

UNIVERSITY OF ABERDEEN  
QUALITY ASSURANCE COMMITTEE

**MINUTE OF THE MEETING HELD ON 17 SEPTEMBER 2025**

**Present:** Steve Tucker (**Chair**), Will Barras, Nadia DeGama, Isa Ehrenscheidtner, Lois Gall, Mark Grant, Faye Hendry, Jacqui Hutchison, Alex Menshykov, Piotr Niewiadomski, Gareth Norton, Samuel Seymour, Rachel Smith, Virtu Solano and Fiona Stoddard, with Susan Halfpenny, Megan McFarlane, Mary Pryor (*vice* Darren Comber) and Liam Dyker (**Clerk**) in attendance.

**Apologies:** Isla Callander, Darren Comber, Nick Edwards, Lucy Leiper, Sharon Palla, Thanga Thevar, Emma Tough.

**MINUTES OF PREVIOUS MEETING**

*(copy filed as QAC/170925/001a and 001b)*

- 1.1 The Chair welcomed all members to the first meeting of the Quality Assurance Committee (QAC) of the new academic year and in particular, extended a welcome to new members joining the Committee. The Committee approved the minutes of the meetings held on (i) 16 April 2025; and (ii) 10 July 2025, subject to amendment of a minor typo.

**MATTERS ARISING AND ACTION LOG**

*(copy filed as QAC/170925/002)*

- 2.1 Dissemination of Good Practice from ITR (*minute 4.2, Dec 2024 refers*): The Committee was advised that this action remained ongoing and discussions would report back in due course.
- 2.2 University of Bergen Partnership Report (*minute 12.1, 5 Mar 2025 refers*): The Committee agreed that this action should be included as part of the Annual Partnership Report, due for submission in October, and removed from the Action Log.
- 2.3 TDM Platform (*minute 3.3, April 2025 refers*): The Committee was advised that an update will be circulated following the meeting, but is complete.
- 2.4 Assessment Taxonomy (*minute 6.3, April 2025 refers*): The Committee was advised that this action was complete.

**COMMITTEE GOVERNANCE**

**(i) REMIT AND COMPOSITION**

*(copy filed as QAC/170925/003)*

- 3.1 The Committee heard a summary of the amends and subsequently approved, subject to addition of inclusion of a statement relating to transnational education (TNE), the Remit and Composition for academic year 2025/26.

**(ii) APPOINTMENTS TO SENATE AND (iii) APPOINTMENTS TO ACADEMIC POLICY AND REGULATIONS GROUP**

- 3.2 The Committee was advised of the vacancies on the (i) Senate, and (ii) Academic Policy and Regulations Group. The Committee was advised that they should contact the Clerk for expressions of interest.

**ACADEMIC QUALITY HANDBOOK: GUIDANCE FOR STUDENTS' WORK  
AFFECTED BY THEM UNDERTAKING PAID EMPLOYMENT**

*(copy filed as QAC/170925/004)*

*[Clerk's Note: Tracey Innes joined the meeting for this item.]*

- 4.1 The Committee heard a summary of the paper and of the proposed changes to the existing policy on student employment during their studies. The proposal removes the number of recommended hours of work students can undertake during their studies, while placing the onus on students to make a judgement around their own capabilities alongside their studies. The Committee was advised that, alongside the Academic Quality Handbook Policy, the Careers Service vacancies website will be updated to include vacancies of up to 20 hours, to ensure equity among all cohorts of students, recognising the constraints for international students.
- 4.2 The Committee expressed general support for the proposals. In discussion, the QAC sought clarity regarding an explicit number of hours particularly for international visa students. The Committee agreed that the current wording was sufficient and had been confirmed by the International Advice and Compliance team. The Committee was supportive of the focus on responsibility of students to consider an appropriate balance.
- 4.3 The Committee approved, subject to a minor amendment of a typo, the proposed changes to the Policy.

## **GREECE TNE PROJECT**

*[Clerk's Note: Rona Patey joined the meeting for this item.]*

### **(i) VALIDATION REPORT FOR BIOMEDICAL SCIENCE (APPLIED)**

*(copy filed as QAC/170925/005)*

- 5.1 The Committee heard a summary of the validation process undertaken to date. Thanks were expressed to all those who had inputted to the process, including the Clerks from Academic Services and the Panels. An overview of the key areas considered as part of the validation review was provided. The Panel found that the partner aligned with quality assurance processes, with oversight from a Quality Assurance Governing Committee. It was noted that the University Legal Entity (ULE) graduates will receive HAHE recognition and will follow the University's academic standards. The Committee was appraised of positive feedback in relation to the common grading scale, authentic assessments, intended learning outcomes (ILOs), and support for extenuating circumstances. In relation to staffing, the Committee heard of plans to support the delivery of teaching, learning and assessment. Positive feedback from students was received in relation to proactive support provided, noting that placement provision was flagged as a concern. The Panel was confident that the partner would be able to deliver high-quality teaching and learning provision and recommended approval to Committee.
- 5.2 The Committee discussed the facilities for teaching, particularly practical teaching. It was confirmed that the Panel had access to images of teaching facilities and heard of plans for expansion of biomedical laboratories. The Committee was reassured that members of the University staff had seen the facilities.
- 5.3 Further, members of the Committee discussed the collections and resources that the students will have access to, noting that the partner has libraries onsite and that students will readily have access to public libraries. The Committee was advised that core texts will be included in libraries and is consistent with Aberdeen. It was agreed that the Library would confirm whether current digital licences covered TNE provision.
- 5.4 Clarity was sought regarding equivalence to the Student Learning Service, noting that there is dedicated support for counselling and pastoral support. It was confirmed there is no equivalent, however, academic and pastoral support is provided by Personal Tutors.

