

University Teaching Committee Agenda

Meeting to be held on Thursday 15 May at 9.30 am in BS/104 (Treehouse), Berwick Saul, Campus West

Papers are available in the UTC Papers Folder. Members unable to attend are asked to inform Sally O'Connor in advance (email sally.oconnor@york.ac.uk or decline the Google Calendar invite).

Please see the Category 2 Agenda [final page] for items which are: [a] information provided for information only, where discussion is not required or expected, unless a request is made to escalate an item to Category 1 and [b] supplementary information and data for items on the Category 1 Agenda.

Category 1 - Main Agenda

Section 1: Standing Items

No.	Item	Item Code	Status	Lead(s)
1.1 9.30 hrs	Welcome and apologies for absence	N/A	To note_	All Members
1.2	Declaration of Interests in items on the Agenda	N/A	To note_	Chair
1.3	Unreserved Minutes of the UTC meeting held on 16th February 2025	UTC.24-25/83	To confirm	Chair
1.4	Action Tracking and Matters Arising from the Minutes	N/A	To note	Chair
1.5	Report of Chair's Action taken since the last meeting	UTC.24-25/84	To note	Chair
1.6 9.35 hrs	Report from the Chair	N/A	To note	Chair
1.7	Report from the Deputy Chair	N/A	To note	Deputy Chair
1.8	Oral report from the Student Representatives	N/A	To note	Student Reps
1.9 9.40	NSS Update	N/A	To note	AD TLS (Sciences)
1.10 9.45	AI Update (including Position Statement on AI)	UTC.24-25/85	To approve	Associate PVC TLS

Section 2: Strategic Development, Performance Monitoring and Student Insight items for consideration and/or decision

No.	Item	Item Code	Status	Lead(s)
2.1 10.00	NSS Prioritised Areas	UTC.24-25/86	To approve	AD TLS, Sciences
2.2 10.15	Sustainable Institution Wide Language Provision	UTC.24-25/87	To approve	AD TLS, Arts and Humanities, Eloísa Monteoliva García (Director Professional Language Training), Monika Schmid (HoD LLS)
2.3 10.30	Proposed Updates to the Together York Community Declaration	UTC.24-25/88	To approve	Deb Ward (Head of Internal Communications and Engagement)
2.4 10.45	Proposed York 'Education Academy'	UTC.24-25/89	To approve	Head of Academic Quality and Development
BREAK				

Section 3: Policy and Regulatory Matters

No.	Item	Item Code	Status	Lead(s)
3.1 11.10	Policy on Reasonable Adjustments in Teaching, Learning and Assessment	UTC.24-25/90	To approve	Jess Penn (Head of Inclusive Education); Claire Wilkinson (Disability Services Manager)
3.2 11.25	Assessment and Feedback Proposals: <ol style="list-style-type: none"> a) Key Assessment Vocabulary Definitions b) Policy on Scheduling Assessments c) Policy on Assessment Lengths and Timeframes d) Policy on Managing the Delivery of Closed and Open Book Examinations 	UTC.24-25/91	To approve	Adrian Lee (Academic Quality Policy Manager)

Section 4: Quality Assurance Processes

No.	Item	Item Code	Status	Lead(s)
4.1 11.55	Postgraduate Taught External Examiners Report	UTC.24-25/92	To note	Aimée Yeoman (Academic Quality Policy Officer)
4.2 12.10	Academic Misconduct Analysis	UTC.24-25/93		Aimée Yeoman (Academic Quality Policy Officer)

Section 5: Sub-committee Summaries and Meeting-related information

No.	Item	Item Code	Status	Lead(s)
5.1	No items for this section			

Date of the next meeting: 12 June 2025

Duncan Jackson (duncan.jackson@york.ac.uk)

Items relating to the Meeting to be held on Thursday 15 May 2025 at 9.30 am, in BS/104 (Treehouse), Berwick Saul, Campus West

Category 2 Agenda Items are provided for: [a] information only, where UTC discussion is not required or anticipated, unless a request is made to escalate an item is from Category II to Category I for consideration OR as [b] supplementary information and data for items on the Category I agenda.

Section 6: Category 2 Items

Items for Information

No.	Item	Item Code	Cross-reference to Category I Agenda Item (where relevant)
6.1	Interim Policy Statement on Reasonable Adjustments for Taught Students	UTC.24-25/94	1.5 Chair's Action Report
6.2	Standing Committee on Assessment: a) Summary of the meeting held on 2 May 2025	UTC.24-25/95	
6.3	Faculty Learning and Teaching Groups: summary from the meetings on: a) Sciences, 18 February 2025	UTC.24-25/96	
6.4	IPC PMB Minutes of the meeting held on 26 March 2025	UTC.24-25/97	
6.5	Apprenticeship Monitoring Board Minutes of the meeting held on 10 December 2024	UTC.24-25/98	

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