

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 2pm on Wednesday 28 January 2015, in Committee Room 2, the Council House.

There will be refreshments outside the room from 1.50 pm.

Michele Pavey
Learning & Teaching Manager
21 January 2015

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 26 January 2015. Reserved items appear in Section D.

2. MINUTES

To confirm
the Minutes of the meeting held on 3 December 2014 (Enclosed)

3. STATEMENTS BY THE CHAIR

1. Higher Education Review: Thematic options
2. Corporate Plan

4. CONFIRMATION OF CHAIR'S ACTION

To confirm
confirmation of Chair's action

Approval of new prizes, bursaries and scholarships and amendments to existing prizes, scholarships and bursaries:

New Prizes, Scholarships and Bursaries

1. The Paul Head Memorial Scholarship
2. The Amar-Franzes and Foster-Jenkins Trust Scholarships
3. School of Mathematics: Best Final Year BSc Project Prize
4. Best Final Year Master of Mathematics MMath Project Prize
5. School of Mathematics: Project Poster Prize
6. School of Health Sciences Prize for Best Overall Academic Performance – BSc Hons pre-registration programmes

7. School of Health Sciences Prize for Best Overall Academic Performance – pre-registration Dip HE programmes
8. School of Health Sciences Prize for Best Overall Academic Performance – pre-registration MSc programmes
9. Norwich Business School: School Prize for best performance – MSc Advanced Business Management
10. Medicine with a Foundation Year Course Directors' Prize (MED)
11. The Dean's prize for progression on to the MB BS (MED)
12. MSc in Health Economics (Full time) Bursaries
13. The Ian Hunter Prize (EDU)
14. The Richard Warn Memorial Prizes (BIO)
15. The John Whittaker Scholarship (BIO)
16. The Dean's Prize for the Arts and Humanities
17. The Tristan Clark Prize (LAW)
18. The Sir Roy and Lady Catherine Goode Prizes (LAW)
19. The Thomson Reuters Law Prize (LAW)

Amendments to existing Prizes, Scholarships and Bursaries

1. Level 1 MPharm School of Pharmacy_Prize for Life Sciences Chemistry
Level 2 MPharm Day Lewis Pharmacy Practice Prize for Year 2
Level 3 MPharm Day Lewis Prize
School of Pharmacy_School of Pharmacy Prize for Advanced Drug Discovery and Drug Delivery (PHA)
2. School Prize for best performance – MSc Human Resource Management (NBS)
3. British Computer Society Prize (CMP)
4. Prizes for Distinguished Performance in Actuarial Science and Business Statistics
5. British Psychological Society Undergraduate Award for Outstanding Degree Performance
School of Psychology Award for Best Final Year Project (PSY)

LTC14D095 (Divider A)

SECTION A: ITEMS FOR DISCUSSION AND ACTION

A1. CODE OF PRACTICE ON STUDENT REPRESENTATION

To receive

an update on the work of the group considering a Code of Practice on Student Representation. LTC14D096 (Divider B)

A2. INDIVIDUALISED EXAMINATION FEEDBACK

To consider

an oral update on providing individualised examination feedback to students

A3. UPDATE ON THE MOVE TO A FOUR WEEK EXAMINATION PERIOD

To consider

an update on the move to a four week examination period. LTC14D097 Divider C)

LTC14A003

A4. UEA RESEARCH DEGREE EDUCATION STRATEGY

To consider
approval of a University Research Degree Education Strategy. LTC14D099 (Divider D)

A5. ENHANCING ACADEMIC STUDENT INDUCTION

To consider
proposals to develop and enhance academic student induction. LTC14D100 (Divider E)

A6. PEER OBSERVATION

To consider
the 2013/14 Peer Observation reports from the Faculty of Medicine and Health Sciences. LTC14D101 (Divider F)

A7. UEA QUALITY ASSURANCE AND ENHANCEMENT GUIDE

To consider
approval of a UEA Quality Assurance and Enhancement Guide. LTC14D102 (Divider G)

