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| **University Teaching and Learning Committee** |
| **25 September 2019** |

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| **MINUTES** | |
| **Venue:** | McClelland Suite |
| **Author:** | Karen Brough |
| **Present:** | Ms Adesewa Adebisi, Dr Rob Allan, Dr Liz Bennett, Dr Rachel Birds, Dr Georgina Blakely, Professor Andrew Crampton, Dr Pat Cullum, Mrs Lindsay Smith, Dr Abdul Jabbar, Professor Mike Kagioglou, Mr Andrew Mandebura, Dr Peter Mather, Dr Keith McCabe, Dr Gary McGladdery, Mr Matt Mills, Ms Lorraine Noel, Professor Jane Owen-Lynch (Chair), Mrs Ruth Stoker, Mr Nik Taylor, Dr Amanda Tinker, Dr Pete Woodcock |
| **In attendance:** | Lydia Blundell, Karen Brough (secretary) |
| **Apologies:** | Professor Andrew Ball, Dr Daniel Belton, Professor Paul Bissell, Professor Bob Cryan, Professor Samir Dani, Dr Eleanor Davies, Professor Nigel King, Dr Lianghui Lei, Mr Tony Mears, Professor Paul Miller, Professor Kevin Orr, Professor Dave Taylor, Professor Tim Thornton, Dr Colin Venters, Professor Song Wu |

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| **PRELIMINARY ITEMS** | | **PAPER REFERENCE** |
| **APOLOGIES FOR ABSENCE** | | |
|  | **DECLARATIONS OF INTEREST**  It was confirmed that members did not have any potential conflicts of interest arising from the meeting agenda. |  |
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|  | **PRESENTATION OF ACADEMIC INTEGRITY MODULE**  Dr Cheryl Reynolds presented the final draft version of the Academic Integrity Module.  It was confirmed as being a 0 credit module that would require 100% pass rate to successfully complete.  For this year, each school would have one module set up in Brightspace with all current students attached. Moving forward, this would move to a module for incoming each year of study.  Where a student was given an upheld outcome having gone through the academic misconduct procedure then the student would be enrolled against a new version of the module which they were required to complete.  Each version of the module will have intelligent agents that remind and encourage the student to complete the module. The reminders would be as part of a banner on their Brightspace homepage.  It was agreed that a meeting would be set up with ASIS Managers, LTAs and Registry to pursue ways of developing a reporting system for schools to monitor and manage student engagement but this would be a longer term project.  The module was expected to be ready for use from w/c 7 October. The publicity around this would be sent out centrally and all ADs and DoTLs are encouraged to promote the modules to colleagues. |  |
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| **1.** | **MINUTES**  The Committee approvedthe minutes of the meeting held on 22 May 2019. | **REGS\_UTLC\_22MAY19\_M** |
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| **2.** | **MATTERS ARISING** |  |
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| **2.1** | **School Teaching and Learning Committee Minutes/School of Computing and Engineering held on 28 November 2018 (minute reference 2.2)**  The Committee received an update from Registry regarding a review of the inconsistency whereby an external examiner who has been employed to assess a PhD could not then be utilised as an external examiner on taught courses but could be if the situation was reversed.  It was confirmed that where a School wished to appoint an External Examiner who has previously been employed to examine a PhD then they should document this in their appointment documentation with a rationale as to why this person would be the most suitable EE. School’s should be mindful of any potential conflicts of interest and discuss the case fully at their school level committees. | **REGS\_UTLC\_2019\_09\_25\_P2.1** |
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| **2.2** | **Assessment and Feedback Strategy (minute reference 2.5)**  It was agreed that the strategy would be reviewed and brought to a later meeting of this Committee for consideration and approval. | **Registry** |
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| **2.3** | **Attendance Monitoring Flow Chart (minute reference 3.1)**  The Chair provided an update on the implementation of the new Attendance Monitoring procedure.  It was confirmed that Schools would be able to feedback on how the new procedures were being implemented via the [attendancemonitoring@hud.ac.uk](mailto:attendancemonitoring@hud.ac.uk) mailbox. |  |
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| **2.4** | **Huddersfield Student Survey (minute reference 3.2)**  The Committee received confirmation from Dr Keith McCabe that the data had been circulated in May. |  |
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| **2.5** | **Demonstration of the Academic Integrity Resource (minute reference 3.3)**  It was confirmed that the Committee had received an update on the implementation of the new Academic Integrity module from Dr Cheryl Reynolds at the start of this meeting. |  |
