

Senate Academic Policy and Regulations Committee
Thursday 21 March 2024 2:00pm
Boardroom, Chancellor's Building, BioQuarter Campus (hybrid meeting)

CONFIRMED MINUTES

<p>Present: Dr Aidan Brown Dr Adam Bunni Professor Jeremy Crang Lisa Dawson Dr Murray Earle Lucy Evans Professor Patrick Hadoke (Convener)</p> <p>Clair Halliday Karen Howie</p> <p>Alexandra Laidlaw Professor Antony Maciocia Callum Paterson Rachael Quirk Dr Deborah Shaw Professor Tim Stratford Dr Emily Taylor</p> <p>Professor Stephen Warrington (Vice-Convener) Kirsty Woomble</p> <p>Substitute members: Lauren Byrne on behalf of Carl Harper Olivia Eadie on behalf of Donna Murray Valentina Ferlito on behalf of Uzma Tufail-Hanif Philip Larkman on behalf of Jamie Davies</p> <p>In attendance: Cristina Matthews Amy Willis</p> <p>Apologies: Professor Jamie Davies Carl Harper Dr Donna Murray Dr Uzma Tufail-Hanif</p>	<p>Elected member of Senate (CSE) Head of Academic Policy and Regulation, Academic Services Dean of Students (CAHSS) Academic Registrar, Registry Services Elected member of Senate (CAHSS) Deputy Secretary, Students (Co-opted member) Director of Postgraduate Research and Early Career Research Experience (CMVM) The Advice Place, Deputy Manager Head of Digital Learning Applications and Media, Information Services Head of Academic Affairs (CSE) Dean of Postgraduate Research (CSE) Academic Engagement Coordinator, Students' Association Head of Taught Student Administration & Support (CAHSS) Dean of Students (CMVM) Dean of Learning and Teaching (CSE) Dean of Quality Assurance and Curriculum Validation (CAHSS) Dean of Student Experience (CSE)</p> <p>Head of PGR Student Office (CAHSS)</p> <p>Vice President Welfare, Students' Association Co-Director (IAD)</p> <p>Elected member of Senate (CMVM)</p> <p>Director of Teaching, Biomedical Sciences (CMVM)</p> <p>Academic Policy Officer, Academic Services Academic Policy Officer, Academic Services</p> <p>Dean of Taught Education (CMVM) Vice President Education, Students' Association Head of Taught Student Development (IAD) Elected member of Senate (CMVM)</p>
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1.	<p>Welcome and apologies</p> <p>The Convener welcomed everyone to the meeting and noted the substitute members present. Reminder to the Committee that members can propose a substitute member, to be approved by the Convener, if they are unable to make the meeting.</p> <p>The Convener noted that Amy Willis would join the meeting from item 6 onwards.</p>
2.	<p>Minutes of the previous meeting - APRC 23/24 6A</p> <p>To approve</p> <ul style="list-style-type: none"> • 25 January 2024 <p>The Committee approved the minutes of the 25 January 2024 as presented and no objections were raised.</p>
3.	<p>3.1 Matters Arising - Verbal update</p> <ul style="list-style-type: none"> • Convener's communications <p>The Convener noted there were no communications to report. Two items were noted as matters arising:</p> <ul style="list-style-type: none"> • Approval for taught-only Masters programmes <p>At previous meetings, APRC has reviewed and approved or rejected exemptions to the requirement for Masters programmes to have a research component, i.e. the Committee has been asked to approve the option of having fully taught Masters programmes. In the past few years, all these concession requests have been approved.</p> <p>We have recently received a request of this type, whereby one of the options for completing a Masters programme is a fully taught option. The programme still retains the option of offering a 60-credit dissertation.</p> <p>Given that the Committee has now approved a substantial number of Masters programmes being delivered with fully-taught options, and in light of the forthcoming changes to PGT programme archetypes as part of Curriculum Transformation, the Committee agreed that these requests can be approved by Convener's action hereon. These approvals will be reported to the Committee via Convener's actions.</p> <p>This concession request was therefore noted as approved via Convener's action.</p> <p>The Committee noted that should the proposed new PGT archetypes come into effect as part of the Curriculum Transformation programme, there would no longer be a need to consider requests for concessions to offer fully-taught programmes, as these would be standard archetypes.</p> <ul style="list-style-type: none"> • Special circumstances final deadlines for August 2024 resits and PGT dissertations <p>This was pending Committee business from May 2023, where the Committee agreed that the late special circumstances deadlines for the resit diet and for PGT dissertations for summer 2024 would follow at a later date.</p>

