

EQSC - Education Annual Review & Enhancement

Thursday, 9th February 2023 9:30 am

Council Chamber | Education, Quality & Standards Committee

Attendees

Attended

Ian Blenkarn

Christopher Bonfield

Georgina Eggleston

Marion Harney

Momna Hejmadi

Tim Wakeley

Jane White

Partial Attendance

Nathalia Gjersoe

Rachel Sheer

Did Not Respond

Julian Chaudhuri

Julia Kildyushova

Ryan Lucas

Jura Neverauskaite

253.0 Welcome and Quorum

Purpose -

Minute by Gregory Noakes

The Chair welcomed everyone to the meeting and confirmed that they were quorate.

Kate Awdry, the new Education and Student Experience project manager was introduced to the Committee. It was explained that they had been invited to the meeting because one of the projects they would be tackling would be Postgraduate Taught experience.

254.0 Declarations of Interest

Purpose -

Minute by Gregory Noakes

No one present had any conflicts of interest to declare.

255.0 Minutes of the Previous Meeting

Purpose - For Approval

Decision by Gregory Noakes

The minutes of the previous meeting were approved.

256.0 Actions and Matters Arising

Purpose -

Minute by Gregory Noakes

The Committee noted the actions and matters arising from previous meetings.

They noted that the following actions had been approved via correspondence since the last meeting:

- Exam Late Submission scheme of penalties
- External Examiners exemption request
- Modularisation and Semesterisation exemption request

They noted a report previously submitted in August which had been corrected to include a Chair's action that had previously not been reported at the time.

257.0 Standing items of Business

Purpose -

Minute by Gregory Noakes

The Chair explained the purpose of the meeting and how they envisioned it working. It was noted that the annual monitoring exercise had previously been suspended during the covid pandemic. This year the annual review & enhancement exercise had been introduced to replace this and act as a transition back to this. The focus of this exercise had been on PGT and student feedback, in particular sharing good practice and concerns.

258.0 Engineering and Design

Purpose -

Minute by Gregory Noakes

The Associate Dean (Education) for the Faculty of Engineering and Design highlighted that:

- The department for Chemical Engineering was currently under close monitoring with action plan having been agreed to ensure areas of concern was being addressed.
- A consistent theme that emerged across the faculty was the need to ensure timely feedback. The feedback given was being consistently rated as good, but this was sometimes not getting to student in time for them to use it.
- High student satisfaction rates had been reported for Civil Engineering Masters which was being partly contributed to the way these new CT courses were helping to establish a greater cohort feel. Only feedback given was around better signposting to wellbeing and health support.
- Response rates for the department for Electronic and Electrical Engineering had been below average for everything. Staff are aware that they need to work on this and identified several actions they need to take to improve.
- It would be useful to consider the format of these reports as staff had completed them in different ways which was a little confusing.

The Associate Dean (Education) for the Faculty of Engineering and Design in response to a question about the causes of the issues in Chemical Engineering they explained that they believed it was down to staffing issues.

The Committee considered whether there might be value adding a question if students feel a part of cohort as it was observed that this really helps with learning. They also discussed the pros and cons of having online submission and feedback only. Views on this were divided.

A question was asked about how confident were people that the actions being taken by Electronic and Electrical Engineering would change results for next year. The Associate Dean (Education) for the Faculty of Engineering and Design was not confident that these actions would make a significant impact. The Chair explained that departments would always be given a year to address issues themselves before more senior intervention was carried out.

The Committee discussed whether a 3-week turnaround was too tight for feedback and if this should be increased to 4 weeks. The issue was that due to the size of some cohorts it was simply impossible for staff to turnaround all the feedback in 3-weeks. It was noted that The SU might have a view on this.

259.0 Humanities and Social Sciences

Purpose -

Minute by Gregory Noakes

The Associate Dean (Education) for the Faculty of Humanities and Social Sciences highlighted that:

- The department of Economics was a big concern due over recruitment and understaffing. It was noted that the senior leadership team were being very proactive in trying to address this. However, despite this good work it's likely that their score will not go up next year.
- There was strong evidence that where CT principles are being followed correctly this is successfully translating into good NSS scores.
- There was some need for training to be given for personal tutors around their pastoral role.

- The department of Education had a good assessment feedback plan and had adopted the practice of making time at every meeting for staff to discuss it thereby keeping it as a strong staff focus.

In response to a question, the Associate Dean (Education) for the Faculty of Humanities and Social Sciences explained that there were several groups in their faculty focused on sharing good practice with each other.

A question was asked if any other departments were looking at taking on board some of the stronger departments assessment practices. The Faculty of Humanities and Social Sciences explained that getting staff on board with new ideas can sometimes be difficult.

260.0 School of Management

Purpose -

Minute by Gregory Noakes

The Associate Dean (Education) for the School of Management highlighted that:

- Group work in the department of Marketing had been an issue this year. Feedback about assessments was not good and after investigating believe this is down to group work assessments. Students complain that they feel this unfair as strong students can carry weaker students.
- There had also been an issue in timely feedback with staff struggling to turn this around within 3-weeks.

261.0 Science

Purpose -

Minute by Gregory Noakes

The Associate Dean (Education) for the faculty of science highlighted that:

- The merger of the department of Life sciences last year had had an impact on NSS data and would likely do so again for the coming year.
- The consistency in terms of feedback was the only issue that had been reported for the department of Life Sciences.
- The department of Life sciences and mathematical sciences are both good in terms of their sector averages.
- The Department of Chemistry are putting in place an NSS action plan to address issues identified by their senior leadership team.
- There were no documents submitted for the department of Physics which was due to a mistake in the paperwork being sent out by EQSC secretary. This department had been under close supervision following poor performance, but the impression now was that they were improving.

262.0 Collaborative Provision

Purpose -

Minute by Gregory Noakes

The Deputy Director of Undergraduate Admissions and Outreach highlighted that external

examiner feedback for Collaborative provisions were good.

263.0 Online Masters

Purpose -

Minute by Gregory Noakes

The Deputy Director of Undergraduate Admissions and Outreach highlighted that there was work that needed to be done to ensure more consistency around online programs. Some staff incorrectly think that you can just transfer an in-person course straight into an online course which is not true and leads to problems.

A question was asked around what training is given to staff involved in these programmes. The Deputy Director of Undergraduate Admissions and Outreach explained the guidance they are given and noted that training was one area where improvements could be made to help.

264.0 Minutes of Committees - EQSC 2223

Purpose -

Minute by Gregory Noakes

This was noted without discussion.

265.0 Programme of Meetings

Purpose -

Minute by Gregory Noakes

This was noted without discussion.

266.0 Any Other Business

Purpose -

Minute by Gregory Noakes

There was no other business identified for discussion.

The Chair suggested and the Committee agreed that the Chair, a member of Academic Registry and the Secretary should meet to start planning for next year's Education Annual Review and Enhancement.

Action by Gregory Noakes

EQSC A7

Action Description - The Chair, a member of Academic Registry and the Secretary to meet to start planning for next year's Education Annual Review and Enhancement.

Action Status - Not Started | Due by - 16 May 2023 | Assigned to - Georgina Eggleston