The Forum will be held on **Tuesday 19 November 2002 at 10.00 a.m.** in the **Senate Chamber** at the University. See the University web site: [http://www.ukc.ac.uk/locations/canterbury/index.html](http://www.ukc.ac.uk/locations/canterbury/index.html) for directions and for a campus map.

**AGENDA**

1. **Welcome and Introductions**
2. **Minutes**
   To confirm the minutes of the meeting held on 29 October 2001 (copy attached)
3. **Institutional Audit**
   Briefing by Dr Louise Naylor, Head of Quality Assurance and Validation
4. **Code of Practice for Quality Assurance: Annex N**
   A revised copy of Annex N is attached. Learning and Teaching Board has recommended approval of these revisions to Senate.
5. **Clarification of Approval Process**
6. **Confirmation of the University's (and Department's) Roles**
7. **Liaison with University Departments and UKC External Advisers**
   Paper showing Liaison Officers for 2002/2003 will be tabled.
8. **Clarification of Student Registration Process**
   Paper to be tabled.
10. **Proposed Programme Developments**
11. **Lead Examiners Annual Report** (copy attached)
    Discussion of points raised in Lead Examiners annual report.
12. **External Examiner Reports and Appointments**
13. **Licence Agreement Consultation and Implementation**
    Edexcel to update. Annex 1 of the Agreement is attached.
14. **HNC/HND Combinations**
15. **Revalidation of Standard HNs**