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| **2.6** | **Annual Evaluation Chairs/Secretaries/UTLC Representatives for 2019/20 (minute reference 4.1)**  It was noted that Dr Alex von Lunen from MHM was approved to sit on the CE AEC.  The nomination from the Dean of EPD remained outstanding and should be provided as soon as possible to the secretary. | **EPD** |
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| **2.7** | **Quality Assurance Procedures for Taught Courses and Research Awards (minute reference 8.1)**  It was confirmed that the referencing of indicative weeks for module delivery has been included in the regulations published on 1 August 2019. |  |
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| **2.8** | **Lecture Capture Policy (minute reference 9.1)**  It was noted that Registry has updated the policy in line with the agreed amendments. |  |
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| **2.9** | **EC Panel Meeting (minute reference 15.1)**  It was noted that the EC Panel meeting is to be held on 19 September 2019 and minutes will be received at the November meeting of UTLC.  It was also confirmed that the EC Panel would now meet termly and a summary would be reported to this committee at its next available opportunity. |  |
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| **2.10** | Quality Appraisal into ‘International Agreements being submitted to the Vice-Chancellor’s Office’ (minute reference 16.5)  It was confirmed that Schools have yet to send the named contacts to the secretary as requested. In response, it was agreed that each School AD (International) would be the default person with whom VCO should contact regarding International Agreements. |  |
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| **2.11** | **Student Panel Working Group (minute reference 18.1)**  Pat Cullum provided an update regarding the best location for the student panel feedback logs.  Dr Cullum advised that it would be useful to roll this activity into the larger scale project regarding the student voice. It was agreed as a result of this that the rolling logs will not be included in the Student Hub for this year and so schools should continue with their current practice until such a time that alternative recommendations are considered via the student voice project. |  |
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| **2.12** | **Report from the Students’ Union (minute reference 21.1/21.2**  The Committee received an update from the SU Representative on the progress of the peer mentoring activity. It was confirmed that an update would be provided at the next UTLC in November and would include the feedback from the North West Peer Mentoring Conference being held at the University.  Andrew Crampton updated the Committee on the progress of the review of the student experience across shared modules between MHM and CE. Professor Crampton confirmed that two colleagues from CE and MHM were currently taking this forward to resolve any concerns that had been raised. |  |
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| **2.13** | Course and Module Handbooks (minute reference 29.1)  It was confirmed that the Course and Module Handbook templates were issued as a final template to schools on 18 June 2019. |  |
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| **2.14** | Report from Validation Panels (minute reference 26.1C  It was confirmed that the MSc/ PgDip/ CPD Process Automation and MSc Process Automation Degree Apprenticeship put forward by the School of Applied Sciences on 14th February 2019 had been withdrawn by the School. |  |
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| **TO CONSIDER:** | | |
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| **3.** | **CHAIR’S BUSINESS**  **Projects**  The Chair provided an overview of the current projects underway in the University in relation to teaching and learning. It was agreed that where Schools or Services had their own local level projects underway in relation to teaching and learning that they should look to inform the Chair so that they can be included for reference and for use in future TEF reports. |  |
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| **4.** | CONFIRMATION OF THE TERMS OF REFERENCE, MEMBERSHIP AND DATES OF UTLC FOR THE 2019/20 SESSION |  |
| **4.1** | The Committee received the Terms of Reference for UTLC for the 2019/20 academic session.  The ToR were approved subject to QSAG being removed and TEF oversight being included. | **REGS\_UTLC\_2019\_09\_25\_P4.1**  **Secretary** |
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| **4.2** | The Committee received and approve the Membership list for UTLC for the 2019/20 academic session subject to Ruth Stoker being added as TEF Coordinator.    It was confirmed that the nomination from HBS to replace Tina Hart is Dr Lianghui Lei. | **REGS\_UTLC\_2019\_09\_25\_P4.2** |
