

EDUCATIONAL QUALITY COMMITTEE AGENDA - MEETING 3
Thursday 14 June 2018 – 14.00-16.00
Room D427

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.	* Minutes To approve the minutes of the meeting held on 12 April 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		Paper¹	Speaker	
5.	# Office for Students To receive an update and note the ongoing conditions of registration in relation to quality and standards	Open	Chair	14.15
6.	# Teaching Excellence Framework 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 key matters from the meeting on 6 June 2018.	Verbal	Chair	14.25
8.	# Students' Union Standing Report To receive a report from the Students' Union	Open	VP Education	14.30
9.	# Student and Academic Services Standing Report To receive a report on activities of the Directorate	Verbal	Assitant Director QUAD	14.35
10.	# LEaD Standing Report To receive a report on the activities of LEaD	Verbal	Dept Director LEaD	14.40
11.	# Undergraduate Assessment Strategy Review To receive an update on the review	Verbal	Dept Director LEaD	14.45
Part 3 - Educational Quality		Paper¹	Speaker	
12.	* Senate Regulation and Policies a) To note updates to the Disciplinary Regulation b) To approve updates to the Fitness to Study Policy and Guidance, and to note the updates to the Regulation c) To approve updates to the Programme Assessment Regulations	Open	Assistant Registrar (Quality)	14.50

	d) To consider the outcome of the Assessment Regulation consultation on Failure of a Module and the proposed actions			
	e) To consider the outcome of the consultation on Extensions and Late Participation in Assessment and the proposed actions			
13.	* Module Evaluation Process Review To note the report and consider the proposed actions	Open	Assistant Registrar (Quality)	15.05
14.	* Annual Programme Evaluation (APE) To note and 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	Assitant Director QUAD	
16.	* Complaints and Appeals a) To approve the Admissions Complaints and Appeals Procedure for Applicants b) To approve the Fee Assessment Review and Appeals Procedure c) To receive the Complaints and Appeals report	Open Open Closed	Assistant Registrar (Quality)	15.20
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 To receive the annual PSRB reports and note activity during 2017/18	Open	Assistant Registrar (Quality)	15.40
19.	# Graduate School To receive the minutes of the meeting held in March 2018 note the key developments	Open	Assitant Director QUAD	15.45
20.	# Collaborative Provision Committee a) To receive the minutes of the meeting held March 2018 and note the key developments b) To note the Register of Collaborative Provision	Open Closed	Assitant Director QUAD	
21.	# Lecture Capture To receive an update on Lecture Capture	Verbal	Chair of LEC	
22.	# Any Other Business			15.55

Next Meeting

14 June 2018 2pm-4pm – D427

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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.