
Mountview Academy of Theatre Arts	MA in Theatre Directing LTC10D017 (Divider Q)

SECTION B:

ITEMS WHICH CONTAIN RECOMMENDATIONS BUT WHERE NO DEBATE IS ANTICIPATED

Items in Section B contain recommendations which will be deemed to have been approved at the meeting unless members of the Committee ask for them to be discussed. Any member of the Committee may ask for an item from Section B to be moved to Section A by contacting the Secretary before 5pm on Monday 25 October 2010.

B1. PARTNERSHIPS OFFICE ACTIVITY

To consider
a report. LTC10D018 (Divider R)

SECTION C: ITEMS FOR REPORT

Items in Section C are for information only. Any member of the Committee may ask for an item from Section C to be moved to Section A by contacting the Secretary before 5pm on Monday 25 October 2010.

These items can be found on the Learning and Teaching Committee Webpage at:

<http://www.uea.ac.uk/committees/office/LTQC.htm>

Click on the links within the agenda for the papers.

C1. STUDENT EXPERIENCE COMMITTEE

To receive
a report. LTC10D019

LTC10A001

C2. PARTNERSHIPS

To receive
a report. LTC10D020

C3. CONCESSIONS AND APPROVALS

To receive
a report. LTC10D021

C4. NEW COURSE PROPOSALS

To receive
a report. LTC10D022

C5. UNIVERSITIES UK (UUK)

To report
the University has responded to a discussion paper regarding the review of External Examining Arrangements in the UK. LTC10D023

C6. 'BOLOGNA'

To report
(1) the publication of UKHE Europe Unit note 13-15 which may be consulted at:

http://www.europeunit.ac.uk/e_newsletter/index.cfm

(2) there is a review of the principles (known as the 'Salzburg Principles') adopted by the European University Association's Council for Doctoral Education, for further information consult:

http://www.eua.be/News/10-09-30/Success_in_doctoral_education_EUA-CDE_prepares_new_recommendations_on_reform.aspx

The draft Salzburg II principles can be consulted at:

<http://www.ukcge.ac.uk/news/latestnews/Salzburg+Two>

SECTION D: RESERVED AGENDA

**D1. POSTHUMOUS AWARD

To confirm
Chair's action in permitting the Board of Examiners in the School of American Studies to consider the posthumous award of a classified honours degree. LTC10D024 (Divider S)