

# UNIVERSITY OF ULSTER

## ACADEMIC STANDARDS AND QUALITY ENHANCEMENT COMMITTEE

A meeting of the Academic Standards and Quality Enhancement Committee will be held on Monday 17 June 2019 at **2.00 pm by video-conference in BA-02-012 (Belfast), H113A (Coleraine), 12G02 (Jordanstown), and MD122 (Magee).**

G KENDALL  
ACADEMIC OFFICE

### AGENDA

#### UNRESERVED

#### 1 MINUTES

To receive the minutes of the meeting held on 13 March 2019 (previously circulated).

Correction to min 19.16 (a) in relation to MSc Dietetics – ‘300 credit point’ to read ‘315’ and ‘180’ to read ‘200’.

Correction to Action Sheet – Minute ‘19.20’ to read ‘19.10’.

#### 2 MATTERS ARISING

##### 19.08 Self-certification of Illness by Students

See Agenda item 4.

##### 19.09 Designation of Reading Days

Senate has agreed to consider any reading days in advance of the following academic year.

##### 19.10 Compulsory undergraduate dissertation/project

Senate has delegated its responsibility to permit departures from the requirement for a compulsory dissertation/project in Honours degrees to ASQEC.

##### 19.13 Outstanding Final Evaluation and Revalidation Document from 2017/18

The outstanding documentation for revalidation unit 16D has been received and was signed-off on 29 May 2019.

##### 19.17 Ordinance XLII Fitness to Practise

Senate agreed the revisions to Ordinance XLII and recommended approval to Council. It was suggested, at Senate, that the Ordinance might be further revised to include students’ responsibilities to disclose health issues. It was noted that some regulators have their own Fitness to Practise requirements and require sign off by students about their health on an annual basis. The Students’ Union indicated that it was uncomfortable with mandating students

to disclose illnesses. It was agreed that there should be further discussion at ASQEC regarding health disclosure.

Paper No ASQEC/19/12

*In attendance to present: Professor O Barr and Ms C McGoran*

19.18 Revision of Regulations for the Classification of Integrated Master's Courses

Senate approved the revision to Regulation 27 of the Regulations for Integrated Master's Degrees to add a third-class Honours band.

19.19 English Language Policy for Admissions to Taught Courses

To note that the policy has been revised (received by APAG 23 May 2019).

3 CHAIR'S COMMUNICATIONS

a) External Moderation of Assessment

Matter referred from the Learning and Teaching Committee.

b) QAHE Recognised Teacher Nominations

4 SELF-CERTIFICATION OF ILLNESS BY STUDENTS

Senate approved a recommendation from ASQEC permitting self-certification of short periods of illness by students and consequent revision to Regulations (min 19.08 refers).

To consider a revised EC1 form and progress report.

Paper No ASQEC/19/13

*Presenter: Ms R Wasson*

5 ACADEMIC PLANNING ADVISORY GROUP

To consider the report from the meetings of the Advisory Group held on 22 March 2019 and 23 May 2019.

Paper No ASQEC/19/14

*Presenter: Professor B Murphy*

6 COURSE APPROVAL

6.1 Course Approvals

To endorse the recommendations of 2018/19 evaluation / revalidation panels for events where the Panel Chair has confirmed that the conditions and recommendations have been satisfactorily addressed.

Paper No ASQEC/19/15a)

*Presenter: Mr G Kendall*

## 6.2 Final Evaluation / Revalidation Documents

To consider a statement on progress made in relation to the submission of final evaluation/revalidation documents for 2018/19.

Paper No ASQEC/19/15b)

*Presenter: Mr G Kendall*

## 6.3 Extensions of Approval

To consider requests for one-year extensions to the periods of approval for the following:

MSc Business Development and Innovation Paper No ASQEC/19/15c)

*Presenter: Professor H Farley*

FdSc in Horticulture (CAFRE) Paper No ASQEC/19/15d)

*Presenter: Professor A McKillop*

FdEng Civil Engineering (NWRC) Paper No ASQEC/19/15e)

*Presenter: Mrs M Paris*

To note that Chair's action has been taken on behalf of ASQEC to approve the one-year extensions to the periods of approval for the following:

