

**Academic Policy & Regulations Committee**

There will be a meeting of the Academic Policy & Regulations Committee at **10.30 am** on **03 February 2011**, in The Beale Room (Committee Room 1, G32, Aston Webb).

Apologies for absence should be addressed to Nina Morris, Academic and Student Administration, Academic Services (tel. 42265 email: n.l.morris@bham.ac.uk).

Nina Morris  
Secretary

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**AGENDA**

1. Minutes

*To approve:*

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| (a) | <u>The minutes of the meeting held on 06 October 2010</u>                | APRC.11.02.01<br>(enclosed) |
| (b) | <u>The minutes of the extraordinary meeting held on 17 November 2010</u> | APRC 11.02.02<br>(enclosed) |

2. Matters arising on the Minutes not addressed elsewhere on the agenda

- (a) Report on minor amendments made to Student Complaints and Concerns Policy (Minute 10/37 refers)

Report that the amendments to the Policy as regards mediation are as follows:

*3.6 If all parties are agreeable, mediation may be attempted at the informal stage as well as at the formal stage of the Procedure. If this is the case, referral will be made to one of the team of University mediators, who are members of staff experienced in dealing with student problems and trained and qualified in mediation (see paragraphs 5.1 – 5.8 below). **If mediation is attempted at the informal stage, it will not normally be repeated at the formal stage unless the parties consider that it would be advantageous.***

- (b) Report on the PSIBS exemption request (Minute 10/39 (b) refers)
- (c) Report on creation of working group to look at the Code of Practice on Student Development and Support
- (d) Report on proposal for following up time-sensitive exemptions with effect from 2011/12

3. Amendment to Regulations

*To consider:*

- (a) A clarification to the Code of Practice on Student Development and Support in Schools 3.2.2 and the Code of Practice on Taught Programme and Module Assessment 7.1 APRC 11.02.03  
(enclosed)

A paper proposing clarifications to the Codes of Practice, relating to the four-week assessment feedback period.

- (b) A paper outlining proposed amendments to Regulations 6.4.1, 6.4.3 and 6.4.4 with reference to institutions or organisations offering programmes leading to University of Birmingham awards APRC 11.02.04  
(enclosed)

A paper setting out amendments to Regulation 6.4.1, 6.4.3 and 6.4.4 relating to the Regulations of institutions or organisations offering programmes leading to University of Birmingham awards and appeals within collaborative agreements.

- (c) Paper discussing amendments to Regulation 7.2.6 (i) relating to a registered student's attempt to retrieve failure for a module APRC 11.02.05  
(enclosed)

A paper discussing amendments to Regulation 7.2.6 (i) relating to a registered student's attempt to retrieve failure for a module in a specific instance.

- (d) Proposed amendment to Regulation 8.3.5 and the Code of Practice on Misconduct and Fitness to Practise Committee to enable cross-College membership on College Misconduct Committees APRC 11.02.06  
(enclosed)

Paper setting out amendments to Regulation 8.3.5 and the Code of Practice on Misconduct and Fitness to Practice to enable cross-College membership on College Misconduct Committees when determining allegations of misconduct involving two or more students registered within two or more Colleges.

#### 4. Requests for Exemption

*To consider:*

- (a) A paper requesting exemption from Regulation 7.2.4 (b) relating to the thesis length for the PhD in the proposed PhD in Practice-based Research – Playwriting, Performance, Dramaturgy. APRC 11.02.07  
(enclosed)
- (b) A paper requesting exemption from 2011/12 Regulation 6.2.3 (a) for current students on the degree of MD for implementation in 2011/12 (Minute 10/38 (c) refers). APRC 11.02.08  
(enclosed)

5. Chair's Action

*To report:*

That Chair's Action was taken between October 2010 and February 2011 in relation to:

- (a) A request for exemption from Regulation 7.3.1 (b) for the Birmingham Law School.

This exemption allows the Law School to state that a student can fail 30 credits in their final year, but still be eligible for the award of an honours degree on the LLB for Graduates 2-year programme during the 2010/11 session.

- (b) A request for exemption from Regulation 6.4.4 relating to students who are registered at University College Birmingham (UCB) on programmes of study leading to an award of the University of Birmingham (UoB).

This exemption clarifies that students who are registered at UCB on programmes of study leading to an award of the UoB may not appeal to UoB against the decisions of UCB Boards of Examiners.

- (c) An amendment to Regulation 6.1.3 (a) (viii) and 6.2.3 (a) in order to regularise a situation that has been in operation since the inception of the Doctor of Business Administration (DBA).

This exemption relates to the programme length being four years, and that likely completion is in a range of four to six years.

- (d) An amendment to the Code of Practice on Misconduct and Fitness to Practice.

This exemption allows groups of two or more students registered in more than one college against whom allegations concerning misconduct have been made to be referred jointly to one College Misconduct Committee.

6. Date of Meetings for the Academic Year 2010/11

*To note:*

That the next meeting of APRC will be held in The Beale Room (Committee Room 1), G32, Aston Webb on Thursday 19 May 2011 at 2.30 pm.