UNIVERSITY OF BIRMINGHAM

Academic Policy & Regulations Committee

There will be a meeting of the Academic Policy & Regulations Committee at **10.00am** on **23 November 2012**, in The VC's Meeting Room, Aston Webb Building.

Apologies for absence should be addressed to Gillian Davis, Registry, Academic Services (42807, g.j.davis@bham.ac.uk).

Gillian Davis
Secretary

AGENDA

1. Terms of Reference and Membership — APRC.12.11.01.

   To consider:

   The proposed terms of reference and membership of the Academic Policy and Regulations Committee for 2012/13

2. Minutes — APRC.12.11.02.

   To approve:

   The minutes of the meeting held on 01 June 2012.

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

   (a) Guidance Notes for programmes delivered in a language other than English (Minute 12/37 refers)

   To Note:

   That the requested amendments were carried out and the document subsequently published.

   (b) Legislation Pertaining to Student Misconduct (Minute 12/38 refers) and Code of Practice on Plagiarism (Minute 12/39 refers)

   To Note:

   i. That the requested amendments were carried out and the relevant legislation subsequently published;
   ii. That a paper will be put to University Education Committee on the matter of plagiarism in formative work. If Education Committee supports the investigation of suspected plagiarism in formative work, a further paper will be presented to APRC; and
   iii. That liaison between Human Resources, Student Services and Legal Services is required to determine the appropriate procedures for investigation of plagiarism by staff who are also students. A further paper will be presented to APRC once a position has been established.

Items to Consider

4. Amendment to the Codes of Practice on Primary Appeals and Senate Review Procedures, the Student Concerns and Complaints Procedure, and the Guidance Note on Consideration of Grievances submitted to Council by Registered Students of the University. APRC.12.11.03.

To consider:

Proposed amendments to the above procedures, with immediate effect.

5. Introduction of the Master of Fine Arts Award APRC.12.11.04.

To consider:

A proposal for the introduction to the University of an award entitled Master of Fine Arts, with effect from 2013/14 academic session.

6. Code of Practice on Extenuating Circumstances and Fit to Sit Procedures APRC.12.11.05.

To consider:

A proposed amendment to the Code of Practice on Extenuating Circumstances and Fit to Sit procedures, from the 2013/14 session.

Items to Receive

7. Progress and Awards Board Terms of Reference APRC.12.11.06.

To receive:

The Terms of Reference of the Progress and Awards Board.

8. Professional Statutory and Regulatory Bodies Policy APRC.12.11.07.

To receive:

The University's PSRB Policy, which is maintained and approved by the PSRB Committee, a sub-committee of the Collaborative Provision Committee.

9. Chairs Action APRC.12.11.08.

To report:

That That Chair's Action was taken between June and November 2011, in relation to a number of items, detailed in paper APRC.12.11.

10. Any Other Business

11. Date of the Next Meeting

To note:

That the next meeting of APRC will be on **Monday 11th February 2013,** at **2.30pm**, in Nuffield G18