

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 2pm on Wednesday 26 June 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
19 June 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 24 June 2013. Reserved items appear in Section D.

2. MINUTES

To confirm
the Minutes of the meeting held on 15 May 2013.

3. STATEMENTS BY THE CHAIR

4. CONFIRMATION OF CHAIR'S ACTION

To confirm

Confirmation of Chair's Action:

- (i) The 2nd Air Division Memorial Trust Scholarships (AMS) – Amendment
- (ii) Chemistry Undergraduate Achievement Award
- (iii) The Aquaterra Energy Prize
- (iv) MED Association of Physicians UG studentships
- (v) MED Association of Physicians Intercalated bursary

LTC12D152 (Divider A)

SECTION A: ITEMS FOR DISCUSSION AND ACTION

A1. STUDENT EXPERIENCE SURVEY 2013

To consider
a presentation from Dr Sreeparna Ghosh from the Business Intelligence Unit

A2. PG RESEARCH PROGRAMMES POLICY GROUP

To consider
an oral report on the latest activities of the PGR Programmes Policy Group

A3. INTO REPORT

To consider
an oral report from INTO on potential INTO services offered to UEA

A4. ANNUAL ISSC REPORT

To consider
the annual report of the Education Board of ISSC LTC12D146 (Divider B)

A5. THE FUTURE OF LEARNING TECHNOLOGIES

To receive
a report on the future of learning technologies LTC12D148 (Divider C)

A6. REPORT ON CODE OF PRACTICE ON STUDENT REPRESENTATION/STAFF/
STUDENT LIAISON

To consider
a report from Associate Deans of Teaching and Learning on best practice/issues
in Faculties in relation to student representation LTC12D153 (Divider D)

A7. PLAGIARISM POLICY FOR 2013/14

To consider and approve
the revised plagiarism policy for the academic year 2013/14 LTC12D143 (Divider E)

A8. NEW ACADEMIC MODEL DEGREE REGULATIONS FOR 2013/14

To consider and approve

- (i) a recommendation from TPPG that all marks are recorded and displayed to two decimal places LTC12D149 (Divider F)
- (ii) the final degree regulations for the new academic model in 2013/14 LTC12D150 (Divider G)

LTC12A006

A9. EXTENUATING CIRCUMSTANCES

To consider and approve

the final guidelines on the consideration of extenuating circumstances from the academic year 2013/14 LTC12D145 (Divider H)

A10. NEW COURSE PROPOSALS

To consider and approve

BSc Midwifery (Shortened) (NSC) LTC12D141 (Divider I)
BSc Speech and Language Sciences (AHP) LTC12D170 (Divider J)
Foundation degree in Theatre Production Art (Mountview) LTC12D147 (Divider K)
PGCE School Direct (EDU) LTC12D142 (Divider L)

A11. TEACHING FELLOWSHIP AWARDS 2011/12

To receive

a reflective report on the award of Teaching Fellowships in the academic year 2011/12. LTC12D144 (Divider M)

A12. TAUGHT PROGRAMMES POLICY GROUP

To consider

a report from the Academic Director of Taught Programmes LTC12D151 (Divider N)

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 24 June 2013.

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

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

B1. PARTNERSHIPS OFFICE ACTIVITY

To consider

a report on the UCS Joint Academic Committee (LTC12D154)

B2. UEA LONDON

To consider

an update on UEA London Institutional Approval (LTC12D155)

LTC12A006

B3. NAM TRANSITIONAL ARRANGEMENTS FOR CONTINUING STUDENTS

To approve
transitional arrangements for continuing students under NAM (LTC12D156)

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 24 June 2013.

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

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

C1. IMPLEMENTATION OF QAA CHAPTER 7 – EXTERNAL EXAMINING

To receive
a report from the Learning & Teaching Manager (ECB, Assessments and Quality). (LTC12D157)

C2. LTS SCHEDULE OF REVIEWS

To receive
the LTS schedule of review of policies, regulations and Code of Practices (LTC12D158)

C3. THE SCHOOL OF MUSIC

To receive
a report the last meeting of the Music Monitoring Group (LTC12D159)

C4. PARTNERSHIPS OFFICE ACTIVITY

To receive
a general update report on latest activities in the Partnerships Office (LTC12D160)

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

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

SCI – 1 May 2013 (LTC12D161)

HUM – 6 March 2013 (LTC12D162)

SSF – 24 April 2013 (LTC12D163)

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C6. NEW COURSE PROPOSALS AND COURSE CLOSURES

To receive

- (i) a report on the closure of the following courses:

MSc Business Information Management
MSc Strategic Information Systems
(LTC12D164)

- (ii) fast track course proposals for :
BSc International Development and the Environment
BSc International Development and the Env (with overseas experience)

(LTC12D165)

C7. EXTERNAL EXAMINERS' APPOINTMENTS 2012/13

To receive

the list of external examiners appointed at UEA for the academic year 2012/13 for undergraduate and postgraduate taught courses

(LTC12D166)

C8. TEACHING FELLOWSHIP AWARDS 2011/12

To receive

the individual teaching fellowship reports for the academic year 11/12

(LTC12D167)

C9. QUALITY ASSURANCE AGENCY

To receive

- (1) Chapter B10: Managing Higher Education provision with others:

<http://www.qaa.ac.uk/Publications/InformationAndGuidance/Documents/Quality-Code-B10.pdf>

- (2) Chapter B9: Complaints and Appeals

<http://www.qaa.ac.uk/Publications/InformationAndGuidance/Documents/Quality%20Code%20-%20Chapter%20B9.pdf>

- (3) QAA Quality Code Chapter Consultations, Circular 10/13, (LTC 12D168)

- QAA is opening the consultation on Part A: Setting and maintaining threshold academic standards, Chapter B1: Programme design and approval, Chapter B6: Assessment of students and accreditation of prior learning and Chapter B8: Programme monitoring and review of the UK Quality Code for Higher Education (the Quality Code). These consultations will run in parallel, with one consultation survey covering all four Parts and Chapters. The four consultation documents,

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background information, and guidance about how to respond have now been published on QAA's website

- QAA is also opening the consultation on Chapter B2: Admission to higher education, of the Quality Code in June 2013. The revised Chapter, formerly Section 10: Admissions to higher education of the Code of practice for the assurance of academic quality and standards in higher education, sets out an expectation for the process of admissions of students into higher education. This consultation will run independently, with a separate consultation survey. The consultation document, background information, and guidance about how to respond will be published on QAA's website at the beginning of June.

- (4) QAA Quality Code Chapter Consultations, Circular 11/13, Chapter B2: Recruitment and Admissions to Higher Education (LTC12D169)

C10. HEFCE PUBLICATIONS

To receive

HEFCE publication Circular 15/2013 setting out HEFCE's policy for addressing unsatisfactory quality in institutions:

<http://www.hefce.ac.uk/pubs/year/2013/cl152013/>

SECTION D: RESERVED AGENDA

No items have been received