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| **4.3** | Dates of Meetings for 2019/20  25 September 2019  27 November 2019  29 January 2020  18 March 2020  20 May 2020  All to commence at 9.30 am in the McClelland Suite, Schwann Building, level 7. |  |
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| **5.** | **NATIONAL STUDENT SURVEY 2019** |  |
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| **5.0** | The Committee received a presentation from the Chair in regards to the NSS data.  The Chair highlighted that the data had been received earlier this year and had already been issued to schools. It was understood that action plans in response to the data were already being created.  The Chair presented the summary of the NSS data highlighting the TEF metrics and the University overall performance against them. Of the five TEF metrics, two were neutrally flagged and the remaining positively flagged.  Whilst not being a TEF metric, the organisation and management NSS metric was discussed in regards to its impact on the ‘overall satisfaction’ outcome. The Chair highlighted that timetabling appeared to affect the student experience particularly where sessions were moved or cancelled at short notice. It was confirmed that SLT had recently agreed that no session should be changed unless the request to do so had been approved via the Head of Department or above.  Dr McCabe added that the timetabling team will work with schools to address any misplaced perceptions around the timetabling process to help tackle any issues facing school staff.  The SU added that communication is key when a session has to be changed to ensure students are fully aware of what has changed and why. It was hoped that sessions should not change unless it is unavoidable given the approach of HoDs signing off any requests to change a session. |  |
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| **5.1** | 2019 NSS ‘Overall Satisfaction’ (Q27) by Level 3 Subject – all modes, all levels | **REGS\_UTLC\_2019\_09\_25\_P5.1** |
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| **5.2** | 2019 Course Comparison within Huddersfield Course Level Main NSS Questions | **REGS\_UTLC\_2019\_09\_25\_P5.2** |
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| **5.3** | 2019 Subject Comparison within Huddersfield Subject Level 3 Main NSS Questions | **REGS\_UTLC\_2019\_09\_25\_P5.3** |
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| **5.4** | 2019 School Comparison within Huddersfield School Level Main NSS Questions | **REGS\_UTLC\_2019\_09\_25\_P5.4** |
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| **5.5** | Overall Satisfaction Mainstream English HEIs (Income >£100m) Quartile Analysis Full Time First Degree and Ranking and Quartile for Mainstream English Universities | **REGS\_UTLC\_2019\_09\_25\_P5.5** |
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| **6.** | **STUDENT CASEWORK SUMMARY** |  |
| **6.1** | The Committee considered the reports provided by Registry into the taught student casework arising from the Regulatory procedures during the 2018/19 academic year: | **REGS\_UTLC\_2019\_09\_25\_P6.1** |
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| **6.1A** | Annual report on academic integrity.  It was noted that ADA had no cases of Academic Integrity during the 2018/19 academic session and so were asked to share the practices they adopt to reduce the chances of academic misconduct occurring.  It was noted that the statistics will include intersectionality with other data sets for the 2019/20 reports to highlight other trends and provide a greater level of granularity.  The International Office requested that the nationality data that they require still be made available separately to the data included within the report here. It was agreed that the IO should approach planning directly for that separate data. | **REGS\_UTLC\_2019\_09\_25\_P6.1A**  **ADA**  **Planning** |
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| **6.1B** | Annual report on appeals against decisions to withdraw students on the basis of poor attendance. | **REGS\_UTLC\_2019\_09\_25\_P6.1B** |
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| **6.1C** | Annual report on appeals against CAB decisions. | **REGS\_UTLC\_2019\_09\_25\_P6.1C** |
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| **6.1D** | Annual report on complaints. | **REGS\_UTLC\_2019\_09\_25\_P6.1D** |
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| **6.1E** | Annual report on Student Disciplinary Cases. | **REGS\_UTLC\_2019\_09\_25\_P6.1E** |
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| **6.1F** | Annual report on appeals against EC panel decisions | **REGS\_UTLC\_2019\_09\_25\_P6.1F** |
