

UNIVERSITY OF HERTFORDSHIRE HIGHER EDUCATION CORPORATION

SCHOOL ACADEMIC COMMITTEE - HERTFORDSHIRE LAW SCHOOL

MEETING TO BE HELD ON WEDNESDAY, 22 JUNE 2022 FROM 13:30 HOURS VIA MS TEAMS

AGENDA

*Please note the venue/time for this meeting and take the papers as read
The meeting will be conducted according to the [Microsoft Teams Meeting Protocol-v1.0.docx](#)*

Item No.	Item	Pages	Confidential (Y/N)	Lead
1	APOLOGIES	-	-	-
2	DECLARATIONS OF INTEREST - To note any declarations of interest by members, Officers in Attendance or others present in any of the matters to be considered during the meeting.	-	-	-
3	MINUTES - 16 March 2022 - To confirm and authorise the Chair to sign the minutes.	5 - 12	Y	-
4	MATTERS ARISING FROM THE MINUTES	13 - 14	Y	-
5	Any other matters arising from the minutes not taken elsewhere on the agenda.	-	-	-
6	STUDENT RECRUITMENT - To receive an oral report concerning student recruitment from Elizabeth Kirkbride.	Verbal Report	-	EK
ACADEMIC QUALITY AND STANDARDS				
7	Associate Dean of School (Academic Quality Assurance) To receive a report from Dr Barbara Henry, Associate Dean of School (Academic Quality Assurance), concerning matters relating to academic quality and standards.	15 - 16	Y	BH
8	Programme Specifications - In compliance with UPR AS17, to approve proposed amendments to Programme Specifications.	17 - 18	Y	BH
9	Matters referred from the Academic Standards and Audit Committee (ASAC) - 15 March 2022	19 - 20	Y	-
10	Matters referred from the Academic Standards and Audit Committee (ASAC) - 3 May 2022	21 - 22	Y	-

11	Annual Report on the Continuous Enhancement Planning (CEP) Process - The Annual Report on the Continuous Enhancement Planning (CEP) Process would be received at the next meeting on 23 November 2022.	-	-	-
12	Programme Committee - To note any substantive items that the Programme Committees wish to draw to the attention of the School Academic Committee	-	-	-
13	Collaborative Partners - To receive a report from Dr Laura Lo Coco, Collaborative Partnership Leader, for West Herts College, Hertfordshire International College and the two short courses concerning any matters which should be brought to the particular attention of the Committee or should be discussed at the meeting.	23 - 24	Y	-
STUDENT EXPERIENCE AND LEARNING AND TEACHING				
14	Associate Dean of School (Learning and Teaching) - To receive a report from Neal Geach, Associate Dean of School (Learning and Teaching), concerning matters relating to learning and teaching.	To Follow	-	NG
15	National Student Survey (NSS) - To consider an analysis of the findings of the National Student Survey relating to the School.	-	-	-
16	Information Manager Report - To consider the Information Manager Report June 2022 from Jane Bilson.	25 - 26	Y	-
17	Student matters - To consider any student matters.	-	-	-
RESEARCH				
18	Associate Dean of School (Research) - To receive a report from Dr Barbara Henry, concerning research in the School and any matters relating to research degrees and research scholarships.	27 - 28	Y	BH

OTHER MATTERS

19	<p>CLERKS REPORT -</p> <p>To note Members wishing to comment on any item in the Clerk's report, which consists of items requiring formal note and /or approval, are asked to inform the Chair, through the Clerk, e-mail: m.pardey@herts.ac.uk - telephone extension 1056, not less than 48 hours before the meeting. If no such indications are received, the report will be taken as noted and approved.</p>	29 - 82	Y	-
20	<p>UNIVERSITY POLICY AND REGULATION COMPLIANCE -</p> <p>To consider any matters concerning compliance with University policy and regulation which have not already been considered during the meeting.</p>	-	-	-
21	<p>RISK -</p> <p>To consider any risks inherent in the matters dealt with by the Board during the meeting but not discussed when the item was taken.</p>	-	-	-
22	<p>EMERGENCY BUSINESS -</p> <p>(Admissible only with the consent of the Chair given prior to the meeting.)</p>	-	-	-
23	<p>DATE OF NEXT MEETING - 23 November 2022 at 13.30 hours via MS Teams</p> <p>Items for the Agenda should be notified to the Clerk, Michelle Pardey (e-mail m.pardey@herts.ac.uk) by Wednesday, 3 November 2022. Supporting papers should be lodged with the Clerk no later than Wednesday, 10 November 2022.</p>	-	-	-