A8. ACADEMIC SUPPORT FOR STUDENTS BETWEEN INITIAL ASSESSMENT AND REASSESSMENT

To consider
academic support provided for students between initial assessment and reassessment. LTC14D103 (Divider H)

A9. QUALIFICATION CHARACTERISTICS: CONSULTATION

To consider
proposals to establish a group to respond to the QAA's consultation document on Qualification Characteristics. LTC14D104 (Divider I)

A10. ASSURING QUALITY FOR INTERNATIONAL STUDENTS STUDYING IN THE UK: GUIDANCE FOR HIGHER EDUCATION PROVIDERS

To consider
a University response to the QAA consultative document on assuring quality for international students studying in the UK. LTC14D105 (Divider J)

A11. UNIVERSITY TEACHING FELLOWSHIP SCHEME

To receive
proposals for a new University Teaching Fellowship Scheme. LTC14D106 (Divider K)

LTC14A003

A12. REPORT FROM THE ACADEMIC DIRECTOR OF LEARNING AND TEACHING ENHANCEMENT

To consider

an update from the Academic Director of Learning and Teaching Enhancement. LTC14D107 (Divider L)

A13. A CONFIDENTIAL REPORT FROM THE PARTNERSHIPS OFFICE ON THE PARTNERSHIPS WITH THE INSTITUTE OF HEALTH AND SOCIAL CARE STUDIES

To consider

a confidential report from the Partnerships Office. LTC14D108 (Divider M)

A14. INSTITUTIONAL APPROVAL OF ROYAL MARSDEN SCHOOL

To consider

a recommendation to Senate that Royal Marsden School be approved as a partner institution of the University for a period of up to five years, commencing September 2015. LTC14D109 (Divider N)

A15. NEW AWARDS AND NEW COURSE PROPOSALS

To consider

1. the granting of approval of:
 - i) Diploma of Higher Education Paramedic Science. LTC14D110
 - ii) Health Online Phase 1. LTC14D111
 - iii) MSc Enterprise and Business Creation. LTC14D112
2. the granting of approval in principle (to proceed to validation) of:

the following Royal Marsden School courses (subject to Institutional Approval): LTC14D098

 - i. BSc Cancer Practice. LTC14D113
 - ii. Graduate Diploma Cancer Practice. LTC14D114
 - iii. BSc Supportive and Palliative Care. LTC14D115
 - iv. Graduate Diploma Supportive and Palliative Care. LTC14D116
 - v. MSc Cancer Care. LTC14D117
 - vi. MSc Cancer Care: Advanced Practice. LTC14D118

Please note that the New Awards and New Course Proposal documents can be found on the LTC Blackboard site.

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 26 January 2015.

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

<https://portal.uea.ac.uk/committee-office/uea-committees-and-boards/learning-and-teaching-committee/learning-and-teaching-committee-2014-2015>

B1. RECOMMENDATIONS FROM THE UNIVERSITY CAMPUS SUFFOLK- JOINT ACADEMIC COMMITTEE

To consider
a report and recommendations from the UCS Joint Academic Committee. LTC14D119

B2. REVISIONS TO PARTNER INSTITUTION APPEALS AND COMPLAINTS PROCEDURES

To consider
revisions to partner institution appeals and complaints procedures. LTC14D120

B3. REVISIONS TO INTO REGULATIONS: PASS REQUIREMENTS

To consider
revisions to INTO regulations: Pass requirements. LTC14D121

B4. WITHDRAWAL FROM VALIDATED PROVISION AT UEA LONDON

To consider
an update on arrangements for the withdrawal from validated provision at UEA London. LTC14D122

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 26 January 2015.

