

UNIVERSITY OF ABERDEEN

**QUALITY ASSURANCE COMMITTEE**

A meeting of the Quality Assurance Committee will be held on **Wednesday 23 October 2019** at **2.00pm** in the **Committee Room 2, University Office**.

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

**AGENDA**

**FOR DISCUSSION**

1. **Approval of the minute of the meeting held on 16 May 2019** (QAC/231019/001)

2. **Matters Arising** (Oral Item)

3. **Committee Remit and Composition 2019/20** (QAC/231019/002)

Members of the Committee are invited to **approve** the remit and composition for 2019/20.

4. **Committee Areas of Responsibility 2019/20** (QAC/231019/003)

Members of the Committee are invited to **approve** the areas of responsibility for 2019/20. The Convener will also provide initial guidance to the Committee on the expected workload for the academic year ahead.

5. **Late Submission Paper** (QAC/231019/004)

Members of the Committee are invited to **discuss and approve** the paper on the late submission of work policy.

6. **Internal Teaching Review (ITR) of the School of Education** (QAC/231019/005)

Members of the Committee are asked to **consider** and **provide a response** to the report prepared by the Internal Teaching Review (ITR) panel following the ITR of the School of Education.

7. **Annual Report from the University of the Highlands and Islands (UHI)** (QAC/231019/006)

Members of the Committee are asked to **review** and **provide a response** to the annual report provided by the University of the Highlands and Islands (UHI)

8. **Quality Assurance Annual School Fora 2019/20** (Oral item)

9. **Annual Report on Mindfulness Association Agreement** (QAC/231019/007)

Members of the Committee are invited to **discuss** the annual report received on the operation of the agreement between the University and the Mindfulness Association.

**10. Date of Next Meeting**

The next meeting of the Committee will be held on Wednesday 11 December 2019 at 2pm, in Committee Room 2, University Office.

**11. Items for Routine Approval – see overleaf**

**12. 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.

**11. FOR ROUTINE APPROVAL**

**11.1 Students' Progress Committee** *(QAC/231019/008)*

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

**11.2 Students' Progress Committee (Medicine & Dentistry)** *(QAC/231019/009)*

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

**11.3 Fitness to Practise Committee (Medicine & Dentistry)** *(QAC/231019/010)*

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

**11.4 Fitness to Practise Committee (Education)** *(QAC/231019/011)*

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

**12. FOR INFORMATION**

**12.1 Course and Programme Proposals** *(Oral Item)*

A list of all Undergraduate and Postgraduate courses and programmes approved since the May 2019 meeting of the Quality Assurance Committee can be found on the Curriculum Management System (CMS).

**12.2 Professional, Statutory and Regulatory Bodies (PSRBs)** *(QAC/231019/012)*

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

**12.3 Collaborative Provision & TNE** *(QAC/231019/013)*

Members of the Committee are invited to **note** the QAC report on the Qatar Campus which was considered by circulation.