*[Clerk's Note: Following the meeting, it was confirmed that various workshops take place similar to the work of SLS in Aberdeen, focusing on academic writing and academic integrity.]*

5.5 Following discussion, the Committee was content to approve the report.

## **(ii) VALIDATION REPORT FOR MBA AND BUSINESS MANAGEMENT AND INFORMATION SYSTEMS**

*(copy filed as QAC/170925/006)*

- 6.1 The Committee heard a summary of the report, clarifying that the programme previously labelled Business Management and Information Systems (BMIS) and instead should be Business Management with Information Technology (BMIT). The Committee noted the continued emphasis on professional development through training, peer observation, and conference attendance. The QAC was advised that decolonisation of the curriculum was a concern raised at the validation events. The Committee was advised of assessment processes to ensure academic integrity. In terms of student workload, the notional hours for teaching and self-directed study were noted.
- 6.2 Clarity was sought that the proposed staffing would be sufficient to handle the student numbers. The Committee was advised that arrangements were in place to ensure appropriate oversight. Further, the Committee discussed the marketing aspects of student recruitment, noting engagement with Global Engagement, Marketing and Recruitment colleagues. The staffing profile was noted, recognising that the staff in the ULE will be Teaching and Research, so new staff will be recruited.
- 6.3 Following discussion, the Committee was content to approve the report.

## **(iii) DEGREE IN MEDICINE DEGREE REGULATIONS**

*(copy filed as QAC/170925/007)*

- 7.1 The Committee heard a summary of the paper, noting the key changes since the previous meeting at which the paper was considered. The main changes pertained to the name of the ULE and the length of the programme. It was clarified that the programme will not be accredited by the General Medical Council, and as a result, students will not sit the UK Medical Licensing Assessment (MLA). The Committee was content to approve the degree regulations.

## **(iv) DEGREE IN MEDICINE EDUCATION POLICY**

*(copy filed as QAC/170925/008)*

- 8.1 The Committee heard a summary of the report, noting that the key changes pertained to the name of the ULE and the Fitness to Practise guidance. The Committee discussed the use of the excluded students database for medical students, noting discussions had taken place with the UK Medical Schools' Council and the General Medical Council. It was noted that if a student were excluded from the Greek programme, they would not be included on the UK Excluded Students Database. The addition of the decision-making process for Fitness to Practise cases was noted. In discussion, the Committee recognised the positive work in this area and commended the consultation with students on the revised guidance. Following discussion, the Committee was content to approve the paper.

## **INTERNAL TEACHING REVIEW (ITR)**

### **(i) ITR REPORT FOR SCHOOL OF NATURAL AND COMPUTING SCIENCE**

*(copy filed as QAC/170925/009)*

- 9.1 The Committee heard a summary of the report. The strong engagement across staff and students, including international cohorts was reported. The good practices in assessment, EDI, and employability were highlighted to the Committee. The Committee noted the supportive environment with effective feedback mechanisms in which students operated.

The QAC noted the challenges in recruiting student representatives, block teaching, and communications with TNE partners. The excellent practise taking place across the School was highlighted.

- 9.2 Discussion ensued regarding support that the Library can provide in terms of dissemination of good practice. It was agreed that the Chair of the Panel and the Library Representative would discuss appropriate Library support required for staff.

**Action: FH/SH**

- 9.3 The Committee discussed the recommendation in relation to the specific focus for assessment. It was noted that the recommendation arose as a result of balancing student choice with workload pressures on staff. The Committee was advised that discussions took place between staff and students regarding elective courses, for which it is not possible to increase within the School. It was also suggested that the School might wish to design an assessment calendar in order to ensure that students are aware of feedback dates. The timing of feedback was discussed.

- 9.4 The Committee was content to approve the report.

## **(ii) ITR REPORT FOR SCHOOL OF ENGINEERING**

*(copy filed as QAC/170925/010)*

- 10.1 The Committee heard a summary of the report, noting the strong staff-student engagement and major structural changes. The improvement in teaching efficiency and student support was noted. The survey fatigue and inconsistency in closing the feedback loop was noted. The Committee noted the excellent graduate outcomes data, but recognised the challenges in NSS results. The positive work in relation to EDI, sustainability, and alignment with Aberdeen 2040 was highlighted. The inclusion of technical staff in the Education Committee was highlighted. Overall, a positive impression was presented to the Committee.
- 10.2 The Committee commended the positive work in place in relation to authentic assessments and the use of practical application. The move away from high-stakes examinations was highlighted as positive. Further, members of the Committee sought clarity regarding Generative AI use and its reference in the report. Responding, it was confirmed that the Panel did not have sufficient concern in either way for its inclusion as part of the action plan. It was noted that there was a working group ongoing in the School pertaining to AI.
- 10.3 The Committee was content to approve the report, subject to amendment of a typo in the action plan (*section 4.3 refers*) in relation to the Aberdeen 2040 strategy.

