**QUALITY SUPPORT SERVICE**

**Quality and Standards Update**

**Consolidated Version 2021/22**

This document shows the status of all changes to the University’s Quality and Standards Framework during academic year 2021-22.

**Table of Contents**

[APPROVED AMENDMENTS TO THE QUALITY AND STANDARDS FRAMEWORK](#Approved)

[ASSESSMENT 3](#_Toc144298181)

[EXTERNAL EXAMINERS 4](#_Toc144298182)

[MONITORING AND ENHANCEMENT 5](#_Toc144298183)

[PROGRAMME REGULATIONS 5](#_Toc144298184)

[MONITORING AND ENHANCEMENT 7](#_Toc144298185)

[STUDENT INFORMATION 8](#_Toc144298186)

[HOUSEKEEPING AMENDMENTS 11](#_Toc144298187)

**APPROVED AMENDMENTS TO THE QUALITY AND STANDARDS FRAMEWORK**

## ASSESSMENT

| **Quality Handbook** | **Details** | **Implementation** |
| --- | --- | --- |
| **Digital Education and Assessment Strategy** | The University developed a new strategy for Digital Education and Assessment.  The Digital Education and Assessment Strategy provides the overarching principles to reinforce and enhance the use of digital practices across teaching and learning. The strategy provides the key principles in designing and implementing digital teaching and assessment, building on the progress made in recent years and learning from the response to the Coronavirus pandemic.  This is an addition to the University’s Inclusive Assessment Policy and the overarching Education Strategy.  Education Committee, July 2021  Senate, Sept 2021 | Implementation: Sept 2021  Application to collaborative provision: for information |
| **University Code of Practice: Assessment Procedures** | The University revised its Code of Practice: Assessment Procedures.  Amendments included:   * Clarifies that taught modules must have a formative as well as summative assessment strategy (1.4). * Removes reference to long thin modules. * Introduces pass/fail assessment (6). * Distinguishes non-attendance/non-submission from a zero-fail mark. (8). * Changes to published submission times for coursework assessment (9.2). * Removes reference to the timeframe for resubmission (12).   Education Committee, July 2022 | Implementation: Sept 2022  Application to collaborative provision: mandatory |
| **University Code of Practice: Recognition of Prior Learning** | The University revised its Code of Practice: Accreditation of Prior Learning. The Code was amended to replace the terminology of ‘accreditation of prior learning’ with ‘recognition of prior learning’. This reflects sector practice.  Education Committee, July 2022 | Implementation: Sept 2022  Application to collaborative provision: mandatory |
| **University Regulations Governing Academic Misconduct** | The University revised its Regulations Governing Academic Misconduct. The regulations were amended to replace the terminology of ‘university warning’ with ‘formal warning’ in UG Penalties 2 and 3, which are issued by faculty. The use of University Warning will be retained in Penalties 4 and 5, which are issued by University Academic Misconduct Panels.  Education Committee, July 2022  Senate, Aug 2022 | Implementation: Sept 2022  Application to collaborative provision: mandatory |

## EXTERNAL EXAMINERS

| **Quality Handbook** | **Details** | **Implementation** |
| --- | --- | --- |
| University Code of Practice: External Examining | The University revised the Code of Practice: External Examining.  The Code was amended to include reference to Emeritus Professors in relation to the nomination of external examiners (para 4.6(a)).  Education Committee, Dec 21 | Implementation: Dec 2021  Application to collaborative provision: mandatory |

## MONITORING AND ENHANCEMENT

| **Quality Handbook** | **Details** | **Implementation** |
| --- | --- | --- |
| **University Code of Practice: Professional, Statutory and Regulatory Bodies (PSRB)** | The University revised its Code of Practice: Professional, Statutory and Regulatory Bodies (PSRB).  The revised Code of Practice sets out the University’s approach to the management and monitoring of accreditations by Professional, Statutory and Regulatory Bodies (PSRBs).  Education Committee, Dec 2021 | Implementation: Sept 22  Application to collaborative provision: mandatory |