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| **6.1G** | Annual report on Fitness to Practise | **REGS\_UTLC\_2019\_09\_25\_P6.1G** |
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| **7.** | CLASSIFICATION STATISTICS |  |
| **7.1** | The Committee considered the attached interim statistics.  It was confirmed that the final full data set would be circulated in November.  The Chair went through each of the data sets relating to classification for:   1. School 2. Domicile 3. Age 4. Disadvantage 5. Ethnicity 6. Disability 7. Gender   The Chair highlighted that good honours percentage had increased this year to 75.6%. This was seen as a result of the efforts being introduced in Schools to support students such as access to language skills development and assessment support.  It was agreed that for the 2019/20 report the disadvantaged category would move to the IMD categories, not POLAR.  The Committee queried the value added score and how this is reached. Dr McCabe clarified that this is based on the trajectory expectations of a student based on their background versus what they leave with. It was confirmed that this mirrored the value added score used by the Guardian League Table.  It was confirmed that the discretion report will be submitted to UTLC in November 2019 following receipt of the data from Planning. | **REGS\_UTLC\_2019\_09\_25\_P7.1** |
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| **8.** | **DESTINATIONS OF LEAVERS FROM HIGHER EDUCATION** |  |
| **8.1** | The Committee noted that the DLHE data has been replaced by Graduate Outcomes data and therefore this item as it is currently titled would be closed.  The Graduate Outcomes data would be received in the spring term once it had been published. |  |
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| **9.** | **TOPICS FOR QUALITY APPRAISAL 2019/20**  The Committee was asked to consider and discuss suggestions for Quality Appraisals in the 2019/20 academic session.  It was agreed that the following three appraisals would take place during the 2019/20 academic session:   1. Exit Strategies in light of CMA requirements 2. EE3 reports, the action plans developed in response to them and how the school records them 3. SAVP review   It was confirmed that there would be one QA each term. Registry would confirm to schools the timetables for undertaking the QAs. | **Registry** |
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| **10.** | SPECIFIC QUESTIONS FOR ANNUAL EVALUATION 2019/20  The Committee was asked to consider and discuss any proposed extra questions for annual evaluation in the 2019/20 academic session.  It was confirmed that no additional questions were presented and therefore the only extra question for the upcoming Annual Evaluation process would be regarding the implementation of Brightspace. |  |
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| **11.** | THEMES FOR THEMATIC REVIEW 2019/20  It was noted that the Thematic Review on Equality of Attainment is being held on 16 October 2019 and the report and any proposed recommendations will be received at the next available UTLC. |  |
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| **12.** | **ADMISSIONS POLICY** |  |
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| **12.1** | The Committee considered the attached proposals.  Sarah Elstub attended the meeting to speak to the papers. | **REGS\_UTLC\_2019\_09\_25\_P12.1** |
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| **12.1A** | Admission Policy (Taught Courses).  It was confirmed that the proposed amendments were agreed and the policy approved subject to the updating of the introductory paragraph and its reference to the previous mission statement. | **REGS\_UTLC\_2019\_09\_25\_P12.1A** |
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| **12.1B** | Summary of Changes to Admissions Policy (Taught Courses) 2019. | **REGS\_UTLC\_2019\_09\_25\_P12.1B** |
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| **12.1C** | Applicant Complaints and Appeals Policy (Taught Courses).  It was confirmed that this policy now included an appeals form and stage 2 process that was to be responded to by the Director of Marketing as opposed to the Director of Registry.  The policy was approved. | **REGS\_UTLC\_2019\_09\_25\_P12.1C** |
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| **12.1D** | Summary of Changes to Applicant Complaints and Appeals Policy 2019. | **REGS\_UTLC\_2019\_09\_25\_P12.1D** |
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| **12.1E** | Minimum entry requirements for first degree courses.  It was confirmed that this document now included reference to the technical levels that will come into force from 2020.  The amendments were agreed and the policy approved. | **REGS\_UTLC\_2019\_09\_25\_P12.1E** |
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| **13.** | SUBCOMMITTEES REPORTING TO UTLC |  |
