

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 2pm on Wednesday 3 December 2014 in Room 0.27 at Blackdale School.

There will be tea, coffee and mince pies available inside Room 0.32, Blackdale School from 1.45pm.

Michele Pavey
Learning & Teaching Manager
26 November 2014

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 1 December 2014. Reserved items appear in Section D.

2. MINUTES

To confirm
the Minutes of the meeting held on 22 October 2014 (Enclosed)

3. STATEMENTS BY THE CHAIR

- Higher Education Review
- LTC committee papers: creation of an LTC Blackboard site

4. CONFIRMATION OF CHAIR'S ACTION

To confirm
confirmation of Chairs' action – LTC14D063 (Divider A)

- i) Approval of Bursaries and Scholarships
 - the Dr Fergal O'Driscoll Pre-elective Prizes
 - revised rules for the the John Jarrold Scholarships
 - the Wilkinson Scholarship
 - the Ethicon Student Bursary
 - the B. Braun Melsungen AG Student Bursary
 - the Chris Gooch Fund
 - the John and Pamela Salter Charitable Trust Skills Awards
 - revised rules for the Colonel Charles L. Walker Scholarship
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SECTION A: ITEMS FOR DISCUSSION AND ACTION

A1. ANALYSIS OF THE POSTGRADUATE STUDENT EXPERIENCE SURVEY (PTES) 2014

To consider

a confidential overview of the 2014 PTES survey. LTC14D064 (Divider B)

A2. UEA SKILLS AWARD

To consider

an overview of the UEA Skills Award. LTC14D065 (Divider C)

A3. PEER OBSERVATION

To consider

reports on the operation of Peer Observation in Faculties in 2013/14

- i) SSF – LTC14D066 (Divider D)
- ii) SCI – LTC14D067 (Divider E)
- iii) HUM – LTC14D068 (Divider F)

A4. PLAGIARISM: GUIDANCE FOR PLAGIARISM OFFICERS AND GUIDANCE FOR ACCOMPANYING PERSONS AT PLAGIARISM MEETINGS

To consider

- (1) Guidance for Plagiarism Officers
- (2) Guidance for Accompanying Persons at Plagiarism meetings

LTC14D069 (Divider G)

A5. PROPOSED UNIVERSITY MODULE OUTLINE TEMPLATE

To consider

a University Module Outline Template. LTC14D070 (Divider H)

A6. REPORT ON ACADEMIC APPEALS, COMPLAINTS, OIA AND SENATE STUDENT DISCIPLINARY COMMITTEE CASES IN 2013/14

To receive

- (1) A review of academic appeals etc
- (2) UUEAS statistics on academic appeals and complaints

LTC14D071 (Divider I)

A7. TAUGHT PROGRAMMES POLICY GROUP

To consider

a report from TPPG. LTC14D072 (Divider J)

A8. REPORT FROM THE ACADEMIC DIRECTOR OF LEARNING AND TEACHING ENHANCEMENT

To consider

an update from the Academic Director of Learning Enhancement. LTC14D073 (Divider K)

A9. MBBS: PROPOSALS FOR AN AMENDMENT TO THE BACHELORS AND INTEGRATED MASTERS REGULATIONS

To consider

proposals for the introduction of an additional year grade for the MB BS degree from 2015/16. LTC14D074 (Divider L)

A10. NEW AWARDS AND COURSE PROPOSALS

To consider

approval of the following new course proposals:

- (i) MEng/BEng Energy Engineering
MEng/BEng Engineering LTC14D075 (Divider M)
- (ii) Diploma of Higher Education in Paramedic Science LTC14D076 (Divider N)
- (iii) Initial proposals for UEA Health Online Phase 1. LTC14D077 (Divider O)

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 1 December 2014.

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

<http://www.uea.ac.uk/committeeoffice/ueacombds/ltc/ltc1415>

B1. REASSESSMENT UNDER THE NEW BACHELORS AND INTEGRATED MASTERS REGULATIONS: CONSIDERATION OF REASSESSMENT EVENTS FROM 2014/15 ONWARDS

To consider

arrangements for reassessment in the second year of the Bachelors and Integrated Masters (BIM) Regulations. LTC14D078

B2. UEA PARTNERSHIPS STRATEGY

To consider

a University Partnerships Strategy. LTC14D079

B3. INSTITUTIONAL REVIEW OF EASTON & OTLEY COLLEGE

To consider

a recommendation to Senate that Easton & Otley College be re-approved as a partner institution of the University for a period of up to five years commencing October 2014.
LTC14D080

B4. WITHDRAWAL FROM VALIDATED PROVISION AT UEA LONDON

To consider

an update on arrangements for the withdrawal from validated provision at UEA London.
LTC14D081

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 1 December 2014.

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

<http://www.uea.ac.uk/committeeoffice/ueacombds/ltc/ltc1415>

C1. PARTNERSHIPS

To receive

a confidential update from the Partnerships Office. LTC14D082 (Divider P)

C2. POSTGRADUATE RESEARCH EXECUTIVE

To receive

a report on the latest activities of the Postgraduate Research Executive. LTC14D083

C3. HIGHER EDUCATION REVIEW (HER)

To receive

notification from the QAA that the HER will take place in Autumn 2015. LTC14D084

C4. STUDENT LED TEACHING AWARDS

To receive

proposals from the Union of UEA Students for amendments to Student Led Teaching Awards. LTC14D085

C5. QAA QUALITY CODE

To receive

the mapping documents for the following QAA Quality code Chapters:

- i) B4. LTC14D086

LTC14A002

C6. REPORT ON EXTERNAL EXAMINER APPOINTMENTS FOR 2014/15

To receive

a list of approved External Examiners for 2014/15. LTC14D087

C7. REPORT ON REASSESSMENTS UNDERTAKEN IN 2013/14

To receive

a report on reassessments undertaken in 2013/14. LTC14D088

C8. NEW COURSE PROPOSALS AND COURSE CLOSURES

To receive

a report on minor course changes for the following courses:

BSc Psychology: Introduction of two named pathways LTC14D089

To receive

a report on course closure for the following courses:

1. BA International Relations and European Politics – LTC14D090
2. MA International Relations and European Politics – LTC14D091
3. MA/MSc Environmental Sciences and the Humanities – LTC14D092

C9. FACULTY LEARNING AND TEACHING COMMITTEES

To receive

minutes of the meeting of the Faculty Learning, Teaching and Quality Committees

1. SSF Learning, Teaching and Quality Committee held on 1 October 2014.
LTC14D093

C10. OIA CONSULTATION ON THE GOOD PRACTICE FRAMEWORK FOR HANDLING COMPLAINTS AND ACADEMIC APPEALS

To receive

the University's response to the OIA consultation on the Good Practice Framework for handling of complaints and academic appeals. LTC14D094

SECTION D: RESERVED AGENDA

No items were received