

Meeting no. 1

## Educational Quality Committee

Tuesday 13 February 2018 11am - 1pm

Part 1 - Preliminary Items		Paper <sup>1</sup>	Speaker	Time
1	* <b>Welcome and apologies</b> and to <b>agree:</b> *(for discussion); #(discuss only matters of importance/concern arising); all others (for information) <sup>2</sup>	Verbal	Chair	11.00
2	* <b><u>Terms of Reference and Membership</u></b> To <b>approve</b> the terms and reference of membership	Open	Chair	
3	# <b>Minutes and Actions Arising</b>	Open	Chair	11.05
	a) <b><u>To note the minutes of the meeting of the Education and Student Committee held on 9 November 2017</u></b>			
	b) <b><u>To note matters arising from Education and Education Committee business which do not appear elsewhere on the agenda</u></b>			

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4	#	<b><u>Annual Calendar 2017/18</u></b> To <b>note</b> the annual calendar of business and forthcoming work agreed for this academic year	Open	Chair	11.10
5	*	<b>Chair's Business</b> To <b>receive</b> a report on important institutional business from the Chair	Verbal	Chair	11.15
Part 2 - City Developments, Priorities and Standing Reports			Paper <sup>1</sup>	Speaker	Time
6	*	<b><u>Education and Student Committee</u></b> To <b>note</b> the proposed arrangements for communications with the Education and Student Committee and <b>receive</b> an update on priorities, projects and forthcoming work	Closed	Chair	11.20
7	#	<b>Students' Union Standing Report</b> To <b>receive</b> a report from the Students' Union	Verbal	VP Education	11.30
8	#	<b>Student and Academic Services Standing Report</b> To <b>receive</b> a report on activities of the Directorate	Verbal	Assistant Director QUAD	11.35
9	#	<b>LEaD Standing Report</b> To <b>receive</b> a report on activities of LEaD	Verbal	Dept. Director LEaD	11.40
10	#	<b>Undergraduate Assessment Strategy Review</b> To <b>receive</b> an update on the review	Verbal	Dept Director LEaD	11.45

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Part 3 - Educational Quality		Paper <sup>1</sup>	Speaker	Time
11	# Annual Assurance Report to Senate and Council To <b>review</b> <u>of the action plan</u> and <b>agree</b> the next steps  <i><u>Full Annual Assurance Report appended for information only</u></i>	Open	Chair	11.50
12	* <b><u>Senate Assessment Regulations</u></b> To <b>approve</b> a Board of Studies consultation paper	Open	Assistant Registrar (Quality)	12.00
13	* <b>Senate Policies</b>			12.10
	a) <b><u>Periodic Review and Programme Approval, Amendment and Suspension</u></b> To <b>receive</b> an update on the consultation and next steps	Open	Assistant Registrar (Quality)	
	b) <b>Extensions and Late Work</b> To <b>receive</b> an update on the consultation and next steps	Verbal	Assistant Registrar (Quality)	
	c) <b><u>Admissions Policy</u></b> To <b>approve</b> updates to the Policy	Open	Assistant Registrar (Quality)	
14	# <b>Programme Developments</b>			12.20

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	a) <u>To <b>note</b> the schedule of programme approval activity and progress to date</u>	Open	Assistant Director QUAD	
	b) <u>To <b>note</b> the schedule of periodic review activity and progress to date, and <u>Appendix 1 - the forward planning schedule</u></u>	Open	Assistant Director QUAD	
15	* <b>Annual Programme Evaluation (APE)</b> a) <u>To <b>receive</b> an overview and update on the APE process</u>	Open	Assistant Registrar (Quality)	12.25
	b) <u>To <b>consider</b> the quality report for the Undergraduate APEs received for the 2016/17 academic year</u>	Closed	Assistant Registrar (Quality)	
16	* <b><u>Professional, Statutory and Regulatory Bodies</u></b> To <b>note</b> a report from the School of Health Sciences relating to PSRB	Closed	SHS Associate Dean (Education)	12.35
17	# <b>External Examiners</b> To <b>approve</b> the appointment of the Academic Lead for External Examining	Verbal	Chair	
18	# <b>Graduate School</b> To <b>receive</b> the minutes of the meeting held in September 2017, November 2017 and January 2018 and <b>note</b> the key developments	Open	Assistant Director (QUAD)	

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	<u>September 2017</u>			
	<u>November 2017</u>			
	<u>January 2018</u>			
	<u>Key Developments</u>			
19	# Collaborative Provision Committee			
	a) <u>To receive the minutes of the meeting held in November 2017 and note key developments</u>	Open	Assistant Director (QUAD)	
	b) <u>To note the Internal Audit Report on Partnerships 2016/17</u>	Open	Assistant Director (QUAD)	
20	# Any Other Business			

**Dates of next meetings:**

12 April 2018 2pm - 4pm Room AG04

June 2018 2pm - 4pm D427

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