

UNIVERSITY COMMITTEE ON TEACHING AND LEARNING

A meeting of the University Committee on Teaching and Learning will be held on **Wednesday 28 March 2018** 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 minute of the meeting held on 30 January 2018** (UCTL/280318/001)

2. **Health & Safety** (Oral Update)

3. **Presentation from the Senate Task Forces** (Oral Update)

The Committee will receive a presentation from the Conveners of the Senate Task Forces. The Committee is asked to **discuss** the update on the Task Forces' achievements, identified areas of good practice and their future plans.

4. **Quality Assurance Committee (QAC) Annual Report to the UCTL** (UCTL/280318/002)

The Committee is asked to **discuss** the annual report from the QAC.

5. **Transnational Education (TNE) Procedures** (UCTL/280318/003)

The Committee is asked to **discuss** and, for its part, **approve** the proposed TNE Procedures paper attached as UCTL/280318/003a. For the Committee's reference, the existing TNE Procedures Handbook is attached as UCTL/280318/003b.

6. **Code of Practice on Student Discipline** (UCTL/280318/004)

The Committee is asked to **discuss** and, for its part, **approve** proposed changes to the Code of Practice on Student Discipline (Academic). The proposed change relates to the treatment of suspected offences of Plagiarism and how these are resolved at School level.

7. **Scottish Funding Council (SFC) Analysis of HEI Annual Returns** (UCTL/280318/005)

The Committee is asked to **discuss** the analysis provided for all HEIs and, in doing so, identify aspects of good and/or innovative practice at other Institutions that the University may wish to further explore.

8. **Honours Classification Method: Comparison of GS vs GPA** (UCTL/280318/006)

The Committee is invited to **discuss** the data presented with a view to informing a future paper to Senate recommending the adoption of one classification scheme in future years.

9. **Enhancement-Led Institutional Review (ELIR)** (Oral Update)

10. Accesible and Inclusive Learning Update *(Oral Update)*

11. Date of Next Meeting

The next meeting of the Committee will be an extraordinary meeting, to be held on Monday 4 June 2018 at 2pm, in Committee Room 2, University Office.

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.

12. FOR ROUTINE APPROVAL

12.1 Appeals, Complaints and Discipline Reporting *(to follow, UCTL/280318/007)*

12.2 Omnibus Resolution *(UCTL/280318/008)*

On the recommendation of the Quality Assurance Committee (QAC) the Committee on is asked to **approve**, for its part, and forward to the Senate the attached Changes in Regulations for Various Degrees.

13. FOR INFORMATION

13.1 Minutes from Sub-Committees

The Committee are asked to **note** the minutes of the sub-committees as follows:

- (i) Quality Assurance Committee (QAC) *(to follow, UCTL/280318/009a)*
- (ii) Postgraduate Taught Committee (PGTC) *(UCTL/280318/009b)*
- (iii) Undergraduate Committee (UGC) *(UCTL/280318/009c)*

13.2 Careers Service Annual Report 2016/17 *(UCTL/280318/010)*

The Committee are asked to **note** the Careers Service Annual Report for 2016/17.

13.3 Postgraduate Taught (PGT) Student Experience Update *(UCTL/280318/011)*

The Committee is invited to **note** the responses from Schools and the update from the PGT Student Experience working group.

13.4 Sector Updates

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

(i) [Enterprise and entrepreneurship: new advice for universities](#)

The QAA have launched revised guidance intended to inform, enhance and promote the development of Enterprise and Entrepreneurship Education across UK higher education. This guidance, led by Professor Andrew Penaluna of the International Institute for Creative Entrepreneurship, reflects current thinking and practice in Enterprise and Entrepreneurship Education.

(ii) [QAA Scotland publishes annual report 2016-17](#)

QAA Scotland has published its annual report, highlighting achievements and key events from 2016-17. The report includes details of the launch of the current Enhancement Theme - Evidence for Enhancement, as well as the revised review method in Scotland and Focus On: Institution-led Review and Postgraduate Student Experience projects.