

**Meeting: LEARNING, TEACHING & QUALITY COMMITTEE**

**Date and Time: 16 July 2019 at 10:15am**

**Place: 4 West 1.2**

<b>Present</b>	<p>Dr Steve Cayzer Dr Philip Cooper Dr Christine Edmead</p> <p>Prof Andrew Heath Prof Richard Joiner Dr Richard Kamm Prof Peter Lambert (Chair) Ruqia Osman Rachel Sheer Dr Cassie Wilson</p>	<p>Director of Studies, Department of Mechanical Engineering Associate Dean (Learning &amp; Teaching), School of Management National Teaching Fellow, Department of Pharmacy &amp; Pharmacology Academic Director, Centre for Learning &amp; Teaching Director of Learning &amp; Teaching, Department of Psychology Director of Teaching (PGT), School of Management Pro-Vice-Chancellor (Learning &amp; Teaching) Education Officer, Students' Union Assistant Director, Academic Registry Associate Dean (Learning &amp; Teaching), Faculty of Humanities &amp; Social Sciences</p>
<b>In attendance</b>	<p>Stephanie Rose (Secretary) Georgina Eggleston Dr John Brice</p>	<p>Projects Officer, Academic Registry Assistant Director, Academic Registry Head of Doctoral Development &amp; Student Experience, Doctorial College (minute 1213)</p>
<b>Apologies</b>	<p>Eve Alcock Dr Marianne Ellis</p> <p>Dr John Harris Dr Alan Hayes Prof Momna Hejmadi Jiani Zhou</p>	<p>President, Students' Union Associate Dean (Learning &amp; Teaching), Faculty of Engineering &amp; Design Director of Academic Registry Associate Dean (Learning &amp; Teaching), Faculty of Science Director of Studies, Department of Biology &amp; Biochemistry Postgraduate Officer, Students' Union</p>
<b>Observing</b>	<p>Suzanne Jacobs Dr Andy Pitchford Kate Norris Tanju Sen Charlie Slack</p>	<p>Assistant Registrar, Humanities &amp; Social Science Head of Learning &amp; Teaching, Centre for Learning &amp; Teaching Head of Registry Services, Academic Registry (to minute 1206) Projects Officer, Academic Registry Student Voice Manager, Students' Union</p>

**ACTION**

**1195. WELCOME**

The Chair welcomed colleagues, and introductions were made and apologies received.

The Assistant Director (Rachel Sheer) attended the meeting as the Director of Academic Registry's nominated alternate.

**1196. REQUEST FOR EXEMPTION TO THE NEW FRAMEWORK FOR ASSESSMENT REGULATIONS – POSTGRADUATE ONLINE COURSES (NFAAR-PGOLC)**

The Committee noted Paper ULTQC 18/19-92 was to be circulated by email to members for consideration outside of the meeting.

**Secretary**

**1197. QUALITY ASSURANCE CODE OF PRACTICE**

**(i) Continued Alignment of Quality Assurance Activity**

The Committee considered Paper ULTQC 18/19-93a, and agreed the continuation of reporting requirements for the Quality Assurance Code of Practice (QA CoP), as outlined in Appendix 1. These would apply from 2019/20 onwards, and remain in place until the full replacement of the QA CoP.

**(ii) Updates to the Quality Assurance Code of Practice**

The Committee considered Paper ULTQC 18/19-93a, and agreed to:

- a. Approve the amendments to statement contents, as listed in Appendix 1 and Appendix 2, for implementation for academic year 2019/20.
- b. Receive updates during 2019/20 to QA CoP statements QA7 Research Degrees, QA35 Conduct of Examinations, QA48 Student Engagement with Quality Assurance and Enhancement, and QA55 Careers Education, Information, Advice and Guidance.

**1198. UPDATES ON SECTOR DEVELOPMENTS IN HIGHER EDUCATION**

The Committee noted the update on sector developments as provided in Paper ULTQC 18/19-99.

**1199. DATES OF MEETINGS FOR 2019/20**

The Committee noted the next meeting of ULTQC would take place on 24 September 2019.

**1200. ANY OTHER BUSINESS**

The Chair thanked the outgoing Associate Dean (Engineering & Design) and Associate Dean (Science) in absentia for their contributions to ULTQC.

There was no other business.

Following consideration of FOIA and reserved business the meeting concluded at 12.15pm.

Chair..........Date.....24/9/19.....