BSc Hons Biology; MSci Hons Biological Sciences Paper No ASQEC/19/15f)

PgCert Higher Education Practice Paper No ASQEC/19/15g)

BSc Hons Business Technology Paper No ASQEC/19/15h)

Policing Studies (Revalidation unit 26K) Paper No ASQEC/19/15i)

BSc Hons Interactive Media Paper No ASQEC/19/15j)

## 6.4 Course Revisions

To note course revisions and new short-course modules approved by Faculties and ADDL. Paper No ASQEC/19/15k)

## 7 DEPARTURES AND VARIATIONS FROM THE UNIVERSITY'S REGULATORY FRAMEWORK

To consider the following proposed departures/variatioins:

### a) FdSc in Integrative Counselling Practice (Part-time)

To consider a request from the Faculty of Arts, Humanities and Social Sciences for the CertHE exit award to be titled 'Counselling Studies', which differs from the primary award. Paper No ASQEC/19/16a)

*Presenter: Professor R Fee*

b) Undergraduate Law dissertation proposal

To consider a request from the Faculty of Arts, Humanities and Social Sciences to change the status of the final year dissertation to optional on the LLB programmes. Paper No ASQEC/19/16b)

*Presenter: Professor R Fee*

c) MSc Dental Disciplines

To consider a request from the Faculty of Life and Health Sciences to vary the University regulation governing classification of final result in Master's degrees. Paper No ASQEC/19/16c)

*Presenter: Professor A McKillop*

d) MSc Data Science

To consider a request from the Faculty of Computing, Engineering and the Built Environment for a variation to the standard regulations for master's programmes, for MSc Data Science. Paper No ASQEC/19/16d)

*Presenter: Dr M Black*

8 REVISION OF REVALIDATION / EVALUATION DOCUMENTATION FOR 2019/20

To consider a paper. Paper No ASQEC/19/17

*In attendance to present: Dr R Curran*

9 CONTINUOUS ASSURANCE FOR ENHANCEMENT CYCLE (CAEC): REVIEW OF 2018 IMPLEMENTATION AND PLANS FOR OPERATION IN 2019

To consider a paper. Paper No ASQEC/19/18

*Presenter: Mrs N Bartholomew*

10 STUDENT PARTICIPATION IN NATIONAL SURVEYS 2019

To note the 2019 response rates for the National Student Survey and the Postgraduate Taught Experience Survey. Paper No ASQEC/19/19

11 COLLABORATIVE PARTNERSHIPS FORUM

To consider the report from the meeting of the Forum held on 10 April 2019. Paper No ASQEC/19/20

*Presenter: Mrs M Paris*

12 CONTINUAL ASSURANCE OF QUALITY ENHANCEMENT (CAQE) FOR VALIDATED PROVISION – PILOT OPERATIONAL PLAN

To approve the proposed pilot.

Paper No ASQEC/19/21

*Presenter: Mrs N Bartholomew*

13 CITY COLLEGE DOHA, QATAR

To receive a report from a Stage 1 Faculty Scrutiny event held on 24 May 2019 and to note that Chair's action has been taken on behalf of ASQEC to approve the proposal's completion of Stage 1.

Paper No ASQEC/19/22

*Presenter: Mrs N Bartholomew*

14 PROPOSAL FOR AN AFFILIATE STUDENT STATUS

To receive a discussion paper for a proposal for an Affiliate Student status for students at Affiliate Colleges.

Paper No ASQEC/19/23

*Presenter: Mrs N Bartholomew*

15 INSTITUTIONAL RE-APPROVAL: Hong Kong University (SPACE)

To receive the report for the Institutional Re-approval of HKU SPACE.

Paper No ASQEC/19/24

*Presenter: Mrs N Bartholomew*

16 PRIZES AND AWARDS

To note proposals for new prizes approved by Chair's actions. Paper No ASQEC/19/25

17 DATES OF SEMESTERS 2019/20 – 2024/25

To consider the proposed dates of semesters for 2024/25. Paper No ASQEC/19/26

*Presenter: Mr AG Faulkner*

18 DATES OF MEETINGS 2019/20

To note that Senate will consider dates of meetings for the Committee on 26 June 2019.

13 June 2019

GK/AGF/lv