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

<https://portal.uea.ac.uk/committee-office/uea-committees-and-boards/learning-and-teaching-committee/learning-and-teaching-committee-2014-2015>

C1. POSTGRADUATE RESEARCH EXECUTIVE

To receive
a report on the latest activities of the Postgraduate Research Executive, LTC14D123

C2. PARTNERSHIPS

To receive
an update from the Partnerships Office. LTC14D124

C3. QAA QUALITY CODE

To receive
the mapping documents for the following QAA Quality Code Chapter:

B11: Research Degrees - LTC14D125

LTC14A003

C4. HIGHER EDUCATION REVIEW PANEL MEMBERSHIP

To receive

details of membership of the Quality Assurance Agency Review Team for the UEA Higher Education Review in October 2015. LTC14D126

C5. NEW COURSE PROPOSALS AND COURSE CLOSURES

To receive

a report on minor course changes for the following courses:

1. MA Social Work
2. BA Social Work
3. BSc (Hons) Social Psychology with a Year Abroad
4. BSc (Hons) Cognitive Psychology with Year Abroad
LTC14D127

a report on course closure for the following courses:

1. MA Conflict and Conflict Resolution in Intercultural Communication (f/t and p/t)
T1Q190102/T2901202 – LTC14D128
2. MA Conflicts In Intercultural Communication (f/t and p/t) T1Q90101/T290201 –
LTC14D129
3. BA Liberal Arts (Y000) – LTC14D130
4. BA Liberal Arts with Foundation (Y00F) – LTC14D131
5. BEng Energy Engineering with Environmental Management with a Year in Industry
(U1H22A402) – LTC14D132
6. MEng Energy Engineering with Environmental Management (U1H220402) –
LTC14D133
7. Master of Mathematics with a Year in Australia (U1G106402) – LTC14D134
8. Master of Mathematics with a Year in North America (U1G102402) – LTC14D135

C6. FACULTY LEARNING, TEACHING AND QUALITY COMMITTEES

To receive

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

1. HUM LTQC held on 8 October 2014 and 26 November 2014. LTC14D136
2. FMH LTQC held on 1 October 2014 and 26 November 2014. LTC14D137
3. SSF LTQC held on 12 November 2014. LTC14D138

C7. ANNUAL COURSE MONITORING: SCHOOL SUMMARIES (QAR3) 2013/14

To receive

Annual Course Monitoring School Summaries from:

1. Schools in the Faculty of Arts and Humanities
(Undergraduate: AMS, ART, FTM, HIS, LCS, PHI, PSI
Postgraduate: PHI, LCS) – LTC14D139
2. Schools in the Faculty of Social Sciences
(ECO, EDU, DEV, LAW, NBS, PSY, SWK) – LTC14D140

LTC14A003

C8. 5 YEARLY COURSE CONFIRMATION REVIEW REPORTS (CR3) 2013/14

To receive

1. a five yearly course review confirmation report for the MA in Media and Cultural Politics (PPL). LTC14D141
2. a five yearly course review confirmation report for reviews held in the Schools of International Development, Education, Social Work, Norwich Business School and the Centre for Continuing Education. LTC14D142

C9. STUDENT EXPERIENCE COMMITTEE

To receive

a report from the Student Experience Committee LTC14D143

C10. STATISTICAL REPORT ON PLAGIARISM AND COLLUSION CASES AND CONCESSION REQUESTS IN 2013/14

To receive

statistical reports on:

1. Plagiarism and Collusion Cases in 2013/14. LTC14D144
2. Concession requests made in 2013/14. LTC14D145

C11. QUALITY ASSURANCE AGENCY

To receive

- i) UK Quality Code for Higher Education-Part A Setting and Maintaining Academic Standards: The Frameworks for Higher Education Qualifications of UK degree-awarding bodies. LTC14D146
- ii) QAA News and QAA Events update. LTC14D147

C12. OFFICE OF THE INDEPENDENT ADJUDICATOR

To receive

the OIA Good Practice Framework for handling academic complaints and appeals. LTC14D148

C13. SUMMARY OF EXTERNAL EXAMINER APPOINTMENTS 2014-15: UPDATE

To receive

an updated summary of External Examiner Appointments for 2014-15. LTC14D149

SECTION D: RESERVED AGENDA

No items have been received