

**e-Business Meeting of the Senatus Academic Policy and Regulations
Committee (APRC)
Friday 18 November – Tuesday 29 November 2022**

CONFIRMED MINUTE

1.	<p>Welcome to new members APRC welcome four new members to the Committee.</p> <ul style="list-style-type: none"> - Dr Aidan Brown (CSE) joins APRC as an elected member of Senate - Dr Murray Earle (CAHSS) joins APRC as an elected member of Senate - Dr Donna Murray joins APRC as the representative for the Institute for Academic Development - Dr Uzma Tufail-Hanif (CMVM) joins APRC as an elected member of Senate <p>APRC extends its thanks to departing member Professor Catherine Bovill, formerly the Institute for Academic Development representative, for her service on the Committee.</p> <p>The Committee will formally welcome new members and thank departing members at the next Ordinary meeting.</p>	
2.	<p>Matters Arising</p> <p><u>Code of Conduct</u> There were minor changes to the draft Code approved by APRC at its 26 May 2022 meeting. These minor changes will be based on observations from Senate and the General Council. Court requested observations from both of these bodies prior to considering approval of the revised Code. Due to the timing of feedback being received from these bodies and the timing of the next Court meeting, there is insufficient time to present changes to APRC. Any minor changes will be presented to the Convener of APRC for approval, prior to the updated Code being presented to Court for final approval at their meeting on 5 December 2022.</p>	
For approval		
3.	<p>Proposed amendments to the Academic Misconduct Procedure - responses to queries For approval</p> <p>APRC approved the paper, subject to minor amendments to the wording of a small number of regulations. These changes would be incorporated into the final Procedure.</p> <p>3.3 – A minor amendment to correct syntax</p> <p>3.4 - A minor amendment to correct syntax. A query was raised regarding the IAD support referred to under 3.4. It was confirmed that this refers to the existing online resources provided on the IAD website which Academic Services currently refer students to. A minor amendment to the phrasing would be made to direct students to appropriate sources of support within the University rather than referral to specific support services.</p> <p>3.5 – A minor amendment to correct syntax</p>	APRC 22/23 2A

	<p>3.7 – A minor amendment to correct syntax</p> <p>3.9 – A minor amendment to clarify the marks which must not be ratified or published</p> <p>A query was raised regarding record keeping and a suggestion for records to be handled in a similar manner to Learning Adjustment profiles on EUCLID. This comment would be passed to the paper author for consideration.</p> <p>A query was raised regarding the proportion of SAMOs who were consulted on the changes. Each of the Colleges confirmed that SAMO's were consulted on the proposed changes and no concerns were raised.</p> <p>A suggestion for academic misconduct penalties to be applied after special circumstances outcomes have been considered was received. The application of special circumstances outcomes is a matter for Board of Examiners to determine and this is separate from the academic misconduct process, however this comment would be passed to the paper author for consideration.</p> <p>It was clarified that SAMOs are not being asked to make a judgement on whether a penalty could result in a student failing a course, which is unlikely to be clear at the time that penalties are being considered.</p>	
4.	<p>Online exam arrangements for 2022/23 For approval</p> <p>This item of business is closed.</p>	APRC 22/23 2B CLOSED
5.	<p>Exceptional permission to consider a Higher Degree For approval</p> <p>This item of business is closed.</p>	APRC 22/23 2C CLOSED
6.	<p>Industrial action: External Examiners For approval</p> <p>The majority of the Committee supported this item with members noting that this approach in line with the action taken in previous years, which has worked well.</p> <p>A small number of members did not support this item. One member noted that decisions should be taken in a democratic manner and by the whole Committee and that decisions could be reached timeously through e-Business which would allow numerous members to feed into decision making.</p> <p>Concern was raised that expedient decision making may lead to a compromise of academic standards.</p> <p>Another member noted that efforts should be made to resolve the ongoing action, without compromising academic standard. APRC's ability</p>	APRC 22/23 2D

	<p>to resolve the ongoing action is limited as this is outside of the Committee's remit.</p> <p>Given the responses received, this paper is considered approved. The Convener and/or Vice-Convener have authority to make a decision on concessions relating to external examiner regulations. The Convener and paper author held further discussions with those members who raised concern during the e-business meeting. In light of those discussions, the Convener agreed that if there is sufficient time to allow the Convener or Vice-Convener to consult Committee members ahead of reaching a decision, the Committee will have a short window of up to 48 hours to feed comments in. The final decision will rest with the Convener or Vice-Convener and in urgent cases they will have the authority to make a decision without Committee consultation. There will be an opportunity for further discussion on this item at the next meeting.</p>	
For information		
7.	<p>Update from the Coursework Extensions & Special Circumstances Task Group & November 2022 ESC Review Update For information</p> <p>APRC noted this paper.</p> <p>Comments received on this item would be passed to the paper authors.</p>	APRC 22/23 2E