## PROGRAMME REGULATIONS

| **Quality Handbook** | **Details** | **Implementation** |
| --- | --- | --- |
| **University Programme Regulations: Minor Qualifications** | The University revised the Programme Regulations: Minor Qualifications to include the introduction of a 30-credit award.  The 30 credit awards are permissible at Level 4, 5, 6 and 7.  Education Committee, Dec 2021  Senate, Dec 21 | Implementation: Dec 2021  Application to collaborative provision: mandatory |
| **University Programme Regulations: Honours Degrees**  Changes introduced to the University Programme Regulations: Honours Degree also apply to the following regulations:   * Foundation Degree * Taught Masters * PGCE * Exchange and Modular Study * Minor Qualifications * MRes * Postgraduate Certificate * Postgraduate Diploma * Undergraduate Certificte * Undergraduate Diploma * PG Certificate/Diploma in Research Training * Professional Doctorates * Clinical Psychology * UG Key Concpts Document * PGT Key Concepts Document | The University revised its programme regulations.  Amendments included:   * Non regulatory detail removed and included within UoH Academic Framework. * Accreditation of Prior Learning replaced with Recognition of Prior Learning to reflect sector. * Level 7 compensation boundary changed to 45-49 to align to Levels 3-6. * Condonement is not applicable at the Preliminary Certificate level. * Compensation is applicable at the Preliminary Certificate level. * Changes to ‘referral’. A candidate may only be referred in a module once. * Replaces Mitigating Circumstances with Requests for Extensions and Additional Consideration. * Reference to the timeframes for resubmission is removed.   Education Committee, Feb 2022  Senate, March 2022 | Implementation: Sept 2022  Application to collaborative provision: mandatory |
| **Code of Practice: Boards of Examiners** | The University revised its Code of Practice: Boards of Examiners.  Amendments included:   * Confirms that only formal boards can verify results (4.4). * Changes to quoracy at boards. The requirement for the Chair and at least 50% of internal examiners to be participating in the meeting (5.4 and 6.4). * Changes to communication of results (7.11). * Replaces Mitigating Circumstances with Requests for Extensions and Additional Consideration. * Removes the need for an independent chair (4.6, 5.1, 6.1) * Other housekeeping changes.   Education Committee, July 2022 | Implementation: Sept 2022  Application to collaborative provision: mandatory |

## MONITORING AND ENHANCEMENT

| **Quality Handbook** | **Details** | **Implementation** |
| --- | --- | --- |
| University Code of Practice: Peer Support for Enhancing Learning and Teaching | The University revised the Code of Practice: Peer Support for Enhancing Learning and Teaching.  The Code was amended to ensure that University staff can be supported to enhance the areas of learning and teaching that Ofsted, in the context of delivering apprenticeship programmes, consider within their Education Inspection Framework guidance. Revisions included:   * Additional paragraph (10) * Additional appendix (C) * Additional Teaching and Learning Observation Form.   The revisions had also been reviewed by UCU.  Education Committee, Sept 21 | Implementation: Sept 2021  Application to collaborative provision: for information |
| **Continual Monitoring, Evaluation and Enhancement (CMEE)** | The University made a minor revision to its Continual Monitoring, Evaluation and Enhancement (CMEE) process.   1. Programme Journal:   The programme journal includes an additional ‘tab’ for apprenticeship provision which notes key areas required by Ofsted. Please complete this for all apprenticeship provision.   1. Faculty Journal:   The faculty journal also requires an additional question for completion in relation to apprenticeship provision. There is also an additional question for completion in relation to collaborative provision. | Implementation: immediate  Application to collaborative provision: for information only. Collaborative Provision continue to follow the Annual Monitoring, Review and Enhancement process (AMREP). |

## STUDENT INFORMATION

| **Quality Handbook** | **Details** | **Implementation** |
| --- | --- | --- |
| **Teaching Recording Policy** | The University revised its policy on the use of recording for teaching and learning purposes.  The policy was developed in partnership with UCU. It evolved from the previous policy and informed by practice during the Covid-19 pandemic.  The policy establishes the expectation that teaching will be recorded where possible, practicable and appropriate. It establishes the scope and duration of the use of recorded materials.  The policy was subjected to an Equality Impact Assessment.  Education Committee, July 2021  Senate, Sept 2021 | Implementation: Sept 21  Application to collaborative provision: for information |
| **University Code of Practice: Partnership with Students in the Maintenance of Quality and Standards** | The University revised its Code of Practice: Partnership with Students in the Maintenance of Quality and Standards.  The Code is separated into two codes of practice:   * PART A - Partnership with Students in the Management of Quality and Standards: Course Representative Recruitment. * PART B - Partnership with Students in the Management of Quality and Standards: Student-Staff Forums.   The rationale behind this change was to ensure that the roles and responsibilities in relation to academic representation were clearly delineated between HUSU representatives, HUSU staff, University academic staff members, University professional services staff and students. The aim of the Code is to provide clear guidance for anyone involved in academic representation. | Implementation: 01 June 2022  Application to collaborative provision: for information |
| **University Code of Practice: Requests for Extensions and Additional Consideration**  ***(formerly Mitigating Circumstances)*** | The University revised its Code of Practice: Mitigating Circumstances. This Code is now known as University Code of Practice: Requests for Extensions and Additional Consideration.  The Good Practice Framework produced by the Office of the Independent Adjudicator (OIA) in 2020 advises Higher Education Institutions to use the term requests for additional consideration. Additional consideration is a new set of regulations and procedures replacing mitigating circumstances (and generic mitigation and mitigating circumstances for unrepresentative performance). This new code of practice has been designed to follow sector best practice with the consideration of short-term extensions and longer-term mitigation for assessment deadlines through additional consideration.  Key changes:   * Extensions - students are able to apply for an extension up to 48 hours **after** the original deadline (not for fixed date on-campus examinations). Any extension granted would be for an automatic ten working days extension from the original deadline. * Additional Consideration - replaces both mitigating and extenuating circumstances and will be used for students that cannot submit the assessment in ten working days from the original deadline. * The panel that considers requests for Additional Consideration will be called the Additional Consideration Committee. * Inclusion of Collective Trauma as a possible example that students may use to evidence their need for an extension or for additional consideration. * Removal of the need for a death certificate as evidence. * The Code makes clear that approved additional consideration may impact the progression and graduation of the student as.   Education Committee, July 2022 | Implementation: Sept 2022  Application to collaborative provision: mandatory |
| **University Code of Practice: Personal Supervision**  ***(formerly Academic Support Tuition)*** | The University Code of Practice for Personal Supervision supports the Personal Supervision Policy and was developed using the previous Code of Practice for Academic Support Tuition.  Education Committee, July 2022 | Implementation: Sept 2022  Application to collaborative provision: for information |
| **Student Experience and Success Strategy *NEW*** | The University developed a Student Experience and Success Strategy.  The Student Experience and Success Strategy aims to strengthen developing confidence, support students to embrace opportunities, and enable them to take ownership of their journey to thrive at university and beyond, defining their own success.  Education Committee, July 2022  Senate, Aug 2022 | Implementation: Sept 2022  Application to collaborative provision: for information |
| **University Code of Practice: Suspension of Study** | The University has revised its Code of Practice: Suspension of Study.  Amendments include:   * Clarifies the process for non-approved suspension requests. * Removes the requirement to submit evidence alongside the request to suspend. * Requests that all suspended students retain full access to the library. * Defines the last date of engagement. * Clarifies that Registry Services are responsible for confirming the last date of engagement and date of return for students on all programmes. * Clarifies that all students are informed of their recorded last date of engagement within an automated communication which confirms their suspension has been processed.   Education Committee, May 2022  USEEEC, July 2022 | Implementation: Sept 2022  Application to collaborative provision: mandatory |

