

Education, Quality & Standards Committee

Tuesday, 25th October 2022 2:15 pm

Council Chamber | Education, Quality & Standards Committee

Attendees

Attended

James Arthur

Ian Blenkarn

Christopher Bonfield

Georgina Eggleston

Nathalia Gjersoe

Marion Harney

Momna Hejmadi

Julia Kildyushova

Jura Neverauskaite

Gregory Noakes

Rachel Sheer

Katrin White

Did Not Attend

Julian Chaudhuri

Ryan Lucas

Timothy Wakeley

Agenda and Notice of Meeting

Minute by Gregory Noakes

The Chair welcomed everyone to the meeting and confirmed that a quorum was present.

238.0 Declarations of Interest

Purpose -

Minute by Gregory Noakes

No members had any conflicts of interest to declare in any items of business being discussed on the agenda.

239.0 Minutes of the Previous Meeting

Purpose - For Approval

Minute by Gregory Noakes

The minutes of the previous meeting of EQSC held on 27th September 2022 were approved.

240.0 Actions and Matters Arising

Purpose -

Minute by Gregory Noakes

The update on actions and matters arising from previous meetings was noted.

241.0 Standing items of Business

Purpose -

Minute by Gregory Noakes

The SU Officers reported that they had received some complaints regarding the quality of lecture recordings. However, it was not clear which lectures this was referring to.

The Chair of Curriculum Transformation reported that the Curriculum Transformation project was proceeding smoothly according to plan and that there were no issues to report.

242.0 Degree Apprenticeships

Purpose -

Minute by Gregory Noakes

It was noted that an Ofsted follow-up inspection for degree apprenticeships was likely to occur within the next six months. Currently degree apprenticeships formed only a small part of faculty

provisions, but EQSC still had to ensure that the quality and standards were appropriate.

It was questioned whether an oversight group would be useful and, if so, who would be most appropriate to include within its membership. The Degree Apprenticeships Compliance Manager explained that they currently sat in Academic Registry and dealt with relevant Directors of Studies. Following the Ofsted inspection individuals responsible for delivery were feeling more pressure so an oversight group might provide useful support to them as well as helping to ensure consistency across all departments. It was suggested that the oversight group would also be responsible for providing assurance to EQSC on degree apprenticeships.

A question was asked on how degree apprenticeship feedback was captured, and the Degree Apprenticeships Compliance Manager explained that this was collected by the apprenticeship service.

243.0 Examinations 2022/23

Purpose - For Approval

Minute by Gregory Noakes

The proposed principles for late submission penalties were discussed. It was noted that the University needed to be wary that in case of emergency systems would need to be able to revert back to fully online if needed. However, in the context of what was largely a return to in-person exams it was anticipated that late submissions would affect only a relatively small minority of students. This year it was predicated that 33% of exams would be online which was significantly lower than last year where only 2% of users had issues related to this. It was noted that moving forward assessment design should work towards phasing out formatting and uploading of documents as part of online exams.

The two options proposed in the paper were discussed and it was instead agreed that a sliding scale should be used with a 5% penalty for five minutes after the deadline, a 10% for ten minutes over the deadline, and beyond this the mark should be capped at no higher than a pass. In addition, anything submitted after thirty minutes should be recorded as a non-submission. The Head of Registry agreed to write this up and circulate to the committee for final approval.

In response to a question, it was confirmed that where technical issues could be proven to have occurred this would be grounds for an appeal.

Action by Gregory Noakes

EQSC A5

Action Description - To write up the late submission penalties and circulate to the committee for final approval.

Action Status - Done | Action Completed Date - 30 Nov 2022 | Assigned to - Gregory Noakes

244.0 QA53 amendments 2022/23

Purpose - For Approval

Decision by Gregory Noakes

Amendments to the QA Code of Practice for Examination and Assessment Offences (QA53) were approved.

245.0 IMC

Purpose - For Approval

Decision by Gregory Noakes

The principles for amendments to the Individual Mitigating Circumstances and Assessment (IMCA) were approved.

246.0 Undergraduate Degree Outcomes

Purpose - For Approval

Minute by Gregory Noakes

It was noted that the undergraduate degree outcome statements may be subject to further changes after this meeting before they go to Senate.

Decision by Gregory Noakes

The undergraduate degree outcome statements were approved for onwards recommendation to Senate.

247.0 TEF 2023 Update

Minute by Gregory Noakes

It was reported that a recent Teaching Excellent Framework workshop had been held last week and this was currently being written up.

248.0 Graduate Outcomes

Purpose -

Minute by Gregory Noakes

This was noted without discussion.

249.0 Sector Updates

Purpose -

Minute by Gregory Noakes

This was noted without discussion.

250.0 Minutes of Committees - EQSC 2223

Purpose -

Minute by Gregory Noakes

This was noted without discussion.

251.0 Programme of Meetings

Purpose -

Minute by Gregory Noakes

The dates of meetings for the rest of the year were noted without discussion.

252.0 Any Other Business

Purpose -

Minute by Gregory Noakes

The Assistant Registrar (Academic Quality & Standards) reported it had been identified that

most exam boards were going to be online which currently was at odds with the code of practice. There was a need for a decision to be made to determine whether the code should be amended to reflect new practice or if exam boards should return to in-person. It was accepted that for the upcoming exam period it was too late to change anything so any decision would then take affect for semester two exams.

In response to a question, it was confirmed that there were no concerns at this time that exams board being held online would affect quality.

Decision by Gregory Noakes

It was suggested and agreed that the code of practice should be amended to reflect new practice. However, external examiners should retain and be given the option to visit campus should they wish to. This was agreed as transitional for this year and would be further reviewed at a later date.

Action by Gregory Noakes

EQSC A6

Action Description - To amend the code of practice to allow exam boards to be held online.

Action Status - Not Started | Due by - 10 Jan 2023 | Assigned to - Georgina Eggleston