| **13.1** | The Committee considered and agreed to the diagram detailing the reporting structure of UTLC.  The Chair clarified for colleagues the difference between a standing committee and working party/group. The standing committee has official reporting channels and is a formal committee whilst the working groups/parties are short lived groups tasked to review a particular issue. | **REGS\_UTLC\_2019\_09\_25\_P13.1** |
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| **14.** | REVIEWED POLICY AND GUIDANCE RELATED TO SUPPORT FOR PREGNANT STUDENTS AND NEW PARENTS |  |
| **14.1** | The Committee considered the reviewed and updated policy and guidance.  Matt Mills spoke to the paper advising that it had been updated to take into account PGR students and Degree Apprentices and how the policy would affect them as well as updating the information regarding students on NHS bursaries.  It was noted that the policy would also be received at Graduate Board on 26 September 2019 for additional consideration and approval.  The SU asked for the policy to be updated to clarify the following points:   1. Who an International Student would approach for funding support should they fall pregnant during their studies 2. That PGR students can approach any colleague with whom they feel most comfortable, not just their supervisor 3. Item 2.2 should be updated to include reference to where an international student can visit in order to receive funding support.   Subject to the agreed amendments being made, the policy and guidance was approved. | **REGS\_UTLC\_2019\_09\_25\_P14.1** |
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| **15.** | NEW AWARD MLA |  |
| **15.1** | The Committee considered and approved the request from School of Art, Design and Architecture to add an award title to the next edition of the Handbook of Regulations. | **REGS\_UTLC\_2019\_09\_25\_P15.1** |
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| **16.** | NEW AWARD MMath |  |
| **16.1** | The Committee considered and approved the request from School of Computing and Engineering to add an award title to the next edition of the Handbook of Regulations. | **REGS\_UTLC\_2019\_09\_25\_P16.1** |
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| **17.** | NEW AWARD MPsych |  |
| **17.1** | The Committee considered and approved the request from School of Human and Health Sciences to add an award title to the next edition of the Handbook of Regulations. | **REGS\_UTLC\_2019\_09\_25\_P17.1** |
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| **18.** | COMMUTER PROJECT GROUP |  |
| **18.1** | The Committee considered the attached proposal and confirmed that any reports or updates on the work of the working group would be received at this Committee. | **REGS\_UTLC\_2019\_09\_25\_P18.1** |
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| **19.** | DEVELOPING 360 DEGREE VIEW OF MODULE EVALUATIONS |  |
| **19.1** | The Committee considered the attached proposal.  Ruth Stoker confirmed that the first meeting of the working group had been held and that the next steps would be to consider the technicality of module evaluation collection and analysis of data.  Colleagues supported the project but requested that the group be mindful of existing practices within each School that had already been established to support positive engagement with module evaluations. | **REGS\_UTLC\_2019\_09\_25\_P19.1** |
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| **20.** | STUDENT TRANS EQUALITY POLICY |  |
| **20.1** | The Committee considered the revised policy.  It was clarified that the proposed amendments had been made in line with recommendations from Stonewall.  The Committee approved the policy subject to the amendments of the language in paragraph 8.1 in relation to absences due to illness. | **REGS\_UTLC\_2019\_09\_25\_P20.1** |
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| **21.** | DATA ACCESS METHODS FOR LECTURE CAPTURE |  |
| **21.1** | The Committee considered the attached paper.  Dr McCabe spoke to the paper confirming that the project had worked on how best to use the lecture capture data to support the review of student engagement at modular level. It was expected that the capability to retrieve this data was to be complete by the end of the calendar year and available for use by staff from January 2020. | **REGS\_UTLC\_2019\_09\_25\_P21.1** |
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| **22.** | EQUALITY AND DIVERSITY |  |
| **22.1** | It was confirmed that the new EDI Committee had been set up and held two meetings. It was agreed that a summary of the business from the EDI Committee would be received at UTLC going forward.  It was confirmed that there were no additional equality and diversity issues to discuss under this item. | **EDI** |
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| **23.** | ETHICS |  |
| **23.1** | It was confirmed that there were no ethics issues arising from taught courses. |  |
