1. **APOLOGIES**

2. **MINUTES OF PREVIOUS MEETING**

   **To approve:** Minutes of the meeting of 18th March 2008 (Paper A)

   **Matters Arising**

   There were no additional matters arising

3. **CARRIED FORWARD FROM MARCH MEETING**

3.1 **COLLEGE STRUCTURE FOR QA**

   **To consider:**

   (i) Discussion paper, drafted in the College Office: College Arrangements for quality assurance (**Paper E1**)

   (ii) The minute of the College Quality Assurance Committee discussion of the paper (**Paper E2**)

3.2 **COLLEGE QUALITY ASSURANCE COMMITTEE (CQAC)**

   **To consider:** The CQAC Report to the College Learning and Teaching Committee (**Paper F**)

4. **ASSESSMENT OF VISITING UNDERGRADUATE STUDENTS**

   **To consider:** A discussion paper from Dr Williams (**Paper B**)

5. **ACADEMIC ASSESSMENT WORKING GROUP**

   **To receive:** An oral report from the Convenor

   To include: Consideration of redrafting of Special Circumstances Paper (**Paper I**)

6. **EXTENUATING CIRCUMSTANCES**

   **To report:**

   (i) The Senatus Undergraduate Studies Committee approved the proposals. In implementing the proposals, the College of Science and Engineering was asked to give thought to producing guidance on equivalent forms of assessment and reusing assessments.
(ii) The Senatus Postgraduate Studies Committee did not approve the proposals, considering that they needed further discussion on the applicability for PGT students.

To consider:

Draft guidance on procedures for extenuating circumstances at examination of undergraduate students. (Paper C)

7. CONVENOR’S REPORT:

To receive: An oral report from the Convenor of arising issues.

- Learning & Teaching Strategy

8.1 NEW COURSES

To consider: Courses to be approved (Paper D1)

To note: summary of courses closed during academic session 07/08 (Paper D2 )

8.2 NEW PROGRAMMES

To consider proposed changes to Financial Mathematics (Paper J1/J2)

9. CL&TC CONCESSIONS SUB-COMMITTEE CURRICULUM

To report: Concessions for Taught Postgraduate Students considered by the Sub-Committee (Paper G)

10. ANY OTHER COMPETENT BUSINESS

11. DATE OF NEXT MEETING

To receive: draft timetable for meetings Academic session 2008/09 (Paper H)