This paper summarises the amendments made to Learning and Teaching Policies, Senate Regulations and Strategies last session. These have all been approved by Academic Council and come into force from the start of session 2013-14.

1. POLICIES

**Taught Postgraduate Students Policy (amendment)**

**Intellectual Property Rights**

The policy has been updated to reflect the position relating to taught postgraduate students. For taught postgraduate students the University should not have any rights to IPR unless a research project is either undertaken within the University or supervised by a University researcher and IPR arises from it. The intent is to leave each taught postgraduate student in a position to agree reasonable ownership terms on IPR when they are a result of working elsewhere on their project.

**External Examiners’ Policy (amendment)**

**Action in Response to External Examiners’ Reports**

The policy has been updated to reflect the new responsibilities for the review of Annual Reports and identification of key issues requiring discussion with Schools as part of the annual academic monitoring process.

- Annual reports no longer directly submitted to the Dean.
- Comments from the Head of School to External no longer copied to Deans.
- External Examiners’ comments and action taken by Heads of Schools are now considered by the Academic Monitoring Group.

**School Presidents Policy (amendment)**

**Roles/Responsibilities**

The policy has been updated in order to clarify the roles and responsibilities of School Presidents and to reflect changes to various operational procedures.

- ELT student representative to attend School Presidents’ Forum.
- Remove of formal Memorandum of Agreement.
- Change of focus for roles/responsibilities.
- Director of Representation no longer the Line Manager for Class Representatives.
- Removal of text which states that School Presidents are entirely independent from the University.
- School President Forum minutes no longer presented to LTC.
- Removal of Vice-President appointments.
- Remove of opportunity for School Presidents to arrange local teaching awards.
- Breaching of confidentiality now refers to University Student Confidentiality policy.
- New routes for staff and students to raise concerns about School Presidents.
- Changes to the appeals process relating to removal from post.
**Good Academic Practice Policy (NEW)**

(to replace the current Academic Misconduct Policy)

A new policy entitled Good Academic Practice replaces all previous versions of the Academic Misconduct policy. It covers undergraduate, taught and research postgraduates. Alongside the policy, there is also guidance for staff, guidance for students and case studies which will be available for staff access only.

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**Complaints Policy (NEW)**

(new policy to comply with the SPSO Model Complaints Handling Procedure)

This new policy covers both academic and non-academic complaints, to comply with the Ombudsman’s recent guidance. The process is two-stage, with an initial consideration at the frontline level, then complainants can request a central investigation. A guide for students is available as is a form (similar to the Senate form) that is applicable to the second stage. Complaints will be handled through the VP Governance office, so there is a new email address for students to use for Stage 2 applications.

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**Academic Appeals Policy (amendment)**

This policy has been amended in several ways. The grounds have changed with a focus on the academic, given complaints on other matters are now handled separately; a new form for Senate appeals is available on the Senate website; students now only have **10 working days** from the date of their form submission to put in their full paperwork (it used to be 15); Postgraduate Research appeals that need Faculty rather than School involvement, must now go to the Provost rather than the Dean.

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**Non-Academic Misconduct Policy (amendment)**

**Non-Academic Misconduct**

This policy had been amended in several ways. The key change is that the route of appeal is now internal to this Policy (i.e. students can request a review of a decision made under this policy directly to the person that has given the disciplinary decision). The timeframe for this is within 10 working days of the decision. If a student remains unhappy after such a review, they can submit a complaint (rather than an appeal) via the Complaints Handling Procedure (CHP) as above. As a consequence of the Non-Academic Misconduct Policy having its own appeals process, and with the introduction of the CHP, the old Non-Academic Appeals & Complaints policy has been withdrawn.
### Undergraduate Senate Regulations: Gateway to Physics & Engineering (deletion)

**I GENERAL REGULATIONS**  
I. Special Programmes

**Reason for deletion:** The structure and programme requirements have changed ie Heriot-Watt has withdrawn from the programme, there is no longer any route to Engineering and the progression threshold of 11 has been removed. Normal progression requirements for the renamed programme ‘Gateway to Physics and Astronomy’ are held within the programme rules so there is no need for a separate Regulation.

49. Gateway to Physics and Engineering. Students admitted to this programme are on entry required to enrol on a number of requisite 1000 level modules. After the first year there are two available progression routes; one into Physics at St Andrews and the other into Engineering or Physics at Heriot-Watt University. To progress into second year at St Andrews, students who enter via the Gateway programme must gain credit in all requisite 1000 level modules for this programme, and obtain a credit-weighted mean from these modules of at least grade 11. To progress into second year at Heriot-Watt, students must gain credit in all the requisite modules.

### Undergraduate Senate Regulations: M.Eng and B.Eng Degrees (amendment)

**I GENERAL REGULATIONS**  
[various references throughout document]

**Reason for amendment:** The degrees of Master of Engineering (M.Eng) and Bachelor of Engineering (B.Eng) were introduced in 2002. The B.Eng and M.Eng in Microelectronics and Photonics were formally withdrawn at Science FEG in 2006. There are no longer any students on these programmes and they can be formally withdrawn from the Regulations.

### Undergraduate Senate Regulations: MBiochem (amendment)

**I GENERAL REGULATIONS**  
IV SCIENCE REGULATIONS  
(various references throughout document)

**Reason for amendment:** A new Integrated Masters degree in Biochemistry will be introduced with effect from session 2013-14. A number of Regulations will be updated accordingly.

### Undergraduate Senate Regulations: M.Theol and B.D. Degrees (amendment)

**III DIVINITY REGULATIONS**  
B. General Degree (M.Theol)  
C. Honours Degree (M.Theol)

**Reason for amendment:** The BD (Honours) does not currently meet SCQF regulations. It is currently a 3-year programme with 390 credits. The solution is to make it 4 years, where everyone entering (since they already have a degree) gets 120 advanced standing credits and direct entry to second year, thus accumulating the standard 480 credits as for MA/MTheol/BSc. As a consequence, it has been necessary to rewrite the Faculty of Divinity Senate Regulations and
make a small amendment to General Regulations. There is no need to specifically refer to advanced standing credit in the Faculty regulations as we currently do not do so in Science regulations. The recommendation therefore is to delete Section III. D and to amend Section III.C.

3. STRATEGIES

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<tr>
<th>Outbound Study Abroad Strategy (new)</th>
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<td>A new strategy has been developed with the purpose of developing, facilitating and encouraging outbound student mobility and to enhance the experience of all participating students.</td>
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<th>Student Experience Strategy (updated)</th>
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<td>The Student Experience Strategy has been updated and replaces the version approved by Court in 2008.</td>
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