The proposed dates are based on the equivalent dates used last year and have been approved by the ESC team. The Committee agreed that the dates be circulated to the Committee for comment, before they are approved by Convener's action.

Action: APRC Administrator to circulate these dates for comment, before they are approved via Convener's action.

- **Actions log**

The Convener provided an update on the actions in the actions log. There were no questions or comments on the action log.

Action	Responsible	Target date	Action status
Update the list of programmes with non-standard dates and request an update to these on the University website.	APRC administrator	February 2024	Complete
Follow up with Nichola Kett regarding updates to the Programme and Course Approval and Management policy.	Academic Services	March 2024	Complete - this policy is due for periodic review in AY24/25 and changes to major/minor amendments will be considered as part of the consultation.
Review and update APRC concession forms.	APRC Convener and Administrator	Not defined	Ongoing
Confirm whether we can obtain data on degree completion rates for PGR students with concessions, as well as numbers of College-level concessions	APRC administrator	Not defined	Ongoing
Request a 'for information' update from SQAC on the output of annual quality assurance monitoring processes and the impact of the temporary variations to the regulations	Academic Services	Not defined (in discussion with SQAC)	Ongoing - SQAC will be looking at data at their May meeting. For information update to APRC to follow after this.

3.2 Report of Convener's Actions

- **Summary of approved concessions**
- Total number of individual student concessions approved: 23 (16 PGR, 5 PGT, 2 UG). Two of these cases were reviewed by the full Committee due to impact from industrial action.
- Total number of cohort concessions approved: 2. These cases were reviewed by the full Committee as they related to arrangements for External Examiners, which affected whole cohorts.

The Committee was consulted prior to the meeting regarding the approach to uncomplicated concessions for individual students requested in the context of

	<p>industrial action, the proposal being that these could be reviewed and approved by Convener's action, rather than circulating to the full Committee. This would help to minimise the number of people accessing personal, and often highly sensitive, student data. The majority of feedback received from Committee members supports reviewing these by Convener's action, going forward, on the understanding that complex or more contentious cases will continue to be circulated to the Committee. These will also continue to be reported under Convener's actions at each meeting so the Committee will continue to have sight of these outcomes.</p> <p>The Committee agreed to amend the approach to approving these concessions as described.</p> <ul style="list-style-type: none"> • Concessions for Academics Beyond Borders The concessions for extending the visitor access registration period for PhD students under the Academics Beyond Borders scheme can now be approved by the College, rather than by the Committee. The extension period may be up to, but no longer than, the duration of the student's PhD programme. • Update to list of Student Discipline Officers Two new student discipline officers have been added in order to replace staff no longer undertaking this role.
4.	<p>Update on Watch That Gap project - APRC 23/24 6B To note</p> <p>This paper was presented by Lucy Evans, Deputy Secretary, Students.</p> <p>The Watch That Gap project was commissioned following work from this Committee's Extensions and Special Circumstances (ESC) Task Group in 2022/23. The Task Group identified a gap in the support provided to student carers and student parents, whose needs are not currently covered by ESC or by the Disability and Learning Support Service.</p> <p>The project report has not yet been finalised; however, the paper provides an update on the project and a number of preliminary recommendations. The Committee was asked to note that these recommendations had not yet been approved through the appropriate governance routes and should therefore not be considered final. The Deputy Secretary, Students, noted special thanks to the EUSA Student Parent Representative who had been very helpful and supportive with the project.</p> <p>Members of the Committee welcomed the update on the project and its preliminary recommendations. The Committee noted the following points for consideration for the final project report:</p> <ul style="list-style-type: none"> • The quality of lecture recordings is particularly important for these student groups; feedback suggests that the quality of recordings is sometimes inadequate. It would be helpful to consider whether there is scope to have some quality assurance checks on these. • The reference to childcare support was welcome. While the focus of the preliminary recommendations is on creche support, it was noted that out-of-school support for older children is also important. • Although the aim is to do this for all students, it is particularly important for student carers and parents to be able to avoid sitting exams on

