



**Queen Margaret  
University**  
EDINBURGH

**MSc TRANSNATIONAL EDUCATION**  
**ABC College**

**JOINT BOARD OF STUDIES**

**DATE** 11 March 2021  
**TIME** 12pm  
**VENUE** ABC College  
**CONVENER** Collaborative Academic Lead (CAL)  
**SECRETARY** Governance and Quality Enhancement (GQE)

**AGENDA**

- 1 WELCOME AND APOLOGIES**
- 2 DETERMINATION OF ANY OTHER BUSINESS**
- 3 MINUTES OF THE PREVIOUS MEETING (1-21)**  
To APPROVE the minutes of the meeting held on 15 November 2020
- 4 ACTION STATUS REPORT AND MATTERS ARISING (2-21)**  
To RECEIVE an update on progress against actions agreed at the meeting of 15 November 2020
- 5 MINUTES OF PROGRAMME COMMITTEES AND STUDENT STAFF CONSULTATIVE COMMITTEES (3-21)**  
To NOTE the minutes of Programme Committee and Student Staff Consultative meetings and CONSIDER any matters arising:
  - 5.1** Programme Committee
  - 5.2** Student Staff Consultative Committee
- 6 STUDENT FEEDBACK**
  - 6.1** To NOTE the outcomes of module evaluation
  - 6.2** To DISCUSS any other issues raised by Student Representatives throughout the year
  - 6.3** To DISCUSS the Partner Organisation Student Survey (POSS) results **(4-21)**
- 7 ANNUAL MONITORING REPORT**  
To RECEIVE and NOTE the annual monitoring report for academic year 19-20 **(5-21)**
- 8 EXTERNAL EXAMINING**  
To RECEIVE and NOTE the annual monitoring report for academic year 19-20 **(6-21)**
- 9 CHANGES TO THE PROGRAMME SINCE THE MOST RECENT MEETING OF THE BOARD**  
To CONSIDER, APPROVE or HOMOLOGATE any proposed changes to the programme

**9.1 Programme Specific Regulations**

To HOMOLOGATE changes to the programme Specific Regulations **(7-21)**

**9.2 Staffing**

To NOTE any changes to staffing (including any CVs to be received)

**10 UPDATE ON THE OPERATION OF THE PROGRAMMES**

To CONSIDER the delivery of the 2019-20 programme and any matters relating to:

- Recruitment
- Academic Progress
- Management of the Programme
- Placements
- Liaison between ABC College and Queen Margaret University

**12 STAFF DEVELOPMENT NEEDS FOR 2020-21**

To DISCUSS staff development needs for 2020-21

**13 CHANGES TO QMU REGULATIONS OR PROCEDURES / SECRETARY UPDATE**

To RECIEVE an update on any changes to procedures, regulations, or any important institutional developments

**14 ANY OTHER BUSINESS**

**15 DATE OF NEXT MEETING**

10 March 2022