## **UPDATE ON TERTIARY QUALITY ENHANCEMENT REVIEW (TQER)**

- 11.1 The Committee heard an update in relation to the preparations for the Tertiary Quality Enhancement Review, scheduled for February 2026. The Committee was advised of the submission date for paperwork in early October, and noted the extensive work ongoing to prepare the Advance Information Set (AIS) and Strategic Impact Analysis (SIA). The Committee recorded its gratitude and thanks to Emma Tough for all her work in this regard. The initial and main review visits were noted; it was noted that briefings will take place with key stakeholders invited to the review panel sessions. The composition of the panel was noted. The Committee was also appraised of the opportunity to review the documentation ahead of the review visits.

## **STUDENTS' PROGRESS COMMITTEE REMIT AND COMPOSITIONS 2025/26**

*(copy filed as QAC/170925/011 and 012)*

- 12.1 The Committee approved, by routine approval, the Remit and Compositions for 2025/26 for (i) the Students' Progress Committee and (ii) the Students' Progress Committee (Medicine & Dentistry).

## **FITNESS TO PRACTISE COMMITTEE REMIT AND COMPOSITIONS 2025/26**

*(copy filed as QAC/170925/013 and 014)*

- 13.1 The Committee approved, by routine approval, the Remit and Compositions for 2025/26 for (i) the Fitness to Practise Committee (Education), and (ii) the Fitness to Practise Committee (Medicine & Dentistry).

## **ACADEMIC POLICY AND REGULATIONS GROUP REMIT AND COMPOSITION 2025/26**

*(copy filed as QAC/170925/015)*

- 14.1 The Committee approved, by routine approval, the Remit and Compositions for 2025/26 for the Academic Policy and Regulations Group.

## **QAA UK QUALITY CODE MAPPING**

*(copy filed as QAC/170925/016a – 016j)*

- 15.1 The Committee approved, by routine approval, the UK Quality Code Mapping, as recommended for approval by the Academic Policy and Regulations Group, as follows:

- (i) Principle 1: Taking a strategic approach to managing quality and standards
- (ii) Principle 2: Engaging students as partners
- (iii) Principle 3: Resourcing delivery of a high-quality student experience
- (iv) Principle 4: Using data to inform and evaluate quality
- (v) Principle 5: Monitoring, evaluating and enhancing provision
- (vi) Principle 6: Engaging in external review and accreditation
- (vii) Principle 7: Designing, developing, approving and modifying programmes
- (viii) Principle 8: Operating partnerships with other organisations
- (ix) Principle 9: Recruiting, selecting and admitting students
- (x) Principle 10: Supporting students to achieve their potential
- (xi) Principle 11: Teaching, learning and assessment
- (xii) Principle 12: Operating concerns, complaints and appeals processes

## **REPORT FROM ACADEMIC POLICY AND REGULATIONS GROUP**

*(copy filed as QAC/170925/017)*

- 16.1 The Committee noted the report from the Academic Policy and Regulations Group.

## **INSTITUTIONAL LIAISON MEETING: NOTE OF MEETING**

*(copy filed as QAC/170925/018)*

- 17.1 The Committee noted the note of the meeting from the Institutional Liaison Meeting (ILM) with QAA Scotland.

## **GENAI AND EMERGING TECHNOLOGIES IN EDUCATION**

*(copy filed as QAC/170925/019)*

- 18.1 The Committee noted the update in respect of Generative AI and Emerging Technologies in Education.

## **PROFESSIONAL, STATUTORY AND REGULATORY BODIES**

*(copy filed as QAC/170925/020, 021, 022, 023, 024, 029 and 030)*

19.1 The Committee noted the following matters in respect of Professional, Statutory and Regulatory Bodies (PSRBs):

- (i) Professional, Statutory and Regulatory Bodies Register
- (ii) Royal Society of Biology
- (iii) IEMA
- (iv) General Teaching Council for Scotland
- (v) CI Arb
- (vi) Association for Nutrition
- (vii) Institute of Physics and Engineering in Medicine

## **MATTERS APPROVED BY CONVENOR'S ACTION AND BY CIRCULATION**

*(copy filed as QAC/170925/025, 026, 027 and 028)*

20.1 The Committee noted the following matters previously approved by Convenor's Action or by Circulation:

- (i) India Admissions Protocol
- (ii) Qatar Admissions Protocol
- (iii) Qatar C6 and C7 Process for Block Taught Courses
- (iv) Winter Graduations 2025 Schedule

## **DATE OF NEXT MEETING**

21.1 The next meeting of the Committee will be held on Wednesday 12 November 2025 at 2:05pm at Committee Room 2, University Office and via Microsoft Teams.