

UNIVERSITY OF ULSTER

ACADEMIC STANDARDS AND QUALITY ENHANCEMENT COMMITTEE

A meeting of the Academic Standards and Quality Enhancement Committee will be held on Monday 23 October 2017 at 2.00 pm by video-conference in BA-02-0212 (Belfast), H113A (Coleraine), 07C03 (Jordanstown), and MD008A (Magee).

C AVERY
ACADEMIC OFFICE

AGENDA

UNRESERVED

1 MINUTES

To receive the minutes of the meeting held on 20 June 2017 (previously circulated).

To note the following corrections and additions:

Min 17.34 Course Approval Matters

It should be noted that 'the Committee (under delegated authority from Senate) also approved recommendations for the approval of two new courses and re-approved provision in four revalidation units together with extensions to the period of approval for five units (14 courses) and noted course revisions as set out in paper ASQEC/17/12.

Min 17.35 Your Tutor

'Your Tutor' should be inserted between the inverted commas in para 2.

Min 17.53 Collaborative Partnership Forum

Para 2 should read "It was recommended to Senate that the status of 'Associate College' be removed and that Ordinance XXVIII be revised accordingly, as the title has never been conferred on a partner in recent years".

2 TERMS OF REFERENCE AND MEMBERSHIP

To consider proposed revisions to the terms of reference to include academic planning matters and to note the membership for 2017/18. Paper No ASQEC/17/32

3 MATTERS ARISING

Min 17.12 Extenuating Circumstances

To note that the extenuating circumstances policy was circulated to members but no comments were received.

- Min 17.26 Sub-Committees
- Min 17.42 Consumer and Marketing Authority (CMA) Guidance: Course Closure and Revision
- Min 17.43 Institutional Re-Approval of Belfast Metropolitan College
- Min 17.48 Invigilation of Examinations
- Min 17.52 Dates of Semesters 2023

To approve the change of the Supplementary Examinations period to 16 – 24 August 2023 (previously approved as 23 – 31 August 2023) in line with the standard pattern.

4 CHAIR'S COMMUNICATIONS

5 COURSE APPROVAL

5.1 Academic Planning Advisory Group

To consider the report from the meeting of the Advisory Group held on 27 September 2017. Paper No ASQEC/17/33a)

5.2 Course Approvals

To note that Chair's action had been taken in relation to the recommendations of one revalidation and five evaluation panels and to consider the recommendation from one evaluation panel. Paper No ASQEC/17/33b)

5.3 To note course revisions and new short-course modules approved by Faculties and ADDL. Paper No ASQEC/17/33c)

5.4 To consider a statement on the submission of outstanding final evaluation/revalidation documents from 2016/17 and 2014/15. Paper No ASQEC/17/33d)

5.5 To note that Chair's action has been taken to approve one-year extensions, to include the September 2018 intake, to the periods of approval for the following:

- Postgraduate Certificate in Education (Further Education); Certificate in Teaching (unit 9A);
- Postgraduate Diploma in Housing;
- Postgraduate Certificate in Education for Nurses and Midwives (unit 22E);
- BSc Hons Cinematic Arts (unit 7B).

5.6 Professional, Statutory and Regulatory Body Accreditation

To receive a summary report on activity in the 2016/17 academic year and the schedule for 2017/18. Paper No ASQEC/17/33e)

5.7 Validated Provision (2017 Intake)

To receive the Schedule to Ordinance XXVIII: Recognition of Institutions.
Paper No ASQEC/17/33f)

5.8 Departures and Variations from the University's Regulatory Framework

To consider the following proposed departures/variatioins:

5.8.1 Diploma in Foundation Studies (with named pathways)

Approval of a lower minimum standard of English language for entry to the International Foundation Programme. Paper No ASQEC/17/33gi)

5.8.2 LLM Access to Justice

Approval for the title of the Postgraduate Certificate exit award to differ from that of the parent course. Paper No ASQEC/17/33gii)

5.8.3 MSc Public Service Leadership and Innovation

Approval of non-exemption from part of the programme.
Paper No ASQEC/17/33giii)

6 COLLABORATIVE PARTNERSHIPS FORUM

To consider the report from the meeting of the Forum held on 4 October 2017.
Paper No ASQEC/17/34

7 POSTGRADUATE TAUGHT EXPERIENCE SURVEY (PTES)

To consider the report on the outcomes of the 2017 Survey. Paper No ASQEC/17/35

8 MODULE FEEDBACK SURVEY

To consider the summary results of the 2016/17 Survey (min 17.39 refers).
Paper No ASQEC/17/36

9 EXAMINATIONS AND ASSESSMENT

9.1 Examinations and Appeals

To receive the annual report for 2015/16. Paper No ASQEC/17/37a)

9.2 Plagiarism Offences

To receive the annual report for 2016/17. Paper No ASQEC/17/37b)

9.3 External Examiner Nominations

To receive the annual report for 2016/17. Paper No ASQEC/17/37c)

10 CONFERMENT OF RECOGNISED TEACHER STATUS

To receive the annual report for 2016/17.

Paper No ASQEC/17/38

11 PRIZES AND AWARDS

11.1 To receive the annual report for 2016/17.

Paper No ASQEC/17/39a)

11.2 To consider proposals for new and amended prizes.

Paper No ASQEC/17/39b)

12 DATES OF MEETINGS

To note the dates of meetings for the remainder of 2017/18:

Monday 4 December 2017 2.00 pm BA-02-112 (BT), H113A (CE), 08H09 (JN), MD008A (ME)

Wednesday 14 March 2018 10.15 am BA-02-112 (BT), H113A (CE), 08H09 (JN), MD008A (ME)
(re-scheduled)

Wednesday 13 June 2018 1.15 pm BA-02-112 (BT), H113A (CE), 08H09 (JN), MD008A (ME)
(rescheduled)

18 October 2017

AGF/CA/lh