

University Teaching Committee Agenda

Meeting to be held on Thursday 4 July 2024 at 9.30 am in Room HG/21, Heslington Hall, Campus West

Papers are available in the UTC Papers Folder. Members unable to attend are asked to inform Caroline Ollier in advance (email caroline.ollier@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 May 2024	UTC.23-24/95	To confirm	Chair
1.4	Action Tracking and Matters Arising from the Minutes	UTC.23-24/96	To note	Chair
1.5	Report of Chair's Action taken since the last meeting	UTC.23-24/97	To note	Chair
1.6 9.35 hrs	Oral Report from the Chair	N/A	To note	Chair
1.7	Oral 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

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

No.	Item	Item Code	Status	Lead(s)
2.1 9.40 hrs	Changing Academic Work (Verbal Update)	N/A	To consider	Chair
2.2 9.45 hrs	Update on TEF 2027 Plans (Verbal Update)	N/A	To consider	Head AQ&D
2.2 9.50 hrs	Degree Outcomes Analysis 2022/23	UTC.23-24/98	To consider	Interim Head of Strategic Insight and Analysis (Niall Booth)
2.4 10.00 hrs	Proposal for Mandatory Reading Lists	UTC.23-24/99	To approve	Access and Procurement Development Manager (Anthony Sinnott)
2.5 10.10 hrs	Annual Report on Academic Skills Steering Group.	UTC.23-24/100 (Slides also to be presented in-committee)	To consider	Director, Library, Archives and Learning Services
2.6 10.25 hrs	Update: Assessment and Feedback Project	UTC.23-24/101	To consider	Interim Head Academic Affairs, Chair SCA, Head AQ&D, Interim Head Inclusive Education
2.7 10.35 hrs	Annual Review of VLE site design principles	UTC.23-24/102	To consider	Assistant Director LALS, Digital Education (Richard Walker)

Section 3: Policy and Regulatory Matters

No.	Item	Item Code	Status	Lead(s)
3.1 10.45 hrs	Congregation for Awards <i>In Absentia</i>	N/A	To note	Chair
3.2 10.50 hrs	Revised Exceptional Circumstances Policy and Process	UTC.23-24/103	To approve	Chair SCA
3.3 11.00 hrs	Academic Misconduct Policy Update	UTC.23-24/104	To approve	Chair SCA
Break				

No.	Item	Item Code	Status	Lead(s)
3.4 11.20 hrs	Assessment of Technical Proficiency in the English Language	UTC.23-24/105	To approve	Interim Director Academic Affairs, Chair SCA
3.5 11.30 hrs	Student Academic Engagement Wellbeing and Check-In System	UTC.23-24/106	To consider	Academic Engagement Manager (Elle Stockdale)
3.6 11.40 hrs	Remote Study Delivery: UKVI Draft Policy Response	UTC.23-24/107	To approve	Deputy Director Student Services

Section 4: Quality Assurance Processes

No.	Item	Item Code	Status	Lead(s)
4.1 11.45 hrs	MBA Healthcare Management	UTC.23-24/108a UTC.23-24/108b	To approve	Reviewers: Richard McClary, Simon O'Keefe
4.2 11.50 hrs	PGCert Health Statistics	UTC.23-24/109a UTC.23-24/109b	To approve	Reviewers: Tracy Lightfoot, Matthew Perry
4.3 12.10 hrs	Weald and Downland Living Museum Revalidation of Partnership Report	UTC.23-24/110	To approve	AQ&D Policy Manager (Adrian Lee)

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

No.	Item	Item Code	Status	Lead(s)
	There are no items under this section			

Date of the next meeting: 26 September 2024

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

Items relating to the Meeting to be held on Thursday 4 July 2024 at 9.30 am, in Room H/G21, Heslington Hall, 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	City College Approved Teaching Staff	UTC.23-24/111	1.5 Chair's Action Report
6.2	Principles of Assessment and Feedback	UTC.23-24/112	1.5 Chair's Action Report
6.3	Exceptional Circumstances Policy	UTC.23-24/113 Appendix 1	3.2 Revised Exceptional Circumstances Policy and Process
6.4	PGCert Health Statistics_External Assessor Comment Form	UTC.23-24/114	4.2 PGCert Health Statistics
6.5	WDLM Revalidation and Partnership Report Appendices: <ul style="list-style-type: none"> • Revalidation Visit Report (appendix 1) • Revalidation Visit Action Plan (appendix 2) 	UTC.23-24/115 Appendix 1-2	4.3 Weald and Downland Living Museum Revalidation of Partnership Report
6.6	Minutes from FLTGs on 22 May 2024: <ol style="list-style-type: none"> a) Sciences b) Arts and Humanities 	UTC.23-24/116	N/A
6.7	York Online Quality Review Group Report from the York-HEP Joint Monitoring Board 23 April 2024	UTC.23-24/117	N/A
6.8	Institutional Examiner Report 2022-23	UTC.23-24/118	N/A
6.9	Student Support Plans Project: Disability Services Review Update	UTC.23-24/119	N/A
6.10	OIA Complaints Annual Report	UTC.23-24/120	N/A
6.11	Update on the Implementation of the Progression and Award Rules Project	UTC.23-24/121	N/A
6.12	Revisions to Policy regarding Assessment adjustments under SSPs.	UTC.23-24/122	N/A

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