	<p>consecutive days. The new timetabling software that has gone live this week allows for improved modelling which should help to avoid students sitting exams on consecutive days.</p> <p>Although discussions had not yet been held about the implementation of the recommendations, the Deputy Secretary, Students, noted that she was hopeful that some of the immediate recommendations could be implemented for the next academic year.</p> <p>There was discussion regarding the new student case management platform (Simplicity). The platform is due to go live in June 2024 for its first two services (Student Wellbeing Service and Residential Life), and is planned to be rolled out more widely after that. One of the benefits of the new platform is that the right staff will have access to right data, which should avoid the need for students to share their issues multiple times with different staff.</p>
5.	<p>Exceptional Circumstances policy - APRC 23/24 6C To approve</p> <p>The Convener noted that this policy is presented to the Committee for approval, following significant feedback, consultation and discussion since the last Committee meeting in January 2024 with colleagues in Colleges, Registry Services, the Students' Association, the Disability and Learning Support Service, the Student Counselling Service and the Wellbeing Service. The proposed policy aims to address concerns with the current Special Circumstances policy, which is not sustainable moving forward. It is noted that the policy is not able to incorporate all of the feedback received where this is in conflict with fundamental positions presented in the new policy. Nevertheless, a number of revisions have been made since the last Committee meeting which seek to address feedback and concerns where possible.</p> <p>This paper was presented by Adam Bunni, Academic Services.</p> <p>To note that should the Committee approve the proposed policy, the Committee is also requested to agree to delegate to the Convener the approval of minor amendments to policies and regulations to change references to the Special Circumstances policy in order to align with the new terminology in the proposed Exceptional Circumstances policy. Amendments needed to the Taught Assessment Regulations (TAR) will be approved alongside other changes to the TAR at the next Committee meeting in May.</p> <p>The Committee had an extended discussion regarding the proposed amendments. The key points discussed were:</p> <ul style="list-style-type: none"> • Complexity of the policy: Feedback on the policy has noted its complexity. It was acknowledged that the policy area it covers is complex and that this requires a balance between providing clarity and providing a level of detail that is sufficiently comprehensive to enable decision-making across a wide variety of situations. There will need to be training and guidance for staff who are responsible for implementing and advising on the policy, and plans for this will be presented at the next Committee meeting. It was also noted that students will interact with the policy primarily through the guidance and webpages, through interactions with staff and through interactions with the EC applications system, rather than by interacting with the policy document

itself. A number of simplifications are being made to the system, which will make it more accessible for students.

