

08.11.18

Meeting no. 4

Educational Quality Committee

Thursday 8th November 2018 2pm-4pm

Room D111

Part 1 - Preliminary Items		Paper¹	Speaker	Time
1.	* Welcome and apologies and to agree: * (for discussion); # (discuss only matters of importance/concern arising); all others (for information) ²	Verbal	Chair	14.00
2.	* <u>Minutes</u> To approve the minutes of the meeting held on 18 September 2018	Open	Chair	14.05
3.	# <u>Matters Arising</u> To note matters arising from the previous meeting which do not appear elsewhere on the agenda	Open	Chair	
4.	* Chair's Business To receive a report on important institutional business from the Chair	Verbal	Chair	14.10
Part 2 – City Developments, Priorities and Standing Reports		Paper¹	Speaker	
5.	# <u>Education and Student Committee</u> To receive the minutes of the meeting held on 3 October 2018	Open	Chair	
6.	# Education and Student Strategy To receive an update on the redevelopment of the Strategy	Verbal	Chair	14.20
7.	# <u>Student Representation Review</u> To receive an update on the Student Representation Review	Open	VP Education	14.25

8.	#	<u>Student Surveys</u> To receive an update	Closed	Chair	14.30
9.	#	Students' Union Standing Report To receive a report from the Students' Union	Verbal	VP Education	14.35
10.	#	Student and Academic Services Standing Report To receive a report on activities of the Directorate	Verbal	Assistant Director QUAD	14.40
11.	#	LEaD Standing Report To receive a report on the activities of LEaD	Verbal	Dept Director LEaD	14.45
12.	#	Academic Year To receive an update on the review of the academic year	Verbal	Assistant Director QUAD	14.50
13.	#	<u>Assessment Review</u> To receive an update	Open	Dept Director LEaD	14.55
Part 3 - Educational Quality			Paper¹	Speaker	
14.	*	Senate Regulation and Policies 1. To consider a proposed policy on <u>development and review of Senate Quality and Standards policies</u> 2. To receive the <u>Senate Policy Review schedule</u> 3. To note the <u>Research Student Admissions Policy</u> 4. To receive an update on the Extensions and Late Work Policy 5. To receive an update on a review of Interruption of Studies	Open Open Open Verbal Verbal	Assistant Registrar (Quality)/ QUAD Q&S Officer	15.00
15.	#	Assessment Boards To receive an update on the 2017/18 Assessment Boards	Verbal	Assistant Registrar (Quality)	15.15
16.	*	<u>Student References</u> To consider and approve the guidance	Open	Assistant Registrar (Quality)	15.20
17.	#	<u>Programme Developments</u> To consider the summary report for 1. Current Programmes running in 2018/19 2. Programme Suspensions and Terminations in 2017/18	Open	Assistant Director QUAD	

18.	#	Module Evaluation Process Review To receive an update	Verbal	Assistant Registrar (Quality)	15.25
19.	#	<u>Examinations 2017/18</u> To receive a report on examination activity	Open	Chair	15.30
20.	#	<u>Academic Misconduct</u> To receive an update on work to address contract cheating	Open	QUAD Q&S Officer	15.35
21.	*	Annual Programme Evaluation (APE) To consider 1. a proposed approach to the <u>undergraduate APE theme for 2018/19</u> 2. the <u>timeline for the proposed review of APEs for 2018/19</u>	Open	QUAD Q&S Officer	15.40
22.	#	<u>External Examiners</u> To receive the summary of appointments/reappointments for 2018/19	Closed	Assistant Registrar (Quality)	15.45
23.	#	<u>Internal Audit</u> To note the KPI report on Progression	Closed	Director of Internal Audit	15.50
24.	#	<u>University of London Quality Report</u> To note the Quality Enhancement Report for 2017/18	Open	Assistant Director QUAD	
25.	#	<u>Graduate School</u> To receive the minutes of the meeting held in September 2018 note the key developments	Open	Assistant Director QUAD	
26.	#	Lecture Capture To receive an update on Lecture Capture	Verbal	Chair of LEC	
27.	#	Any Other Business			

Next Meetings
 Thurs 7 February 2019 - 2.00pm – 4.00pm
 Thurs 11 April 2019 - 2.00pm – 4.00pm
 Thurs 6 June 2019 - 2.00pm – 4.00pm