## HOUSEKEEPING AMENDMENTS

#### The following areas of the University Quality and Standards framework were revised and classed as housekeeping amendments:

| **Quality Handbook** | **Details** | **Implementation** |
| --- | --- | --- |
| 1. ***Housekeeping:***   **University Code of Practice: Moderation of Collaborative Provision** | A minor amendment was made to the Code to make clear that it is the University Academic Contact who is the lead contact person for the partner college in relation to the moderation process. | Implementation: Sept 2021  Application to collaborative provision: mandatory |
| 1. ***Housekeeping:***   **University Code of Practice: Recognised Teacher Status (RTS)** | A minor amendment was made to the Code to make clear that it is the Quality Support Service who are responsible for the RTS process. | Implementation: Sept 2021  Application to collaborative provision: mandatory |
| 1. ***Housekeeping:***   **University Code of Practice: Marketing and Publicity of Collaborative Provision** | A minor amendment was made to the Code to replace the Academic Partnerships Office with the Quality Support Service. | Implementation: Sept 2021  Application to collaborative provision: mandatory |
| 1. ***Housekeeping:***   **University Code of Practice: Mitigating Circumstances** | The Code updated the temporary amendments introduced in response to the Covid-19 pandemic. | Implementation: Sept 2021  Application to collaborative provision: mandatory |
| 1. ***Housekeeping:***   **Suspension Withdrawl Form** | An updated version of the Suspension Withdrawal Form is available on the Quality and Standards website. An additional section was added to request information on Staff Student Ratios (on-campus only). | Implementation: Sept 2021  Application to collaborative provision: mandatory |
| 1. ***Housekeeping:***   **University Regulations Governing Academic Misconduct** | A minor amendment was made to the Code to make clear that the regulations are consistent with guidance published as part of the Academic Integrity Charter for UK Higher Education (QAA) – (version 4 13, para 1.8). | Implementation: Dec 2021  Application to collaborative provision: mandatory |
| 1. ***Housekeeping:***   **University Code of Practice: Annual Monitoring, Review and Enhancement of Programmes (AMREP).** | Version 1 02 of the Code of Practice was amended to make clear that the code is for collaborative provision only. | Implementation: immediate  Application to collaborative provision: mandatory |
| 1. ***Housekeeping:University Code of Practice: Welcome, Orientation and Induction.*** | The University Code of Practice: Welcome, Orientation and Induction was removed from the website.  The Student Services Directorate are currently reviewing student welcome and induction. There will be a number of working groups exploring the ‘type’ of welcome which is appropriate for our students.  The outcome of these working groups will be reported to the University Student Experience, Employability and Engagement Committee (USEEEC) and Education Committee (EC) accordingly. | Not applicable |

**UNIVERSITY OF HULL QUALITY AND STANDARDS FRAMEWORK**

**This document is available in alternative formats from the   
Quality Support Service**[**quality@hull.ac.uk**](mailto:quality@hull.ac.uk)