- **Benchmarking within the Higher Education (HE) sector:** The ESC Task Group had previously commented that we should not be bound by how other Universities approach special circumstances, and that we should aim to be sector leading. It was also suggested, however, that the impact of special circumstances policies can result in inflationary assessment and degree outcomes, so there is a limit to how much we can depart from the HE sector without compromising on the value of the degrees. The presenter stated that the proposed policy is still more generous than policies implemented by other UK Universities.
- **Extensions for groupwork assessments:** The Committee noted the challenges regarding extensions for groupwork assessments, and that these will differ depending on the type of group assessment. Discussions with Registry Services have confirmed that the system does not have a mechanism to recognise who is in a given group. The Committee agreed that discussion on this would continue outside of APRC, with a relevant proposal for wording for the Taught Assessment Regulations brought to the next Committee meeting in May.
- **Supporting evidence and seeking medical attention:** Feedback provided through consultation indicated some support for allowing Student Advisers to provide statements to be used as evidence for Exceptional Circumstances, whilst others were against this. Considerations against allowing this included the fact that some students did not want to involve Student Advisers in these discussions, as well as concerns about Student Adviser workloads. On balance, the Committee considered that allowing this as an option seemed favourable, given that students in some situations may have difficulties in obtaining other forms of evidence.

Members representing the Students' Association commented that at the Committee meeting on 25 January 2024, they had noted that the option to allow statements provided by friends and family was confusing, and that it would be best to either fully accept these or not accept them. Given the amendments to evidence requirements in the current proposed policy, the Students' Association requested to retain the option for friends and family to provide statements, rather than remove this option.

- **Employment grounds:** Members of the Committee were supportive of including changes in employment commitments as valid grounds for exceptional circumstances. The Committee agreed that communication plans regarding the proposed policy must ensure that these changes are highlighted to staff, many of whom are used to advising that extensions or special circumstances on the grounds of employment will not be accepted.

Some members noted that more work should be done across the University in order to support students in employment. It was noted that this is a challenge across the HE sector, and that there is a balance to be had between employment and academic priorities. The presenter stated that the consideration of employment commitments in the proposed policy is a more progressive position than that of equivalent policies for other Russell Group Universities.

- **Period for coursework extensions:** Members of the Committee noted that extensions based on calendar days could result in assessment deadlines that fall on a weekend, and that this would be problematic for Schools that have assessments which require the submission of physical work (e.g. art portfolios, lab assessments), and therefore need staff to be on-site to receive the submission. The Committee considered a range of options, including amending the wording to note that where the assessment submission needs to be in-person and the date of the extended deadline falls on a weekend, the deadline could be on the next working day. Alternatively, Schools could manage these via concessions. The Committee agreed that the approaches available could be included in guidance, but that it would be at the discretion of the School to manage this.
- **Student circumstances not sufficiently covered by Disability and Learning Support Service (DLSS) adjustments:** Members representing the Students' Association noted that the recommendations arising from the Watch That Gap project have yet to be approved and implemented, and that the timeline for this is not clear. They further stated that, until the recommendations are in place, there would be gaps in support for students whose circumstances are neither covered under the new EC policy nor by DLSS adjustments, e.g. students with mental health issues who are not registered with DLSS, students who are registered under DLSS but who do not have a diagnosis, or students who fall outside of the remit of DLSS. The Students' Association considered that there are student groups who would be penalised as a result of the proposed amendments, and would like to see these issues addressed before approving this policy.

The presenter noted that data regarding use of extensions collected via the ESC Strategic Data Dashboard did not indicate significant differences in usage amongst students with protected characteristics, although it was acknowledged that the dashboard cannot report on student groups for which we do not have recorded data, e.g. student parents, students with undiagnosed health issues. Members also noted that there are options for students who have used the three self-certifications to apply for further extensions, e.g. by speaking with their Student Adviser.

The Academic Registrar noted that, as part of the system development updates, Registry Services are developing and testing user cases to see how students in a variety of situations would interact with the proposed policy and application system, and that so far this exercise had not flagged any cases of students who would not be able to make use of the policy as amended.

The Deputy Secretary, Students, acknowledged a number of the concerns raised by the Students' Association in that there are groups of students who are not sufficiently supported within our current policies. Nevertheless, she noted that the current Special Circumstances policy is not fit for purpose, and the proposed policy puts us in a better position to address the outstanding issues via other policies and services.

