

# University Teaching Committee Agenda

**Meeting to be held on Thursday 8 June 2023 at 9.30 am in Room H/G21, Heslington Hall, Campus West**

Papers are available in the [UTC Papers Folder](#). Members unable to attend are asked to inform David Gent in advance (email [david.gent@york.ac.uk](mailto:david.gent@york.ac.uk)).

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	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 30 March 2023	UTC.22-23/69	To confirm	Chair
1.4	Action Tracking and Matters Arising from the Minutes not covered elsewhere on the Agenda	UTC.22-23/70	To note	Chair
1.5	Report of Chair's Action taken since the last meeting	UTC.22-23/71	To note	Chair
1.6	Oral Report from the Chair	N/A	To receive	Chair
1.7	Oral report from the Student Representatives a) Oral Reports b) Highlights from YUSU focus groups on the experience of international students (see Category 2 papers)	N/A	To receive	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	Update on the Assessment and Feedback Project	UTC.22-23/72	To consider	Head of Apprenticeships and Inclusive Learning
2.2	Revisions to Policy and Procedure on Annual Programme Review and Periodic Review	UTC.22-23/73	To approve	Associate PVC, TLS
2.3	Degree Outcomes Analysis	UTC.22-23/74	To consider	Head of Strategic Insight and Analysis
2.4	Revisions to Exceptional Circumstances Process	UTC.22-23/75	To approve	Chair of SCA
2.5	Evaluation of new student representation initiatives	UTC.22-23/76	To consider	YUSU Rep
2.6	Interdisciplinary Teaching: Oral update	N/A	To receive	Associate Dean (TLS), Arts and Humanities

**Section 3: Policy and Regulatory Matters**

No.	Item	Item Code	Status	Lead(s)
3.1	Revisions to Student Protection Plan	UTC.22-23/77	To approve	Head of Academic Quality
3.2	Assurance Report on Alignment to Office for Students B Conditions of Registration	UTC.22-23/78	To consider	Chair; Assistant Secretary
3.3	Progression and Award Rules	UTC.22-23/79	To approve	Chair of SCA

**Section 4: Quality Assurance Processes**

No.	Item	Item Code	Status	Lead(s)
4.1	Report and action plan arising from the 3-Year review of York Online Management programmes	UTC.22-23/80	To consider	Associate PVC TLS
4.2	Summary of UG External Examiners' Reports 2021-22	UTC.22-23/81	To note	Chair of SCA

No.	Item	Item Code	Status	Lead(s)
4.3	Summary of PGT External Examiners' Reports, 2021-22	UTC.22-23/82	To note	Chair of SCA

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

No.	Item	Item Code	Status	Lead(s)
5.1	Oral update from Special Cases Committee	N/A	To receive	Chair of SCC
5.2	Notes from Faculty Learning and Teaching Groups: a) Sciences: 4 May 2023	UTC.22-23/83	To receive	Associate Deans of Faculty (TLS)
5.3	Report from the Standing Committee on Assessment meeting held 12 May 2023	UTC.22-23/84	To receive	Chair of SCA

Date of the next meeting: Thursday 13 July 2023, 9.30 am, in HG/21, Heslington Hall.

**David Gent**

david.gent@york.ac.uk

[Category 2 items on next page]

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**Items relating to the Meeting to be held on Thursday 8 June 2023 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	Revised Exceptional Circumstances affecting Assessment Policy (EC6 and EC8)	UTC.22-23/75, Appendix 1	UTC.22-23/75, Revisions to the Exceptional Circumstances Process
6.2	Progression and Award Rules: Appendix 2 (Draft UG Rules) and Appendix 3 (Draft PGT Rules)	UTC.22-23/79, Appendix 2 and 3	UTC.22-23/79, Progression and Award Rules
6.3	External Assessors' Reports from 3-Year Review of York Online (Management) provision	UTC.22-23/80 Appendices 1-2	UTC.22-23/80, 3-Year Review Report
6.4	Revised VLE Site Design Principles (as approved by the Chair)	UTC.22-23/85	Report of Chair's action
6.5	Academic Skills Steering Group: notes from the meeting held 13 February 2023.	UTC.22-23/86	
6.6	Library and Archives Committee: unconfirmed notes from the meeting held 16 January 2023.	UTC.22-23/87	N/A
6.7	Report from YUSU focus groups on the experience of international students	UTC.22-23/88	Oral report from the student representatives

**David Gent**  
**2 June 2023**  
 david.gent@york.ac.uk