



14.06.18

Meeting no. 3

Educational Quality Committee

Thursday 14 June 2018 2pm - 4pm

Room D427

Part 1 - Preliminary Items		Paper ¹	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 12 April 2018	Open	Chair	14.05

Part 1 - Preliminary Items		Paper ¹	Speaker	Time
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		Paper ¹	Speaker	Time
5.	# <u>Office for Students</u> To receive an update and note the ongoing conditions of registration in relation to quality and standards	Open	Chair	14.15
6.	# <u>Teaching Excellent Framework</u> To note City's response to the sector consultation and receive an update	Closed	Chair	14.20
7.	# Education and Student Committee To receive an update on key matters from the meeting on 6 June 2018	Verbal	Chair	14.25
8.	# <u>Students' Union Standing Report</u> To receive a report from the Students' Union	Open	VP Education	14.30

Part 1 - Preliminary Items			Paper ¹	Speaker	Time
9.	#	Student and Academic Services Standing Report To receive a report on the activities of the Directorate	Verbal	Assistant Director QUAD	14.35
10.	#	LEaD Standing Report To receive a report on the activities of LEaD	Verbal	Deputy Director LEaD	14.40
11.	#	Undergraduate Assessment Strategy Review To receive an update on the review	Verbal	Deputy Director LEaD	14.45
Part 3 - Educational Quality			Paper ¹	Speaker	Time
12.	*	Senate Regulations and Policies	Open	Assistant Registrar (Quality)	14.50
12a	*	To note <u>updates to the Disciplinary Regulation</u>	Open	Assistant Registrar (Quality)	
12b	*	To approve updates to the <u>Fitness to Study Policy and Guidance</u> , and to note the updates to the Regulation	Open	Assistant Registrar (Quality)	
12c	*	To approve the updates to the <u>Programme Assessment Regulations</u>	Open	Assistant Registrar (Quality)	

Part 1 - Preliminary Items		Paper ¹	Speaker	Time
12d	* To consider the outcome of the <u>Assessment Regulation consultation on Failure of a Module</u> and the proposed actions	Open	Assistant Registrar (Quality)	
12e	* To consider the outcome of the consultation on <u>Extensions and Late Participation in Assessment</u> and the proposed actions	Open	Assistant Registrar (Quality)	
13.	* Module Evaluation Process Review To note the report and consider the proposed actions i) Module Evaluation Review <u>update</u> ii) Module Evaluation Review <u>report</u>	Open	Assistant Registrar (Quality)	15.05
14.	* <u>Annual Programme Evaluation (APE)</u> To note the proposals for sharing good practice from APE activity and approve the template.	Closed	Assistant Registrar (Quality)	15.15
15.	# Periodic Review To note the timescales for confirmation of planning schedules for 2018/19 reviews	Verbal	Assistant Registrar (Quality)	
16.	* <u>Complaints and Appeals</u>		Assistant Registrar (Quality)	15.20

Part 1 - Preliminary Items		Paper ¹	Speaker	Time
16a.	* To approve the Admissions Complaints and Appeals Procedure for Applicants	Open	Assistant Registrar (Quality)	
16b.	* To approve the Fee Assessment Review and Appeals Procedure	Open		
16c.	* To receive the Complaints and Appeals report	Closed		
17.	* Internal Audit - Schedule and reports To receive a briefing on Internal Audit and planned 2018/19 activity	Open	Director of Internal Audit	15.30
18.	# Professional, Statutory and Regulatory Bodies (PSRB) To receive the annual PSRB reports and note activity during the 2017/18 PSRB Registers - Summary PSRB Registers - School reports i) Arts and Social Sciences ii) Cass Business School iii) Health Sciences iv) City Law School v) Mathematics, Computer Science and Engineering	Open	Assistant Registrar (Quality)	15.40

Part 1 - Preliminary Items		Paper ¹	Speaker	Time
19.	# <u>Graduate School</u> To receive the minutes of the meeting held in March 2018 and to note the key developments	Open	Assistant Director (QUAD)	15.45
20.	# Collaborative Provision Committee		Assistant Director QUAD	
20a.	# <u>To receive the minutes of the meeting held in March 2018 and note the key developments</u>	Open		
20b.	# <u>To note the Register of Collaborative Provision</u>	Closed		
21.	# Lecture Capture To receive an update on Lecture Capture	Verbal	Chair of LEC	
22.	# Any other business			15.55
	Next meeting - Date to be confirmed			
	Secretary: Helen Fitch E-mail: Helen.Fitch.1@city.ac.uk Telephone: 020 7040 8793			