- **Better inclusivity of PGR students:** Members noted that the references to support provided by Student Advisers is not inclusive to postgraduate research students, some of whom take taught courses and would therefore

be eligible for exceptional circumstances, but who do not have Student Advisers.

- **Defining ‘best academic interest’:** Members requested clarification regarding the options available for Boards of Examiners considering outcomes for exceptional circumstances, particularly in situations where there was not enough evidence that learning outcomes had been achieved. The position of the policy is that Boards of Examiners must be satisfied that learning outcomes have been met, and that if these had not been met, exceptional circumstances outcomes should provide an opportunity for the student to meet these, e.g. via a null sit. Boards of Examiners may also recommend that the affected course mark is not included in the degree classification, if a null sit is not provided.
- **Seeking medical attention and medical evidence:** Members of the Committee noted that the University should not be giving guidance to students on whether or not to seek medical attention. The Committee agreed to remove the first and final sentences of 8.4 in the proposed policy.
- **Late submissions and early submissions:** There was discussion regarding the deadline for Exceptional Circumstances, and whether this should be the deadline for the School in which the student is registered (i.e. the School that manages the student’s programme of study) or the School which manages the course for which the exceptional circumstances are being requested. This amendment aimed to address the fact that students may not be clear about which courses sit in which Schools, and are more likely to be aware of the School with which they are registered.

The Committee agreed that there should be information on how to handle retrospective applications included in the guidance.

A member requested that consideration be given to provide exceptions to situations that would warrant earlier submissions, e.g. where a student has been a victim of a crime and would prefer to request the extension as soon as possible. It was noted, however, that there is provision and examples for this within the proposed policy.

- **Consideration for scaling late penalties:** A member requested that the Committee give further consideration to one of the recommendations from the ESC Task Group regarding scaling late penalties, i.e. whereby the first few days of a late submission would entail smaller penalties. The Committee agreed to consider proposals in relation to this when reviewing the Taught Assessment Regulations, which cover regulations regarding late penalties.

As general points, members of the Committee recognised that significant effort and work had gone into the revision of the policy since it was discussed at the last Committee meeting in January 2024, and that much of the feedback provided has been included in the revised proposal.

The Convener noted that some members of the Committee were supportive of the direction of the proposed policy, and that other members were not. There were also concerns from members about the gap analysis and recommendations arising from the Watch That Gap project being underway but not yet in place. Members of the Committee representing the Colleges and Senate agreed to

	<p>approve the proposed policy with the agreed amendments to 8.4. The three members of the Committee representing the Students' Association objected to the approval of the proposed policy, on the basis that the recommendations from the Watch That Gap project are yet to be approved and implemented, and that they regard the proposed policy as more punitive to students than the current policy.</p> <p>Given that the majority of members agreed to approve the proposed policy, the Convener noted that the proposed policy was approved for implementation for 2024/25. The objection from the Committee members from the Students' Association was noted.</p> <p>Given the concerns raised regarding students with long-term circumstances which would not be covered under the proposed policy, and the fact that the recommendations arising from the Watch That Gap project report were still to be approved and implemented, the Committee agreed to make it a Committee priority to focus on how policies under its remit could incorporate the recommendations from the project (see notes under agenda item 10 for further detail).</p> <p>The next steps prior to the implementation of the policy will focus on preparing the guidance, implementing the communications and training plan, and working on the updates required to the system, all of which are already underway.</p>
6.	<p>Student Maternity and Family Leave policy - APRC 23/24 6D To approve (given that the policy is not tied into the academic year dates, proposal is for this to be effective 1 April, if approved)</p> <p>This paper was presented by Cristina Matthews, Academic Services. The policy was last approved in 2013 and was therefore in need of a significant review and update. The proposed amendments incorporate feedback from a wide consultation with key stakeholders. Most of the proposed amendments relate to the reorganisation and rewording of the information to provide more clarity and also to bring it up to date with current practices and terminology within the University. The proposed amendments included a number of substantive amendments:</p> <ul style="list-style-type: none"> • Review of the title of the policy • Updates to the information on maternity pay and conditions for postgraduate research students in receipt of scholarships or stipends with full maintenance, where the funding is provided or administered by the University. This update brings the policy into alignment with the position already agreed by the University Executive in February 2022. It was noted that further details on this are available from the Doctoral College. • Amended position in order to allow students to request to bring children into private University spaces, including classrooms, in emergency situations within defined parameters. Consultation has indicated significant support to allow for this more flexible position in the policy, as well as the fact that some Schools already have similar local policies in place. <p>The Students' Association and other Committee members noted their support of the proposed amendments, in particular regarding the more flexible position on children in classrooms.</p> <p>There was discussion regarding a number of points, and the Committee agreed to amend the following points:</p>