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| **24.** | REPORT FROM THE STUDENTS’ UNION |  |
| **24.1** | The Committee considered the BAME Experience Manifesto as presented by the SU.  It was agreed that the paper would be passed to the EDI Committee for consideration.  It was commented that a number of the recommendations from within the paper were already being undertaken by the University and so it would be useful to fully review the paper to consider the resourcing, management and timelines of the remaining recommendations. | **REGS\_UTLC\_2019\_09\_25\_P24.1** |
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| **24.2** | It was confirmed that there were no remaining issues to discuss or consider. |  |
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| **25.** | EXTERNAL EXAMINERS |  |
| **25.1** | The Committee considered and approved the summary list of applications for the appointment, allocation, reallocation of duties and extensions of period of office of external examiners. | **REGS\_UTLC\_2019\_09\_25\_P25.1** |
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| **TO NOTE:** | | |
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| **26.** | CHANGES TO UNIVERSITY REGULATIONS  The Committee noted that the requested responses from all Schools have been received confirming:   * that regulatory changes made through UTLC during the preceding year have not adversely affected professional accreditation of courses. * compliance with the revised University regulations. |  |
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| **27.** | STUDENT PROTECTION PLAN  The Committee noted the Student Protection Plan approved by Senate on 26 June 2019. | **REGS\_UTLC\_2019\_09\_25\_P27.1** |
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| **28.** | **REPORTS FROM PSRBs**  The Committee noted the following reports from PSRBs: |  |
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| **28.1** | General Optical Council  Provisional approval for BSc (Hons) Optometry and School response to the conditions. | **REGS\_UTLC\_2019\_09\_25\_P28.1A**  **REGS\_UTLC\_2019\_09\_25\_P28.1B** |
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| **28.2** | Royal Society of Biology  Approval for  BSc(Hons) Biological Sciences  BSc (Hons) Biochemistry  BSc (Hons) Biology (Molecular & Cellular)  BSc (Hons) Biomedicine  BSc (Hons) Medical Biochemistry  BSc (Hons) Medical Biology  BSc (Hons) Medical Genetics  BSc (Hons) Pharmacology | **REGS\_UTLC\_2019\_09\_25\_P28.2** |
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| **28.3** | IChemE  Approval for BEng (Hons) Chemical Engineering and MEng Chemical Engineering | **REGS\_UTLC\_2019\_09\_25\_P28.3A REGS\_UTLC\_2019\_09\_25\_P28.3B** |
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| **28.4** | ICAEW  Summary of ACA credits 2019 | **REGS\_UTLC\_2019\_09\_25\_P28.4** |
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| **28.5** | CIPS Chartered Institute of Procurement and Supply  Accreditation for MSc Logistics and Supply Chain Management September 2019 to August 2020 | **REGS\_UTLC\_2019\_09\_25\_P28.5** |
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| **28.6** | Nursing and Midwifery Council  Indefinite approval of Foundation Degree Nursing Associate Level 5. | **REGS\_UTLC\_2019\_09\_25\_P28.6** |
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| **28.7** | Nursing and Midwifery Council  Indefinite approval of  BSc (Hons) Nursing - Adult  BSc (Hons) Nursing - Child  BSc (Hons) Nursing - Learning Disabilities  BSc (Hons) Nursing - Mental Health  MSc Nursing (pre-registration) - Adult  MSc Nursing (pre-registration) - Child  MSc Nursing - Learning Disabilities  MSc Nursing (pre-registration) - Mental Health  BSc (Hons) Degree Apprenticeship – Registered Nurse: Adult  BSc (Hons) Degree Apprenticeship - Registered Nurse: Child  BSc (Hons) Degree Apprenticeship - Registered Nurse: Learning Disabilities  BSc (Hons) Degree Apprenticeship - Registered Nurse: Mental Health | **REGS\_UTLC\_2019\_09\_25\_P28.7** |
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| **28.8** | JAMES  Re-accreditation and extension:  BA/BSc Popular Music Production  Provisional accreditation:  BSc (Hons) Sound Engineering and Music Production  Re-accreditation and extension:  BA (Hons) Music Technology  BA (Hons) Music Technology and Popular Music  BA (Hons) Music and Sound for Image  BMus (Hons) Creative Music Technology  Provisional accreditation:  BMus (Hons) Popular Music  BMus (Hons) Sonic Arts and Composition  BA (Hons) Music and Sound for Image  BA (Hons) Creative Music Production | **REGS\_UTLC\_2019\_09\_25\_P28.8** |
