VALIDATION FORUM

There will be a meeting of the Validation Forum between 10.00 am and 3.30 pm on Wednesday 9 April 2008 in the Symposium Room in the Kent Business School at the University. Location map: [http://www.kent.ac.uk/maps/canterbury/02maps.pdf](http://www.kent.ac.uk/maps/canterbury/02maps.pdf) (and the Business School is building H1).

**AGENDA**

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<th>Morning Session 10.30 – 1.00</th>
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<tr>
<td>10.00 – 10.30 Arrival and Registration – refreshments available</td>
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1. Welcome, introductions, and to receive any apologies for absence.

2. Minutes of the meeting of the Validation Forum held on 21 March 2007

2.1 To confirm the minutes of last meeting of the Forum and to consider any matters arising from the minutes ([Paper VF/1/2008](#) attached)

3. Quality Assurance developments and updates – University of Kent

3.1 Introduction to the University’s new website and the OQA&V’s section within it.

3.2 To note that the University will undergo QAA Institutional Audit this year (see attached outline of the audit process and schedule sent with this agenda [Paper VF/2/2008](#) attached). It has been decided that the University will undergo a separate Collaborative Provision Audit. No date has been scheduled for this, but the University has requested that there be a break of at least one year between the two audits.

3.3 To receive and discuss the QA Newsletter March 2008 (please access the following link to view this document) [http://www.kent.ac.uk/uelt/quality/qanews/2008/mar08.html#credit](http://www.kent.ac.uk/uelt/quality/qanews/2008/mar08.html#credit) ([Paper VF/3/2008](#)) which sets out the revisions to various policies and annexes of the University’s Codes of Practice. The April QA newsletter may be available to discuss on the actual day of the Forum.

3.4 To note any changes and updates on External Examiners – via website on the day.

3.5 To note the availability of various training/workshops offered by UELT and how to access/book these for staff in partner institutions – via website on the day.

| 11.30 – 11.45 Tea/Coffee break |
4 Developments and updates from partner institutions since the last Forum

4.1 To note the following list of the University’s current validated partners, managed by the OQA&V:

Bermuda College; Canterbury Christ Church University; Chaucer College; The Circus Space; Central School of Ballet; Durrell; Faculty of General Dental Practice*; ifs School of Finance*; LAMDA; LCDS; Universidad Antonio de Nebrija*; NESCOT*; NSCD; Rambert; RARE; and University College for the Creative Arts (UCCA). (* = new partner institutions since the last Forum).

4.2 To receive oral updates from each partner institution representative on activities in the past year and an introduction to their institution from representatives of new partner institutions.

5 Developments and updates from QAA/HEFCE/HE generally

5.1 To note that the University receives regular updates (via email) concerning the activities of the higher education regulatory bodies (see the latest edition (Paper VF/4/2008 attached). The email also gives details on how to receive/sign up for these should partner institutions wish to receive them in their own right.

6 Access to UK NARIC for partner institutions via the University of Kent

6.1 To note that partner institutions may now access UK NARIC via the University of Kent login and password details. A short demonstration of what information is available will be provided on the day, as well as the login and password that should be used. A background paper is attached (Paper VF/5/2008).

7 Issues for consideration and action

7.1 To consider the following issues for discussion and ongoing approval.

Student legal names – forms of ID used/required
Publicity and promotion material and programme/student handbooks for validated programmes
Approval of examination boards – for 2007/08 and ongoing
Links on partner institution web sites to University of Kent
Congregation ceremonies and cut-off dates for receipt of results and re-sits as approved by external examiners.

1.00 – 1.45 – Lunch
Afternoon Session 1.45 – 3.30 pm

8 Presentation: introduction and welcome to today’s speaker, Morag Harvey from the Open University Centre for Outcomes Based Education (COBE) - Paper VF/6/2008. The title of the presentation is: ‘Practice-based learning across the Curriculum’ and will cover the following themes:

The Open University – supported, open learning
Learning from practice – context and background
Generic approaches
Quality assurance
Learning support
Competencies versus HE learning outcomes

9 Questions and open discussion on the presentation and any other aspect of the day (copies of the presentation will be circulated to participants prior to the presentation)

2.45 - 3.00 Tea/Coffee break

10 Feedback exercise

10.1 Participants are kindly requested to complete a short feedback exercise on the day’s programme and content in order to continue to make the Forum relevant and up to date for future years. Forms will be circulated on the day (Paper VF/7/2008).

3.30 Departure