## Part 1 - Preliminary Items

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| 1. | * Welcome and apologies and to agree:  
   * (for discussion); # (discuss only matters of importance/concern arising); all others (for information)² | Paper¹ | Speaker | Time |
|   |   | Verbal | Chair | 14.00 |
| 2. | * Minutes  
   To approve the minutes of the meeting held on 18 September 2018 | Open | Chair | 14.05 |
| 3. | # Matters Arising  
   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

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| 5. | # Education and Student Committee  
   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. | # Student Representation Review  
   To receive an update on the Student Representation Review | Open | VP Education | 14.25 |
| 8. | # Student Surveys  
   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. | # Assessment Review  
   To receive an update | Open | Dept Director LEaD | 14.55 |
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<tr>
<td><strong>Part 3 - Educational Quality</strong></td>
<td><strong>Paper</strong></td>
<td><strong>Speaker</strong></td>
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<td>14. *</td>
<td><strong>Senate Regulation and Policies</strong>&lt;br&gt;a) To <strong>consider</strong> a proposed policy on development and review of Senate Quality and Standards policies&lt;br&gt;b) To <strong>receive</strong> the Senate Policy Review schedule&lt;br&gt;c) To <strong>note</strong> the Research Student Admissions Policy&lt;br&gt;d) To <strong>receive</strong> an update on the Extensions and Late Work Policy&lt;br&gt;e) To <strong>receive</strong> an update on a review of Interruption of Studies</td>
<td>Open</td>
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<td>15. #</td>
<td><strong>Assessment Boards</strong>&lt;br&gt;To <strong>receive</strong> an update on the 2017/18 Assessment Boards</td>
<td>Verbal</td>
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<td>16. *</td>
<td><strong>Student References</strong>&lt;br&gt;To <strong>consider</strong> and <strong>approve</strong> the guidance</td>
<td>Open</td>
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<td>17. #</td>
<td><strong>Programme Developments</strong>&lt;br&gt;To <strong>consider</strong> the summary report for&lt;br&gt;a) Current Programmes running in 2018/19&lt;br&gt;b) Programme Suspensions and Terminations in 2017/18</td>
<td>Open</td>
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<td>18. #</td>
<td><strong>Module Evaluation Process Review</strong>&lt;br&gt;To <strong>receive</strong> an update</td>
<td>Verbal</td>
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<td>19. #</td>
<td><strong>Examinations 2017/18</strong>&lt;br&gt;To <strong>receive</strong> a report on examination activity</td>
<td>Open</td>
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<td>20. #</td>
<td><strong>Academic Misconduct</strong>&lt;br&gt;To <strong>receive</strong> an update on work to address contract cheating</td>
<td>Open</td>
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<td>21. *</td>
<td><strong>Annual Programme Evaluation (APE)</strong>&lt;br&gt;To <strong>consider</strong>&lt;br&gt;a) a proposed approach to the undergraduate APE theme for 2018/19&lt;br&gt;b) the timeline for the proposed review of APEs for 2018/19</td>
<td>Open</td>
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<td>22. #</td>
<td><strong>External Examiners</strong>&lt;br&gt;To <strong>receive</strong> the summary of appointments/reappointments for 2018/19</td>
<td>Closed</td>
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<td>23. #</td>
<td><strong>Internal Audit</strong>&lt;br&gt;To <strong>note</strong> the KPI report on Progression</td>
<td>Closed</td>
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<td>24. #</td>
<td><strong>University of London Quality Report</strong>&lt;br&gt;To <strong>note</strong> the Quality Enhancement Report for 2017/18</td>
<td>Open</td>
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<td>25. #</td>
<td><strong>Graduate School</strong>&lt;br&gt;To <strong>receive</strong> the minutes of the meeting held in September 2018 <strong>note</strong> the key developments</td>
<td>Open</td>
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<td>26. #</td>
<td><strong>Lecture Capture</strong>&lt;br&gt;To <strong>receive</strong> an update on Lecture Capture</td>
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<td>#</td>
<td>Any Other Business</td>
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<td><strong>Next Meetings</strong></td>
<td>Thurs 7 February 2019 - 2.00pm – 4.00pm</td>
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<td>Thurs 11 April 2019 - 2.00pm – 4.00pm</td>
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<td>Thurs 6 June 2019 - 2.00pm – 4.00pm</td>
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Secretary: Helen Fitch  Email: Helen.Fitch.1@city.ac.uk  Telephone: 020 7040 8793

1 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.  

2 Recommendations included in papers not starred and not discussed will be taken as approved.