

UNIVERSITY OF ABERDEEN  
**ACADEMIC POLICY AND REGULATIONS GROUP (APRG)**

Minute of the Meeting held on 20 September 2023

*Present:* Gillian Mackintosh (**Chair**), Isabel Crane, Faye Hendry, Steve Tucker, Liam Dyker, Rhiannon Ledwell and Isabella Fausti (**Minute Taker**) in attendance.

*Apologies:* Megan Smith (**Clerk**)

**MINUTE OF THE PREVIOUS MEETING**

*(copy filed as APRG/200923/001)*

- 1.1 The Group approved the minute of the previous minute.

**MATTERS ARISING**

*(copy filed as APRG/200923/002)*

- 2.1 The Group received an update on the progress of the actions of the previous meeting. It was agreed that a timeline would be added for the second bullet of point 1.1 of the Action Log.  
**(Action: LD)**

**Remit and Composition (2023/2024)**

*(copy filed as APRG/200923/003)*

- 3.1 The Group confirmed the remit and composition of the Group subject to filling the two current vacancies with one academic and one AUSA representative.  
**(Action: ST, RL)**

**Annual Monitoring Amends in relation to Equality, Diversity and Inclusion and  
Decolonising the Curriculum**

*(copy filed as APRG/200923/004)*

- 4.1 The Group heard a summary of the proposed amendments made to Annual Monitoring documentation in relation to EDI and Decolonising the Curriculum, consisting of additional questions added to a range of forms and reports.
- 4.2 It was suggested that an additional question related to EDI/Decolonisation could also be added to the short version of the annual course review form.  
**(Action: LD)**
- 4.3 The Group approved the discussed amendments and agreed that they are an important addition and that it is positive that these are embedded all the way through the documentation.

## **QAA Quality Code Mapping, Section 6: External Expertise**

*(copy filed as APRG/200923/005)*

- 5.1 The Group heard a summary of the amendments made to the Quality Code Section 6: External Expertise.
- 5.2 It was suggested to add the date the document was last updated to the front page as well as a link to the last TFG report.  
**(Action: LD)**
- 5.3 The Group discussed setting up an annual review exercise of the mapping of work carried out in different sections of the University against the UK Quality Code. It was suggested that a schedule could be prepared with a rolling programme of the sections of the Quality Code that would be reviewed at each APRG meeting throughout the year. This approach would make it easier to stay up to date and to track the progress made. The Group agreed that two sections would be reviewed at the next meeting.  
**(Action: Clerk/LD)**
- 5.4 The Group approved the amendments made to the Quality Code Section 6: External Expertise, subject to the minor changes highlighted in 5.2.

## **Education Policy Review Schedule**

*(copy filed as APRG/200923/006)*

- 6.1 The Group considered the Education Policy Review Schedule. The Chair summarised which areas of work are considered critical and what would be achievable in AY 2023-24 but also in AY 2024-25 and beyond, as set out in the schedule. The main areas that will be prioritised in the current AY are the amendments to Annual Review documentation (4.1 refers), Assessment and Feedback, External Examining, Student Monitoring, Appeals and Complaints, UG and PG regulations.
- 6.2 Clarification was sought on the plans related to the institutional extension policy. The Chair agreed that it would be helpful to have an institutional extension policy and explained that discussions were taking place outside this group. The Chair clarified that this would hopefully be developed in AY 2024-25, following some scoping work in Schools to better understand current practices. A member of the group added that it would be helpful to ensure that Schools would not request medical certificates from GPs for extension requests, just like for absences, given the current situation (GPs not providing students with medical certificates for absences).
- 6.3 It was suggested to add in the paper some wording capturing that the times stated are approximate.
- 6.4 It was also suggested to clarify in the section on Annual Review that the work is currently underway and to include broader EDI issues in addition to the Decolonising agenda.  
**(Action: LD)**

## **Postgraduate Taught Resits**

*(copy filed as APRG/200923/007)*

- 7.1 The Group heard a summary of the suggested timelines, principles and guidelines for Postgraduate Taught Resits, to address problems related to the timing of resits for international students who hold study visas and need to apply for a graduate route visa. A

group consisting of representatives from the Schools of MMSN, Engineering and Business, the Immigration Compliance Team and AUSA is being consulted for further views and comments ahead of the next QAC meeting on 4 October.

7.2 The Group was supportive, for their part, of the proposals.

#### **DATE OF NEXT MEETING**

8.1 The next meeting of the Group will be held on Wednesday 15<sup>th</sup> November at 2:05PM via Microsoft Teams.