	<ul style="list-style-type: none"> • Clarify that Schools have responsibility for providing breastfeeding facilities • Include a link to Health and Safety policy in section 25 • Include more information on the types of adjustments that could be put in place, and the limitations of these. <p>The Committee also discussed a number of points and noted that further advice on these would be helpful:</p> <ul style="list-style-type: none"> • Discussion regarding whether or not the University could require students to take two weeks off (section 8) given that the legislation applies to employees not students. Some members noted that even if it was not legally required the Committee could still consider this position as one that is of benefit to students. • Discussion regarding cases in which students were also members of staff, e.g. tutors and demonstrators, and how the student and staff maternity policies would apply in these cases. • Consideration should be given to whether there are exceptions where students would need to disclose the pregnancy, e.g. for Fitness to Practice or health and safety reasons. • There was a lack of clarity regarding whether some of the loan funding was available only to Scottish students or to all students. <p>The Committee agreed to approve the proposed policy, and that minor amendments as noted above could be approved by Convener's action, with any substantive amendments to be circulated to the Committee. If necessary, the date that the policy comes into effect should be delayed until the necessary amendments have been approved.</p>
7.	<p>Undergraduate Degree Regulations and Programmes of Study - APRC 23/24 6E To recommend to Court</p> <p>This paper was presented by Cristina Matthews, Academic Services. The paper contains proposed minor amendments to the Undergraduate Degree Regulations and Programmes of Study (DRPS) for 2024/25, which are presented to the Committee on an annual basis.</p> <p>The request from the Committee is to endorse the amendments to the DRPS before they are presented to the University Court via a Court resolution. Court will then consult with Senate and the General Council before the regulations return to Court for approval.</p> <p>The Committee supported the recommendation of the proposed amendments to Court, subject to one amendment. The amended text for regulation 88 (BVM&S Progression) has been further amended by the CMVM Undergraduate Learning and Teaching Committee following the circulation of papers to the Committee. The Committee agreed to incorporate this latest amended text in the recommendation to Court.</p> <p>Action: Academic Services to amend as agreed and prepare papers for Court resolution.</p>
8.	<p>Postgraduate Degree Regulations and Programmes of Study - APRC 23/24 6F To recommend to Court</p>

