

# Meeting no. 12 Tuesday 21 April 2020

## Educational Quality Committee Agenda - Meeting 12

Tuesday 21 April 2020 – 14.00–16.00

(Microsoft Teams meeting)

- \* (for discussion);
- # (discuss only matters of importance/concern arising);
- all others (for information)<sup>2</sup>

Item Number	Item type	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	14:00
2.	*	<b>Introduction</b>  To <b>note</b> the arrangements for this meeting and providing feedback on items	Verbal	Chair / Assistant Registrar Quality	
3.	*	<b>Chair's Business</b>  1. To <b>receive a report</b> on important institutional business from the Chair on the University response to Coronavirus 2. To <b>receive the Terms of Reference for the Contingencies and Implementation Quality and Standards Working Group</b>	Open Open	Chair	
Item Number	Item type	Part 2 –Standing Reports	Paper <sup>1</sup>	Speaker	Time
4.	#	<b>Students' Union Standing Report</b>  To <b>receive</b> a report from the Students' Union	Verbal	VP Education	14:30
5.	#	<b>Student and Academic Services Standing Report</b>  To <b>receive</b> a report on activities of the Directorate	Verbal	Head of QUAD	
6.	#	<b>LEaD Standing Report</b>  To <b>receive</b> a report on the activities of LEaD	Verbal	Deputy Director LEaD	

Item Number	Item type	Part 1 - Preliminary Items	Paper <sup>1</sup>	Speaker	Time
Item Number	Item type	Part 3 - Items for consideration/approval	Paper <sup>1</sup>	Speaker	Time
7.	*	<p><b><u>Senate Regulations and Policies</u></b></p> <p>To <b>endorse</b> the updated Student Harassment and Bullying Policy, and 'Student Sexual Misconduct Policy</p>	Closed	Chair	14.40
<p><b>Part 4 - Items for Senate</b></p> <p><b>If you would like to provide comments please email to Helen Fitch by 28 April 2020</b></p>					
Item Number	Item type	4.1 Regulation and Policy	Paper <sup>1</sup>	Speaker	Time
8.	#	<ol style="list-style-type: none"> <li>1. To <b>endorse</b> proposed updates to the <u>Disciplinary Regulation 13</u></li> <li>2. To <b>endorse</b> proposed <u>Programme Regulations for 2020/21: City Law School GDL</u></li> <li>3. To <b>consider</b> the proposals relating to <u>Assessment Regulation 4.7 - Failure of a Module</u></li> </ol>	Open Open Open	Head of QUAD Assistant Registrar Quality Assistant Registrar Quality	
Item Number	Item type	4.2 Reports	Paper <sup>1</sup>	Speaker	Time
9.	#	<p><b><u>Annual Programme Evaluations 2018/19</u></b></p> <p>To <b>approve</b> the summary report for Postgraduate Research Programmes</p>	Open	Assistant Registrar (Quality)	
10.	#	<p><b><u>External Examining 2018/19</u></b></p> <p>To <b>approve</b> the Thematic Report and recommendations</p>	Closed	Assistant Registrar (Quality)	
11.	#	<p><b><u>SHS Raising and Escalating Concerns in Practice Annual Report</u></b></p> <p>To <b>note</b> the report</p>	Open	ADE (SHS)	
Item Number	Item type	4.3 Minutes	Paper <sup>1</sup>	Speaker	Time
12.	#	<p><b><u>Educational Quality Committee</u></b></p> <p>To <b>approve</b> the minutes of the meeting held on 30 January 2020</p>	Open	Assistant Registrar (Quality)	
13.	#	<p><b><u>Education and Student Committee</u></b></p>	Open	Chair/Head of ESSU	

Item Number	Item type	Part 1 - Preliminary Items	Paper <sup>1</sup>	Speaker	Time
		To <b>receive</b> the minutes of the meeting held in February 2020			
14.	#	<b><u>Collaborative Provision Committee</u></b> To <b>receive</b> the minutes of the meeting held in April 2020	Open	Head of QUAD	
15.	#	<b><u>Doctoral College Board of Studies</u></b> To <b>receive</b> the minutes of the meeting held in February 2020	Open	Head of QUAD	
Item Number	Item type	Part 5 - Items for information	Paper <sup>1</sup>	Speaker	Time
16.		<b><u>Matters Arising</u></b> To <b>note</b> matters arising from the previous meeting which do not appear elsewhere on the agenda	Open	Chair	
17.		<b><u>Board of Studies consultations</u></b> To <b>note</b> 1. the updated process for Board of Studies consultations 2. the Lecture Capture Policy consultation has been extended	Open	Assistant Registrar (Quality)	
18.		<b>Internal Audit</b> To <b>note</b> the following Audits taking place <ul style="list-style-type: none"><li>• External examiners - in progress</li><li>• Personal tutoring – in progress</li><li>• APEs and Periodic Reviews - scheduled</li><li>• PI review progression – in progress</li><li>• PI review employability – scheduled</li><li>• PI review satisfaction – scheduled</li></ul>	For info	Director of Internal Audit	
19.		<b>Any Other Business</b>			

Secretary: Helen Fitch

Email: [Helen.Fitch.1@city.ac.uk](mailto:Helen.Fitch.1@city.ac.uk)

Telephone: 020 7040 8793

<sup>1</sup> City, University of London's Publication Scheme, produced in accordance with the Freedom of Information Act 2000, makes clear that the papers and minutes of meetings of Council and Senate and their committees are routinely published on the web. Restricted and closed papers are exempt under the Scheme. All other papers are Open and are published without hesitation on the web. "Restricted" papers are made available to staff. Staff should treat "Restricted" papers as confidential and not to share or discuss them with anyone other than City staff.

<sup>2</sup> Recommendations included in papers not starred and not discussed will be taken as approved.