

Item	Owners	Category	Subject	Timing (mins)	Focus
20/40	Jane He		Apologies		
20/41	Jane He		Matters arising	5	
20/42	Lydia	Staff	Staff development update: L&T conference ideas	5	
20/43	Thomas & Lauren	SU	SU course committee involvement update	5	
20/44	Kim & Clive	Systems	Lecture capture progress update	10	<i>any challenges, what needs to happen?</i>
20/45	Lydia	Planning	LTSE strategy: draft circulated for comments ( <i>attached</i> )	15	
20/46	Becca & Mitch	Planning	Induction plans: UG & TPG	10	<i>including improvements and COVID</i>
20/47	Mitch	Planning	TPG teaching review for 21/22 ( <i>attached</i> )		
20/48	Simone	Systems	GradeMark and SITs marking link	5	
20/49	Lydia	Systems	JISC audit of Inclusive Teaching guide update	5	
20/50	Simone	Systems	Referencing (Cite Them Right) project progress update	5	<i>detailed plans for workshops?</i>
20/51	Steve	Process	Module assessment approval timeline/update	5	
20/52	Stephen G & Jon	Process	Pilot panel for assessment briefs	10	
20/53	Lydia		Refreshing the committee in October 2021	5	
20/54	Jane He		Action minutes volunteer (please email in advance)	include below	
20/55	Jane He		Any other business	5	
20/56			Update on Student Withdrawals and Postponements ( <i>to note</i> )		
20/57			QSC minutes ( <i>to note</i> )		
Date of next meeting: Wed 29 September 2pm then Weds 24/11, 26/1/22, 16/3, 22/6 all at 2pm				<b>90</b>	<i>1.50</i>
				<b>1 hr 30 mins</b>	<i>30</i>