

UNIVERSITY OF ABERDEEN

QUALITY ASSURANCE COMMITTEE

A meeting of the Quality Assurance Committee will be held on **Monday 3 February 2020** at **2.00pm** in the **Committee Room 2, University Office**.

Mrs Morag MacRae, Administrative Officer
(extn. 4075; e-mail morag.macrae@abdn.ac.uk)

AGENDA

FOR DISCUSSION

1. **Approval of the minute of the meeting held on 11 December 2019** *(QAC/030220/001)*
2. **Matters Arising** *(Oral Item)*
3. **Postgraduate Annual Programme Reviews (APRs) and External Examiners Reports (EERs)** *(Oral item)*

Members of the Committee are invited to undertake the consideration of postgraduate APRs and EERs, uploaded to [SharePoint](#) by Schools. Following the meeting, feedback will be issued to Schools and External Examiners, as appropriate. Members are reminded that the deadline for the return of all feedback is **Friday 31 January 2020**.

4. **Curriculum Management 2019/20** *(Oral item)*

Members of the Committee are invited to **discuss** the process for approval of course/programme changes during the 2019/20 academic year.

5. **Assessment Practices** *(Oral item)*

Members of the Committee are invited to **discuss** the assessment practices routinely used within their Schools, with particular attention given to open-book online assessments.

6. **Internal Teaching Review Report for School of Engineering** *(QAC/030220/002)*

Members of the Committee are invited to **consider** and **provide a response to** the report on the recent Internal Teaching Review of the School of Engineering.

7. **Date of Next Meeting**

The next meeting of the Committee will be held on Monday 30 March 2020 at 2pm, in Committee Room 2, University Office.

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 INFORMATION

8. MSc Special Care Dentistry Grade Conversion *(QAC/030220/003)*

Members of the Committee are invited to **note** the grade conversion scheme for the MSc in Special Care Dentistry which was approved by Convener's action.