Educational Quality Committee 6-6-19

Meeting no. 8

Educational Quality Committee

Thursday 6th June 2019 2pm - 4pm

Room EM01

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.	#	**Minutes** To **approve** the minutes of the meeting held on 11 April 2019	Open	Chair	
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	14.05
Part 2 – City Developments, Priorities and Standing Reports			**Paper[1]**	**Speaker**	**Time**
5.	#	**Education and Student Committee** To **receive** an update on key developments, current and planned activities	Verbal	Head of Student Experience & Engagement	14.10

6.	*	**Taught Student Attendance and Engagement Policy**
		
		To **consider** the
		
		1. current proposals
		     2. draft Count Me In Policy
		     3. action plan
			Open	Head of Student Experience & Engagement	14.15

Part 1 - Preliminary Items			Paper[1]	Speaker	Time
7.	#	**Students' Union Standing Report** To **receive** a report from the Students' Union	Open	VP Education	14.25
8.	#	**Student and Academic Services Standing Report** To **receive** a report on activities of the Directorate	Verbal	Assistant Director QUAD	14.30
9.	#	**LEaD Standing Report** To **receive** a report on the activities of LEaD	Verbal	Dept Director LEaD	14.35
10.	#	**Academic Year** To **receive** an update on the review of the academic year	Verbal	Quality and Standards Officer	14.40
11.	*	**Ethics approval for research undertaken by students on taught programmes** To **consider** a paper on Research Ethics for Student Work	Open	Assistant Director QUAD	14.45
12.	#	**Assessment Review** To **receive** an update on each School's activities	Open	Dept Director LEaD	14.50
13.	*	**Academic Integrity and Misconduct** To **receive** a report from the Contract Cheating Working Group and **approve** the recommendations	Open	Quality & Standards Officer	14.55
14.	#	**Employability in the Curriculum**	Verbal	Chair/Head of Careers	15.00
Part 3 - Educational Quality			Paper[1]	Speaker	Time

15.	*	**Senate Regulations**
		
		To **consider** regulatory updates for 2019/20:
		
		1. Assessment Regulations
		    2. Programme Regulations
		       1. 2019-20 Programme Regs Cass for EQC
		       2. 2019-20 Programme Regs SHS for EQC
		       3. 2019-20 School Programme Regs SMCSE for EQC
		       3. Student Appeals Regulations
		    0. Senate Regulation 20 Appeals Procedures Taught Programmes
			Open	Assistant Director QUAD a) b) Head of Student Experience & Engagement c)	15.05

Part 1 - Preliminary Items			Paper[1]	Speaker	Time
		1. Senate Regulation 20b Student Appeals Procedures Validated Programmes 2. Senate Regulation 21 Student Appeals Research Programmes 3. Senate Regulation 21b Student Appeals Research Programmes Validated Institutions			

16.	*	**Senate Policies**
		
		1. To **consider** (i) summary of updates to the Extensions and Late Work Policy and (ii) the draft Policy
		    2. To **consider** updates to the Academic Misconduct Policy
		    3. To **consider** (i) the rationale for the new policy and (ii) a draft Fraud in Admissions Policy
			Open	Quality & Standards Officers / Assistant Director QUAD	15.10

17.	#	**Annual Programme Evaluation (APE)**
		
		1. To **consider** the report for 2017/18 Taught Postgraduate and Research APEs
		    2. To **note:**
		    1. the summary of APE updates for 2018/19 and the
		        2. Undergraduate APE Form
		        3. Taught Postgraduate APE Form
		        4. Guidance for 2018/19 Taught APEs
			Open	Quality & Standards Officer	15.20

18.	#	**External Examiners** To **consider** the thematic report for 2017/18	Open	Assistant Director QUAD	15.35
19.	#	**Programme Approval** To **receive** the schedule of forthcoming UPAC dates	Open	Assistant Director QUAD	
20.	#	**Professional, Statutory and Regulatory Bodies (PSRBs)** To **receive** the updated Registers 1. SASS PSRB Register May 2019 2. Cass PSRB Register May 2019	Open	Quality and Standards Officer	

Part 1 - Preliminary Items			Paper[1]	Speaker	Time
		3. SHS PSRB Register May 2019 4. CLS PSRB Register May 2019 5. SMCSE PSRB Register May 2019 6. LEaD PSRB Register May 2019			

21.	#	**Internal Audit**
		
		1. To **receive** the following reports:
		    1. Student Appeals
		        2. Assessment Boards
		        3. Admissions
		        4. UKVI
		    2. To **consider** the draft Schedule for 2019/20
			Closed	Director of Internal Audit	15.40

22.	#	**Student Casework 2018 Report** To **receive** the annual report	Open	Head of Student Experience & Engagement	15.50
23.	#	**Collaborative Provision Committee** To **receive** the minutes of the meeting held in March 2019 and **note** key developments	Open	Assistant Director QUAD	
24.	#	**Graduate School Committee** To **receive** the minutes of the meetings held in February and May 2019 and **note** key developments	Open	Assistant Director QUAD	
25.	#	**EU Web Accessibility Directive** To **receive** an update on the EU Web Accessiblity Directive		Associate Dean for Education Excellence and Innovation (SHS)	15.55
26.	#	**Any Other Business**			
Next Meeting			September 2019 date t.b.c.		

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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.