A black background with purple text

Description automatically generated**Course Committee Departmental Summary Report**

Following each round of Course Committee meetings this summary report for each department, containing good practice and areas requiring further discussion, will be produced by the relevant Head of Department and considered at School Academic Committee.

This report summarises the meetings that took place in:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Semester 1** |  | **Semester 2** |  | **Semester 3**  **(where applicable)** |  |

|  |  |
| --- | --- |
| **Report Author**  **(Head of Department)** |  |
| **Department** |  |
| **Course Groupings considered in this round of meetings** | ***e.g.***  ***DTIB-IBI-PG BUSINESS***  ***DTIB-IBI-VARM***  ***DTIB-IBI-UG BUSINESS*** |
| **List any course groupings not considered in this round and the reason** |  |

Please provide a summary of the ‘Areas of good practice’ and ‘Areas requiring further discussion’ that have been recorded in the minutes of the relevant meetings. On completion please forward to [academicquality@staffs.ac.uk](mailto:academicquality@staffs.ac.uk) for consideration by SAC.

|  |
| --- |
| **Areas of good practice identified in Course Committees:**  Please specify which meeting each area of good practice/area requiring further discussion relates to. |
|  |
| **Areas ‘requiring further discussion’ identified in Course Committees:**  Please specify which meeting each area of good practice/area requiring further discussion relates to. |
|  |