| **28.9** | The Textile Institute  Email confirmation received of:  BA (Hons) Fashion and Textile Buying Management  (From 2019/20 the above course will be named:  BA (Hons) International Fashion Buying Management)  BA/BSc Textile Practice  (From 2020/21 the above course will be named:  BA/BSc Textiles)  BA (Hons) Costume with Textiles  BA (Hons) Fashion Design with Marketing and Production  (From 2019/20 the above course will be named:  BA (Hons) Fashion Design with Marketing &  BA (Hons) Fashion Design with Digital Technology  BA (Hons) Fashion Design with Textiles  (From 2019/20 the above course will be named:  BA Fashion Design with Textiles) |  |
| **28.10** | BCS The Chartered Institute for IT  It was noted that an accreditation report is pending following a recent visit and a clarification regarding Computing Science with Cyber Security omitted from the report received in the School. |  |
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| **28.11** | PSRB Engagements 2019/20  The Committee noted the anticipated forthcoming PSRB engagements for the 2019/20 session and confirmation from Schools that preparations are in hand for these activities. | **REGS\_UTLC\_2019\_09\_25\_P28.11** |
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| **29.** | REPORTS FROM SCCP  The Committee received and noted the minutes from SCCP held on 25 June 2019. | **REGS\_UTLC\_2019\_09\_25\_P29.1** |
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| **30.** | REPORTS FROM VALIDATION PANELS |  |
|  | The Committee received and noted the reports arising from validation events.  It was confirmed that the conditions had now been met following the MSc Aspiring Clinical Leader event (paper reference 30.1F) | **REGS\_UTLC\_2019\_09\_25\_P30.1**  **REGS\_UTLC\_2019\_09\_25\_P30.1A**  **REGS\_UTLC\_2019\_09\_25\_P30.1B**  **REGS\_UTLC\_2019\_09\_25\_P30.1C**  **REGS\_UTLC\_2019\_09\_25\_P30.1D**  **REGS\_UTLC\_2019\_09\_25\_P30.1E**  **REGS\_UTLC\_2019\_09\_25\_P30.1F**  **REGS\_UTLC\_2019\_09\_25\_P30.1G**  **REGS\_UTLC\_2019\_09\_25\_P30.1H**  **REGS\_UTLC\_2019\_09\_25\_P30.1I**  **REGS\_UTLC\_2019\_09\_25\_P30.1J**  **REGS\_UTLC\_2019\_09\_25\_P30.1K**  **REGS\_UTLC\_2019\_09\_25\_P30.1L**  **REGS\_UTLC\_2019\_09\_25\_P30.1M** |
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| **31.** | REPORTS FROM REVIEW PANELS |  |
| **31.1** | The Committee received and noted the report of the Subject Review of 3D Interior/Product Design held on 7 April 2017 and School response approved by School Teaching and Learning Committee on 29 March 2018. | **REGS\_UTLC\_2019\_09\_25\_P31.1A**  **REGS\_UTLC\_2019\_09\_25\_P31.1B** |
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| **31.2** | The Committee received and noted the report of the Subject Review of Art held on 14 May 2018 and School response approved by School Teaching and Learning Committee on 20 May 2019. | **REGS\_UTLC\_2019\_09\_25\_P31.2A**  **REGS\_UTLC\_2019\_09\_25\_P31.2B** |
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| **32.** | SCHOOL TEACHING AND LEARNING COMMITTEE MINUTES |  |
| **32.1** | The Committee noted the minutes of the School of Art, Design and Architecture held on 20 May 2019 | **REGS\_UTLC\_2019\_09\_25\_P32.1** |
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| **32.2** | The Committee noted the minutes of the School of Computing and Engineering held on 5 July 2019 | **REGS\_UTLC\_2019\_09\_25\_P3.2** |
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| **32.3** | The Committee noted the minutes of the Huddersfield Business School held on 5 June 2019. | **REGS\_UTLC\_2019\_09\_25\_P32.3** |
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| **33.** | OTHER COMMITTEES |  |
| **33.1** | The Committee noted the minutes of the Learning Platforms Steering Group held on 05 June 2019. | **REGS\_UTLC\_2019\_09\_25\_P33.1** |
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| **33.2** | The Committee noted the minutes of the University International Committee held on 25 April 2018 | **REGS\_UTLC\_2019\_09\_25\_P33.2** |
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| **33.3** | The Committee noted the minutes of the University International Committee held on 17 October 2018 | **REGS\_UTLC\_2019\_09\_25\_P33.3** |
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| **33.4** | The Committee noted the minutes of the University International Committee held on 5 December 2018 | **REGS\_UTLC\_2019\_09\_25\_P33.4** |
|  |  |  |
| **33.5** | The Committee noted the minutes of the University International Committee held on 20 February 2019 | **REGS\_UTLC\_2019\_09\_25\_P33.5** |
|  |  |  |
| **OTHER BUSINESS** | | |
|  |  |  |
| **34.** | **ANY OTHER BUSINESS**  No items of any other business were received. |  |
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| **35.** | **AVAILABILITY OF AGENDA, PAPERS AND MINUTES**  It was confirmed that there were no agenda items, papers or minutes that should be treated as confidential. |  |
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| **36.** | **DATE OF NEXT MEETING**  Wednesday, 27 November 2019, at 9.30 am in The McClelland Suite, Schwann Building, level 7. |  |