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LIVERPOOL HOPE UNIVERSITY

MEETING OF ACADEMIC COMMITTEE

Minutes of the Meeting held on 8th June 2022

PRESENT: Dr P Haughan (in the Chair), Professor D Bolt,
Professor S Kelly, Mr I McKenna,
Dr Namrata Rao (representing Professor Bamber), Dr K Wagner,
Professor C Wakefield, Dr C Walsh

Secretariat: Mr D Dykins

1. Minutes of the previous meeting

Members had received the minutes of the Academic Committee held on 25th May 2022. These were **APPROVED** as an accurate record subject to an amendment on Recommendation 5 of the PGT Review (actum 4vi).

2. Matters Arising

There were no matters arising.

3. Terms of Reference (ToR)

Members had received the ToR for the Network of Hope Experience & Academic Quality Committee. Members suggested some minor amendments which Dr Walsh agreed to make.

Members **RECOMMENDED FOR APPROVAL** the ToR for the Network of Hope Experience & Academic Quality Committee.

4. Course Approval and Review

Members had received an updated draft of Quality Handbook 6 (QH6), Process for Withdrawal or Suspension of Courses. Dr Haughan noted that an additional section had been added for the Network of Hope. Dr Rao noted that Masters provision was not included and suggested that it should be similar to the process for the Network of Hope. Dr Haughan agreed to include this and to include reference to Spurgeon's. Section 1 will also be amended to include reference to the University Academic Committee, as opposed to the School Academic Committee.

Members **RECOMMENDED FOR APPROVAL** QH6, subject to the above amendments.

5. Learning, Teaching and Assessment (LTA)

Members had received a sample template and spreadsheet for the ARE Process for 2021-22 for CPA. Dr Walsh and her team are compiling a bespoke prepopulated template for each School/Subject using external data supplied by the OfS, including the performance thresholds they have set, which Dr Walsh has highlighted using a RAG rating. She explained that the aim is to focus on the red and amber data required for B3 (which may be further

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amended by the OfS), the TEF and the APP. The spreadsheet provided also gives other indicators which are above the threshold. Dr Walsh noted that the requirement for submission of applications for TEF awards had been delayed until early 2023.

Final Versions of bespoke templates will be sent out by the end of this week. Each School/Department will be responsible for using the template to provide a narrative and action plan around the data. There is also a separate section to capture other enhancement areas not focussed on in the data section. The NSS data captured in this document is that for NSS2021 which is all that is available through the OfS portal at present. Once NSS 2022 data is available this will be the subject of separate action plans.

The templates will be released by the end of this week and a deadline for completion agreed.

6. Assessment Descriptors and Marking Scales

Members had received both documents. The marking scales have been amended to merge UG and PG marking conventions and Dr Walsh explained that she had consulted colleagues responsible for PGCE courses and incorporated some slight differences. She also explained changes in the marginal fail category to ensure that compensation rules could apply.

Members **RECOMMENDED FOR APPROVAL** the Marking Scales; the Assessment Descriptors do not require formal approval as amendments are cosmetic.

7. Partnerships and Accreditation Committee: Minutes of meeting on 10th May 2022

It was suggested that any accreditation associated with a particular course should be included on certificates. However, a blanket format may not be appropriate. A partnership lead is also required for Spurgeon's College.

Action: Dr Walsh to draft a proposal for accreditations to be included on certificates

8. Any Other Business

Members had received for information a list of courses (see Appendix) which had been submitted to Dr Haughan for reapproval, and which she would be recommending to Senate for Approval.

9. Post-Meeting Note: External Examiner Nominations

The following nominations were approved after the meeting via Chair's Action:

| Subject | Name | Institution | Commence | Comments |
|--------------------------------------|-----------------------------|-----------------------|-----------|----------|
| SD Primary | Ms Kate Elizabeth Glanville | Sunderland University | June 2022 | APPROVED |
| BA Social Policy MA Social Policy | Dr Jonathan Pratt | UCLAN | June 2022 | APPROVED |

The following nominations were received for requests to amend their current status:

| Subject | Name | Nature of Request |
|-------------------------|----------------|------------------------|
| BA Hons Early Childhood | Dr Jo Mc Nulty | REALLOCATION OF DUTIES |

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Appendix

Course Reapprovals (see section 8 in the minutes)

A number of courses were **RECOMMENDED TO SENATE to go forward with the reapproval process** by the Chair of Academic Committee:

- BAC/BScC Major in Sport and Exercise Science
- BAC Major in History
- BAC Major in International Relations
- BAC Major in Politics
- BA (Hons) History
- BA (Hons) International Relations and Politics
- MA History
- MA Contemporary Performance
- *BAC Major in Accounting and Finance,
- *BA Accounting and Finance

**Approved via Chair's Action*