

## UNIVERSITY COMMITTEE ON TEACHING AND LEARNING

A meeting of the University Committee on Teaching and Learning will be held on **Wednesday 8 November 2017** at **2.00 pm** in the **Committee Room 2, University Office**.

Miss Emma Hay, Administrative Officer  
(extn. 3610; e-mail e.hay@abdn.ac.uk)

### AGENDA

#### FOR DISCUSSION

1. **Approval of the minutes of the meeting held on 13 September 2017** (*UCTL/081117/001*)
2. **Health & Safety** (*Oral Update*)
3. **Student Experience Paper** (*UCTL/081117/002*)

Members of the Committee are asked to discuss this paper noting, however, that it remains in draft form.

4. **Learning Analytics Policy** (*UCTL/081117/003*)
5. **Enhancement-Led Institutional Review (ELIR)** (*Oral Update*)

Members of the Committee will be provided with an update on preparations for ELIR and asked to discuss the new **Enhancement Theme** (Evidence-based Enhancement), particularly in regards to (i) the definition of 'evidence' and (ii) how the University might use the Enhancement Theme to develop the sharing of Good Practice across the Institution.

6. **The Revised UK Quality Code for Higher Education**

The UK Standing Committee for Quality Assessment is consulting on a new approach to the Expectations of the Quality Code. The current UK Quality Code for Higher Education was developed in 2012 and sets the quality and standards for UK higher education provision at home and overseas. The Code's 19 Expectations are used to manage the quality of the academic experience provided to students and to ensure that all UK awards are consistent with the nationally agreed standards. The current consultation 'proposes a holistic approach to [the Code's] reshaping and restructure'. In so doing the intention is to produce a Code which allows for greater flexibility for the diverse sector within the different national contexts within the UK. Full details of the consultation are available at <http://www.qaa.ac.uk/en/Publications/Documents/Consultation-on-the-review-of-UK-Quality-Code-for-Higher-Education.pdf>.

The Committee is asked to consider and comment on the proposed Expectations and associated core practices set out on page 5 of the document in the context of the questions posed on page 6 in order to inform the Institutional response.

8. **Update on the Enhanced Transcript** (*UCTL/081117/004*)

9. **Strategic Plan 2015-2020: Recognising Overseas and Alternative Professional Teaching Qualifications** *(UCTL/081117/005)*

10. **Dates of Next Meeting**

The next meeting of the Committee will be held on Wednesday 24 January 2018 at 2pm, in Committee Room 2, University Office.

11. **Items for Routine Approval – see below**

12. **Items for Information– see overleaf**

Any member of the Committee wishing an item for routine approval or for information to be brought forward for discussion may ask at the meeting for that to be done. Any such item will be taken after item 1.

Declaration of interests: Any member and individual in attendance (including Officers) who has a clear interest in a matter on the agenda should declare that interest at the relevant meeting, whether or not that interest is already recorded in the Registry of Member's interests.

## 11. FOR ROUTINE APPROVAL

11.1 **Appeals and Complaints Forms** *(UCTL/081117/006)*

Members of the Committee are asked to approve the revised Parts A, B and C of the Appeals and Complaints Form. Members of the Committee are also asked to approval the removal of Part D (the recording of the outcome of a panel hearing) and note its replacement with a letter tailored to each individual case received.

11.2 **Regulatory Changes** *(UCTL/081117/007)*

Members of the Committee are asked to approve changes to the Degree Regulations governing the Bachelor of Dental Surgery (BDS) and Bachelor of Medicine (MBChB). The changes proposed include (i) the approval of the BDS by the General Dental Council (GDC) and (ii) changes to the Fitness to Practise guidance as issued by the General Medical Council.

11.3 **Online Learning Certificate** *(UCTL/081117/008)*

Members of the Committee are asked to approve the draft certificate for students completeing online learning where this does not lead to the award of a diploma or degree.

11.4 **Readmission to Study Policy** *(UCTL/081117/009)*

Members of the Committee are asked to approve changes to the Readmission to Study Policy.

## 12. FOR INFORMATION

### 12.1 Focus On Institution Led Review: Institutional Information Publication (UCTL/081117/010)

The Committee are asked to note the attached document, compiled by the Quality Assurance Agency (QAA) in collaboration with the University, detailing the University's Institution Led Review (ILR) processes. This document has been approved by the Conveners of the UCTL and the QAC by way of circulation for publication.

### 12.2 Sector Updates

The Committee are asked to note and disseminate as appropriate, the following recent sector updates:

- (i) [Contracting to Cheat in Higher Education: How to Address Contract Cheating, the Use of Third-Party Services and Essay Mills.](#)

This guidance, published by the Quality Assurance Agency, sets out best practice around promoting academic integrity in higher education, through tackling students' use of third-party services in order to cheat. It covers the use of essay mills and other forms of contract cheating, and sets out the steps providers can take to deal with these.

### 12.3 QAA Enhancement Theme: Student Transitions 2014 – 2017, End Of Theme Report (UCTL/081117/011)