

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at **2pm** on Wednesday 5 December 2012, in Committee Room 2, the Council House.

There will be tea, coffee, biscuits and mince pies outside the room from 1.30 pm.

Ms Claudia Gray
Learning & Teaching Manager
28 November 2012

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 3 December 2012. Reserved items appear in Section D.

2. MINUTES

To confirm
the Minutes of the meeting held on 24 October 2012. (Enclosed)

3. STATEMENTS BY THE CHAIR

4. CONFIRMATION OF CHAIR'S ACTION

To confirm
confirmation of Chair's action.

- (1) A.I.M. Conference Prize
- (2) Publication of programmes delivered by LAD
- (3) Changes to African scholarship programme
- (4) Amendment to word count policy for assessed work (taught programmes) from semester 2 2013

LTC12D032 (Divider A)

SECTION A: ITEMS FOR DISCUSSION AND ACTION

A1. UNION OF UEA STUDENTS – UEA STUDENTS EXPERIENCE REPORT 2012

To consider

a progress report on the University's response to recommendations made in the UEA Students Experience Report 2012. LTC12D033 (Divider B)

A2. TAUGHT PROGRAMMES POLICY GROUP

To consider

- (1) NAM Undergraduate Classification Algorithm for Borderline candidates
- (2) Examination feedback: Guiding Principles for Implementation
- (3) PGT marking scale and PGT Merit Award for 2013/14

LTC12D034 (Divider C)

A3. PG RESEARCH PROGRAMMES POLICY GROUP

To consider

a report on:

- (1) Proposed changes to Procedures for dealing with Allegations of Misconduct in Research
- (2) Proposed changes to Section 5 of Research Policy Document
- (3) Changes to Calendar Rules for Submission of Work for Higher Degrees, Consultation and Borrowing of Theses, Rules for the Form of Theses (Research Degrees) and to Section 3 of the Research Degree Policy Documents

LTC12D035 (Divider D)

A4. FACULTY ASSOCIATE DEANS (LEARNING, TEACHING AND QUALITY)

To consider

oral reports from the Associate Deans

A5. NEW AWARDS AND NEW COURSE PROPOSALS

To consider

the granting of approval of

UEA

Postgraduate Certificate in Multi-Jurisdictional Employment Law Practice - LTC12D036 (Divider E)

NBS MSc course proposals – LTC12D037 (Divider F):

- MSc Advanced Business Management (Norwich)
- MSc Investment and Financial Management (Norwich)
- MSc Sustainable Business (Norwich)
- MSc Advanced Management (London)
- MSc Entrepreneurship and Strategy (London)

Easton College

BSc Sport (one year top-up) LTC12D038 (Divider G)

LTC12A002

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 3 December 2012.

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

<https://intranet.uea.ac.uk/committeeoffice/ueacombds/ltc/ltc1213>

B1. THE SCHOOL OF MUSIC

To consider
a report on latest developments. LTC12D039

B2. UEA LONDON

To consider
a report on recent developments. LTC12D040

B3. LTC PRIORITIES FOR 12/13

To consider
a report. LTC12D041

B4. STUDENT EXPERIENCE COMMITTEE

To consider
a report. LTC12D042

B5. PARTNERSHIPS

To consider
a report on partnerships programme approvals. LTC12D043

B6. MANAGEMENT INFORMATION

To consider
(a) The University's statistics for:

academic appeals 2011-12 – LTC12D044
academic appeals, equality and diversity 2011-12 – LTC12D045
academic complaints 2011-12 – LTC12D046
academic complaints, equality and diversity 2011-12 – LTC12D047
academic discipline 2011-12 – LTC12D048
concessions 2011-12 – LTC12D049
professional misconduct and/or unsuitability – LTC12D050
plagiarism and collusion 2011-12 – LTC12D051

LTC12A002

(b) The Union of UEA Students Advice Centre statistics for:

Academic appeals 2011-12

LTC12D052

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 3 December 2012.

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

<https://intranet.uea.ac.uk/committeeoffice/ueacombds/lc/lc1213>

C1. NEW COURSE PROPOSALS AND COURSE CLOSURES

To receive

a report of fast-track approval for the following courses:

EDU - PGCert CBT Skills Programme. LTC12D053
EDU - PGCert PCC Skills Programme. LTC12D054
LAW - LLM International Commercial and Competition Law. LTC12D055
DEV - MA in Globalisation Business and Sustainable Development.
LTC12D056
DEV - MSc in Development Economics. LTC12D057
SCI- BSc Natural Sciences with a year abroad - LTC12D058

A report on course closure for the following courses:

DEV - BSc/BA International Development with Overseas Experience and
DEV - BSc/BA International Development. LTC12D059
CHE – MChem with Analytical and Forensic Science - LTC12D060
CHE – BSc Chemistry with a year in North America – LTC12D061
CHE – MChem with a year in Europe – LTC12D062
CHE – BSc Pharmaceutical Chemistry – LTC12D063
CHE – BSc Chemistry with Analytical Science – LTC12D064
SCI – BSc Natural Sciences with a year in Australasia – LTC12D065
SCI – BSc Natural Sciences with a year in Europe – LTC12D066
SCI - BSc Natural Sciences with a year in North America – LTC12D067

C2. PARTNERSHIPS

To receive

an update from the Partnerships Office. LTC12D068

C3. FACULTY LEARNING, TEACHING AND QUALITY COMMITTEES

To receive

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

HUM - 10 October 2012 – LTC12D069
SSF - 3 October 2012 – LTC12D070
SCI – 4 July 2012 – LTC12D071

LTC12A002

C4. COURSE REVIEW SCHEDULE 2012/13

To receive
a report. LTC12D072

C5. QUALITY ASSURANCE AGENCY

To report
that the Agency has published:

- (1) The consultation draft of Chapter B4:

<http://www.gaa.ac.uk/Publications/InformationAndGuidance/Documents/B4%20-draft-consultation.pdf>

- (2) The consultation draft of Chapter B9 - Appeals and Complaints

<http://www.gaa.ac.uk/Publications/InformationAndGuidance/Documents/B9-complaints-appeals-consultation.pdf>

SECTION D: RESERVED AGENDA

No items have been received