

## QUALITY ASSURANCE COMMITTEE

A meeting of the Quality Assurance Committee will be held on **4 October 2023 at 2:05pm** i  
via Microsoft Teams.

Mr Liam Dyker, Administrative Officer

Clerk to the Quality Assurance Committee

(Email: [liam.dyker2@abdn.ac.uk](mailto:liam.dyker2@abdn.ac.uk))

## AGENDA

### FOR DISCUSSION

1. **Approval of the Minute of the QAC Held on 23 August 2023** *(QAC/041023/001)*
2. **Matters Arising** *(QAC/041023/002)*
3. **Remit and Composition** *(QAC/041023/003)*  
Members of the Committee are invited to approve the Remit and Composition for 2023/24.
- 4.. **Annual Monitoring Amends in Relation to Equality, Diversity and Inclusion, and Decoloising the Curriculum** *(QAC/041023/004)*  
Members of the Committee are invited to approve the amends made to annual monitoring documentation in relation to EDI and Decolonising the Curriculum.
5. **Postgraduate Taught Resit Assessments** *(QAC/041023/005)*  
Members of the Committee are invited to discuss the paper on Postgraduate Taught resit assessments.
6. **Education Policy and Regulations Review Schedule** *(QAC/041023/006)*  
Members of the Committee are invited to discuss the Education Policy and Regulations Review Schedule.
7. **Shortfall of Credits on Study Abroad** *(QAC/041023/007)*  
Members of the Committee are invited to discuss the approach taken by the School of Language, Literature, Music and Visual Culture in relation to shortfall of credits from Study Abroad.
8. **External Quality Reference Points**
  - (i) **Updates to SFC Guidance to Universities and Colleges on Quality for 2022/23 and 2023/24** *(QAC/041023/008)*  
Members of the Committee are invited to discuss the Updates to the SFC Guidance to Universities and Colleges on Quality.
  - (ii) **Updated Tertiary Enhancement Topic Operational Guidance** *(QAC/041023/009)*  
Members of the Committee are invited to discuss the Updated Tertiary Enhancement Topic Operational Guidance.

**9. Professional, Statutory and Regulatory Bodies**

**(i) CIPD Accreditation (Business School)** *(QAC/041023/010)*

Members of the Committee are invited to consider the CIPD accreditation requirements and agree an appropriate way forward.

**10. Partnerships and Collaborative Provision**

**(i) Total UK Annual Report 2021/22** *(QAC/041023/011)*

Members of the Committee are asked to approve the Total UK Annual Report for 2021/22.

Members should note that the report was considered on 29 March 2023, and further detail was sought in relation to how concerns raised by students would be addressed and improved upon. It was agreed that follow-up between the University and Partner should take place to provide details on how this feedback will be addressed. The amended report provides a summary of the request.

**(ii) AFG College Annual Report 2021/22** *(QAC/041023/012)*

Members of the Committee are invited to approve the amends made in light of comments at the previous Committee in 29 March 2023 regarding clarifications in relation to student monitoring and an updated action plan. The updates appear in section 7.25-7.27.

**11. Date of Next Meeting**

The next meeting of the Committee will be held on 13 December 2023, via Microsoft Teams (TBC).

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

**13. Items for Information – see below**

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.

**FOR ROUTINE APPROVAL**

**12.1 Students' Progress Committee Composition 2023/2024** *(QAC/041023/012)*

Members of the Committee are asked to approve, by routine approval, the Students' Progress Committee Remit and Composition.

**12.2 Students' Progress Committee (Medicine & Dentistry) Composition 2023/2024** *(QAC/041023/013)*

Members of the Committee are asked to approve, by routine approval, the Students' Progress Committee (Medicine and Dentistry) Remit and Composition.

**12.3 Fitness to Practise Committee (Medicine & Dentistry) Composition 2023/2024** *(QAC/041023/014)*

Members of the Committee are asked to approve, by routine approval, the Fitness to Practise Committee (Medicine and Dentistry) Remit and Composition.

**12.4 Fitness to Practise Committee (Education) Composition (QAC/041023/015) 2023/2024**

Members of the Committee are asked to approve, by routine approval, the Fitness to Practise Committee (Education) Remit and Composition.

**FOR INFORMATION**

**13.1 Updates from Sub-Committees or Reporting Committees**

**(i) Academic Policy and Regulations Group (APRG) (QAC/041023/016)**

**13.2 Matters Approved by Convenor's Action**

**(i) Fitness to Practise (Medicine & Dentistry) Convenor (QAC/041023/017)**

Members of the Committee are invited to note the Fitness to Practise Committee (Medicine and Dentistry) Composition, which was approved by Convenor's Action, in relation to a specific case in the School of Medicine, Medical Sciences and Nutrition.

**(ii) Additional In-Absentia Graduation Date**

Members of the Committee are invited to note an additional in-absentia graduation date of 15 September 2023, which was approved by Convenor's Action, for the Diploma in Dental Technology students.

**(iii) Student Monitoring Key Dates (QAC/041023/021)**

Members of the Committee are invited to note the Student Monitoring Key Dates, which were approved by Convenor's Action.

**13.3 QAA Quality Code**

**(i) Quality Code Mapping: External Expertise (QAC/041023/018)**

Members of the Committee are invited to note Section 6: External Expertise for the UK Quality Code mapping which has been updated in light of recent reviews in External Examining.

**(ii) Quality Code Review Schedule (QAC/041023/020)**

Members of the Committee are invited to note the Quality Code Review Schedule.