

## ULSTER UNIVERSITY

### COLLABORATIVE PARTNERSHIPS FORUM

A meeting of the Collaborative Partnerships Forum will be held on Tuesday 23 January 2018 at 10.15 a.m. in Room M002 Octagon, Coleraine Campus.

**Hugh Deighan**  
**Quality Management and Audit Unit**

#### AGENDA

1. MINUTES

To receive the minutes of the meeting held on 4 October 2017 (previously circulated).

2. MATTERS ARISING

3. CHAIR'S COMMUNICATIONS

4. APEL SUBMISSIONS PROFORMA

[CPF/18/01](#)

To receive a proforma to close the loop on APEL submissions.

5. ANNUAL NOTIFICATION OF COURSE DELIVERY TEAM

[CPF/18/02](#)

To receive a proforma detailing the course delivery team.

6. AUDIT OF GCSE EVIDENCE FOR 2017 ENROLMENT

[CPF/18/03](#)

To consider a paper on the outcomes from the audit of GCSE evidence for students enrolled on the 2017/18 academic year.

7. STUDENT RETENTION AND SUCCESS

To consider a paper on student retention and success after resit boards.

[CPF/18/04](#)

To consider a paper on 2Y3S attrition and success.

[CPF/18/05](#)

8. RESPONSIBILITIES OF HE CO-ORDINATORS

[CPF/18/06](#)

To consider a paper on the role of the HE Co-ordinator on the CPF.

9. ANNUAL COURSE REVIEW 2016/17

[CPF/18/07](#)

To consider a paper summarising the outcomes from the 2016/17 annual course review.

10. UNIVERSITY EXPECTATIONS OF STAFF TEACHING ON ULSTER  
UNIVERSITY APPROVED PROGRAMMES

[CPF/18/08](#)

To consider a paper on Ulster University expectations of staff teaching on validated programmes.

11. CONVENTIONS FOR THE NAMING OF STAFF AND STUDENTS IN  
MINUTES

[CPF/18/09](#)

To consider a paper on conventions for the identification and naming of staff and students and related issues in minutes of committee meetings.

12. MARKETING ACTIVITY

To receive an oral report on marketing activity.

13. MATTERS ARISING FROM INFORMATION PAPERS

**CPF INFORMATION PAPERS**

The following papers are for information only and will not be presented to the CPF. Should members wish to query any item from these papers, they should do so under agenda item 13.

Reports on Faculty Activity

Partner Institution Reports on Collaborative Activity