

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 2pm on Wednesday 15 May 2013, in Committee Room 2, the Council House.

There will be tea, coffee and biscuits outside the room from 1.45pm.

Ms Claudia Gray
Learning & Teaching Manager
8 May 2013

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 13 May 2013. Reserved items appear in Section D.

2. MINUTES

To confirm
the minutes of the meeting held on 20 March 2013. (Enclosed)

3. STATEMENTS BY THE CHAIR

4. CONFIRMATION OF CHAIR'S ACTION

To confirm
Confirmation of Chair's action:

- (1) Prizes and Scholarships. LTC12D115 (Divider A)
 - (a) Revised rules for Poetry-next-the-Sea Undergraduate Prize (LDC)
 - (b) The Rachael Jolley Prize (PSI)
 - (c) The 2nd Air Division Memorial Trust Scholarships (AMS)
 - (d) The ENV BSc Graduate Leadership award (ENV)
 - (e) Revised rules for the Simon Wharmby Postgraduate Scholarship (ENV)
 - (f) The Katrizky Prize and Medal (CHE)

SECTION A: ITEMS FOR DISCUSSION AND ACTION

A1. FELLOWSHIP OF THE HIGHER EDUCATION ACADEMY FOR POST-PROBATIONARY ACADEMIC STAFF THROUGH CONTINUING PROFESSIONAL DEVELOPMENT ROUTES

To consider

a report from Dr Adam Longcroft, Dr Geoff Hinchliffe and Mr Paul Levy on the Fellowship of the Higher Education Academy for post-probationary academic staff through Continuing Professional development routes. LTC12D116 (Divider B)

A2. EXTENUATING CIRCUMSTANCES

To consider and approve

the new NAM regulations on consideration of extenuating circumstances. LTC12D117 (Divider C)

A3. AMENDMENTS TO ALGORITHMS FOR UNDERGRADUATE AND INTEGRATED MASTERS PROGRAMMES

To consider and approve

the revised algorithms for classification of Undergraduate and Integrated Masters programmes. LTC12D118 (Divider D)

A4. DRAFT DEGREE REGULATIONS FOR NEW ACADEMIC MODEL 13/14

To consider

the draft degree regulations governing the New Academic Model for implementation in the academic year 13/14. LTC12D119 (Divider E)

A5. MODERATION AND DOUBLE MARKING

To consider and approve

the revised policy for moderation and double marking under NAM LTC12D120 (Divider F)

A6. FORMATIVE ASSESSMENT UNDER NAM

To consider and approve

proposals for formative assessment under NAM. LTC12D121 (Divider G)

A7. NO AGENDA ITEM

A8. EXTENSION REQUESTS FROM POTENTIAL SABBATICAL OFFICERS

To consider and approve

a policy for extension requests from students who have registered to be elected as Sabbatical Officers. LTC12D123 (Divider I)

A9. NEW COURSE PROPOSALS

To consider and approve

the following courses:

- (1) BSc SCI Foundation Programme, LTC12D124, (Divider J)
- (2) BA Media and International Development, LTC12D125 (Divider K)
- (3) BA American History, LTC12D126 (Divider L)
- (4) MS Knee Surgery, LTC12D127 (Divider M)

A10. PG RESEARCH PROGRAMMES POLICY GROUP

To consider

- (1) a summary report on the PGRPPG meeting held on 3 May 2013;
- (2) the B11 mapping document;
- (3) reports from SSF, FMH and NBI on the annual review of Research Student Progress

LTC12D128 (Divider N)

A11. REPORTS FROM PLAGIARISM OFFICERS 11/12

To consider

a summary of the issues raised in the reports from plagiarism officers for the academic year 11/12 LTC12D129 (Divider O)

A12. ELECTRONIC MARKING AND FEEDBACK ON COURSEWORK

To receive

an oral report on recent developments in relation to electronic marking and feedback on coursework

A13. TAUGHT PROGRAMMES POLICY GROUP

To receive

a report from the Academic Director of Taught Programmes on:

LTC12D130 (Divider P)

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 13 May 2013.

These items can be found on the Learning and Teaching Committee 2012/2013 Webpage at:

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

B1. PARTNERSHIPS

To consider
a report. LTC12D131

B2. GENERAL REGULATIONS FOR STUDENTS/CHANGE TO GENERAL REGULATION 14

To consider
a change to General Regulation 14 LTC12D132

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 13 May 2013.

These items can be found on the Learning and Teaching Committee 2012/2013 Webpage at:

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

C1. EXTERNAL EXAMINERS' REPORTS 10/11

To receive
a summary report on university wide issues raised in the external examiners' reports for taught programmes in the academic year 10/11 LTC12D133

C2. STUDENT EXPERIENCE COMMITTEE

To receive
a report issues discussed at the last meeting of the Student Experience Committee

LTC12D134

C3. DATES OF LEARNING AND TEACHING COMMITTEE MEETINGS 2013-2014

To report
that the dates of the LTC meetings in 2013-2014 have been set as:

Wednesday 23 October 2013 – 2pm
Wednesday 4 December 2013 – 2pm
Wednesday 29 January 2014 – 2pm
Wednesday 19 March 2014 – 2pm

Wednesday 14 May 2014 – 2pm
Wednesday 25 June 2014 – 2pm

C4. NEW COURSE PROPOSALS/CLOSURES

To report

fast-track approval of the following course:

BSc International Business Management, NBS, UEA London LTC12D135

the closure of the following programme:

Advanced Professional Practice with Children and Families LTC12D136

C5. FACULTY ASSOCIATE DEANS (LEARNING, TEACHING AND QUALITY)

To receive

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

SSF, 27 February 2013 (LTC12D137)

C6. PARTNERSHIPS

To receive

a report on Partnerships Office activity. LTC12D138

C7. QUALITY ASSURANCE AGENCY

To report

(1) University of East Anglia - Date of Next Audit – 2015-16

<http://www.qaa.ac.uk/InstitutionReports/types-of-review/Pages/Programme-of-reviews.aspx>

(2) Circular letter CL 05/13: Publication of *Chapter B4: Enabling student development and achievement* of the UK Quality Code for Higher Education.

LTC12D139

(3) Circular letter CL 09/13: Further Education College Subscription for QAA

LTC12D140

SECTION D: RESERVED AGENDA

No items have been received