	<p>This paper was presented by Cristina Matthews, Academic Services. The paper contains proposed minor amendments to the Postgraduate Degree Regulations and Programmes of Study (DRPS) for 2024/25, which are presented to the Committee on an annual basis.</p> <p>As for the item above, the request from the Committee is to endorse the amendments to the DRPS before these are recommended to Court for consideration and approval via the Court resolution process.</p> <p>The Committee agreed that the proposed amendment to regulation 33 should clarify that for students on part-time continuous programmes, the maximum allowable end date will be extended to correspond with the extension to the maximum period of authorised interruption of study.</p> <p>The Committee supported the recommendation of the proposed amendments to Court, subject to one amendment. The Committee agreed to incorporate this amended text in the recommendation to Court.</p> <p>Action: Academic Services to amend as agreed and prepare papers for Court resolution.</p>
9.	<p>Student Appeal Regulations - APRC 23/24 6G To approve</p> <p>This paper was presented by Amy Willis, Academic Services.</p> <p>The proposed amendments incorporate feedback from consultation with stakeholders including the Students' Association, as well as staff experience in managing appeals and enquiries in relation to appeals. The number of appeals has been increasing year-on-year; part of the increase is likely due to misunderstanding of the scope and regulations for appeals. A number of amendments therefore relate to the reorganisation of the information in the regulations and to provide clarification. There are also a number of more substantive amendments, including:</p> <ul style="list-style-type: none"> • Clarification of the scope and grounds for appeals • Simplification of the process to have a single Appeal Committee, rather than a Full Committee and a Sub-Committee. This includes the removal of the ability for the Appeal Committee to vary a decision taken by a Board of Examiners. The Committee noted that this power had not been put into use over the last ten years. • Clarification that decisions made by a Board of Examiners in relation to academic misconduct can be appealed. The Committee noted the importance of providing information on this in the updated guidance. <p>The Students' Association noted their support for the proposed amendments and that the early review of the policy was welcome.</p> <p>Members of the Committee agreed on minor changes to the proposed policy, including:</p> <ul style="list-style-type: none"> • Adding wording to regulation 29 to cover situations where students may not have been able to respond;

	<ul style="list-style-type: none"> • Amending the phrase 'exceptional circumstances' in regulation 35 due to potential confusion with the new exceptional circumstances policy; • Replacing 'PhD supervisors' with 'Research Supervisors' <p>The Committee recommended that a number of points should be covered in separate guidance, including:</p> <ul style="list-style-type: none"> • Information for Schools on when and how to reconvene Boards of Examiners under TAR 64, including examples • Clarification of calendar days vs working days • Guidance and examples of cases where students or Schools can request extensions to the deadlines. <p>The presenter confirmed that appeals that are two or more years late cannot be accepted, even if this includes a period of interruption of studies.</p> <p>The Committee agreed to approve the proposed policy, including a number of agreed amendments as above.</p>
10.	<p>Committee priorities for 2024/25 - APRC 23/24 6H To comment</p> <p>The Convener presented this paper and outlined the proposed priorities.</p> <p>The Committee discussed the scope of the second priority, focussing on postgraduate research students, and clarified that the sub-group had so far focussed on cases of students who were experiencing adverse personal circumstances over a prolonged period of time. Nevertheless, the sub-group would not exclude considering other types of cases. The Convener clarified that any policy proposals arising from the work of the sub-group would be brought for review and approval of the full Committee.</p> <p>The Committee agreed to include an additional priority to focus on recommendations to follow from the Watch That Gap project report that have implications for policies within the remit of this Committee.</p> <p>Action: Academic Services to add additional priority to the Committee priorities and circulate to the Committee for comment.</p> <p>A member queried why Senate only endorses, but does not approve, the Committee priorities. It was noted that this is a result of the fact that the Senate Standing Orders state that Senate approves the membership of the Committees, but do not mention Committee priorities.</p>
11.	<p>Any Other Business</p> <p>The Committee noted that some staff and students may have difficulties in reading the policy documents with the amendments in tracked changes. The consensus across the Senate Standing Committees is that it is important to share the document versions including the tracked changes, and that including both versions in the Committee papers would make the papers undesirably long. The Committee agreed that the versions with tracked changes should continue to be shared, but that options for sharing versions without tracked changes could also be considered, e.g. via the Committee Sharepoint site.</p>

	<p>Action: APRC Convener and Administrator to consider options for sharing policy documents without tracked changes.</p> <p>The Convener noted that this would be the last committee meeting for Rachael Quirk, and thanked Rachael for her contributions over the past years.</p> <p>The Convener also noted that, given that the Committee meetings are hybrid, we would not be able to hold Committee meetings on any campus which did not have suitable hybrid meeting facilities.</p>
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