

UNIVERSITY OF ABERDEEN

QUALITY ASSURANCE COMMITTEE

A meeting of the Quality Assurance Committee will be held on **Tuesday 4 October 2022** at **2.05pm** via Microsoft Teams.

Mr Liam Dyker, Administrative Officer
Clerk to the Quality Assurance Committee
(Email: liam.dyker2@abdn.ac.uk)

AGENDA

FOR DISCUSSION

1. **Approval of the Minute of the Previous Meeting** *(QAC/041022/001)*
2. **Matters Arising and Action Log** *(QAC/041022/002)*
3. **Update from Senate (28th September 2022)** *(Oral Update)*

Members of the Committee will **hear** an oral update from the Chair on the meeting of the University Senate on 28th September 2022.

4. **Annual Monitoring Update** *(Oral Update)*

Members of the Committee will **hear** an oral update on the annual monitoring processes which have commenced for UG and are commencing for PGT.

5. **Internal Teaching Review**
 - (i) **Internal Teaching Review Guidance Notes Update** *(QAC/041022/003)*

Members of the Committee are asked to **approve** the attached updated Internal Teaching Review (ITR) guidance notes, amended to reflect a return to on-campus ITRs, where possible, from the commencement of the 2022/23 academic year. While a move to conducting ITRs via Teams was necessary during the impact of the Covid-19 pandemic, following feedback from Schools, students and External Subject Specialists, a move to return to campus will allow for greater interaction between those engaged in review. Where Schools teach across more than one campus, reviews will remain flexible in approach, to allow for input from students and staff representative of all.

- (ii) **School of Divinity, History, Philosophy and Art History Internal Teaching Review Report** *(QAC/041022/004)*

Members of the Committee are invited to **approve** the School of Divinity, History, Philosophy and Art History Internal Teaching Review report.

6. **External Examiner Report Publishing** *(QAC/041022/005)*

Members of the Committee are invited to **discuss** the update with regard to the External Examiner Report publishing.

7. Date of Next Meeting

The next meeting of the Committee will be held on Wednesday 8 December 2021 at 2pm, via Microsoft Teams.

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

8.1 Students' Progress Committee *(QAC/041022/006)*

The Committee is invited to **approve** the remit and composition of the Undergraduate Students' Progress Committee.

9.2 Students' Progress Committee (Medicine & Dentistry) *(QAC/041022/007)*

The Committee is invited to **approve** the remit and composition of the Students' Progress Committee for Medicine and Dentistry.

8.3 Fitness to Practise Committee (Medicine & Dentistry) *(QAC/041022/008)*

The Committee is invited to **approve** the remit and composition of the Fitness to Practise Committee for Medicine and Dentistry.

8.4 Fitness to Practise Committee (Education) *(QAC/041022/009)*

The Committee is invited to **approve** the remit and composition of the Fitness to Practise Committee for the School of Education.

8.5 Updated Partnerships Annual Reporting Form *(QAC/041022/010)*

Members of the Committee are invited to **approve** the Update to the Annual Reporting Form, particularly regarding the inclusion of a tabular summary of attainment of students within the partnership.

FOR INFORMATION

9.1 Professional, Statutory and Regulatory Bodies (PSRBs) *(QAC/041022/011)*

Members of the Committee are invited to **note** the record of interaction of PSRBs with the University, as prepared in collaboration with Schools.

9.2 Collaborative and Partnerships Register *(QAC/041022/012, to follow)*

Members of the Committee are invited to **note** the register on the collaborations and partnerships for the University.

9.3 Institutional Liaison Meeting with QAA Scotland *(QAC/041022/013)*

Members of the Committee are invited to **note** the minute of the Institutional Liaison Meeting with QAA Scotland.

9.4 Royal Society of Biology Re-Accreditation *(QAC/041022/014)*

Members of the Committee are invited to **note** the reaccreditation for the School of Biological Sciences with the Royal Society of Biology.

9.5 AdvanceHE PGCert Accreditation *(QAC/041022/015)*

The Committee is invited to **note** the accreditation with AdvanceHE for the Postgraduate Certificate in Higher Education (Learning and Teaching).

9.6 General Teaching Council for Scotland Reaccreditation for Mindfulness Programme *(QAC/041022/016)*

The Committee is invited to **note** the accreditation with AdvanceHE for the Postgraduate Certificate in Higher Education (Learning and Teaching).

9.7 Course Evaluation

The Committee is invited to **note** that the Course Evaluation webpages ([Course Evaluation | StaffNet | The University of Aberdeen \(abdn.ac.uk\)](#)) have been updated in line with discussions with School Directors of Education, particularly in relation to opportunities for providing feedback mid-/throughout the term so that students providing the feedback are able to benefit from that same feedback.