



Minutes of Meeting

Open - Confirmed

Faculty of Engineering & Design

Meeting: FACULTY LEARNING, TEACHING & QUALITY COMMITTEE
Date and Time: Wednesday 18 March 2015, 2.15pm
Venue: WH Council Chamber

Present:

Dr Andrew Heath (Chair)	Associate Dean (Learning & Teaching)
Dr Mike Bird	Dept of Chemical Engineering (<i>arrived at 3.00pm</i>)
Dr Jos Darling	Dept of Mechanical Engineering
Dr Mark Evernden	Dept of Architecture & Civil Engineering (<i>alternate for Dr Harney</i>)
Mr John Hawker	Postgraduate Student Representative
Mr Shaun McGall	Student Engagement & Quality Enhancement Officer
Ms Charlotte Russell	Undergraduate Student Representative
Dr Peter Shepherd	Dept of Electronic and Electrical Engineering

In Attendance:

Mrs Selina Jobson	Assistant Registrar (Secretary)
Mrs Jane Phippen	Undergraduate Manager

Apologies: Ms Ruth Burdett, Dr Sally Clift, Mr Paul Goodstadt, Dr Marion Harney, Mr Mike Paterson

ACTION

1234 MINUTES OF THE PREVIOUS MEETING (LTQ2014-15/106)

The open minutes of the meeting of the Committee held on 4 February 2015 were considered and approved.

1235 MATTERS ARISING

- (1) Minutes from 4 February 2015
The Secretary confirmed that all matters arising from the last meeting had been completed.
- (2) Minute 1295 NFA:AR (Undergraduate): Review of Programmes
The Chair reported that templates confirming that undergraduate programmes had been reviewed in light of changes to NFA:AR had now been completed for

undergraduate programmes in the Department of Architecture and Civil Engineering. A proposal for an exemption to NFA:AR for the BSc Architecture and the MArch programmes would be considered as an item under the main agenda.

- (3) Minute 1288 Chair's Action (WISE programme specification)
The Chair reported that a minor administrative amendment had been made to the WISE CDT programme specification.

1236 CHAIR'S BUSINESS

- (1) Surveys
The Chair reported that the National Student Survey (NSS) and the Postgraduate Research Experience Survey (PRES) were now open for students to complete. The Student Engagement & Quality Enhancement Officer reported that response rates to date for these surveys were encouraging. It was noted that the United Kingdom Engagement Survey (UKES) for non-final year undergraduates and Postgraduate Taught Experience Survey (PTES) would open shortly.
- (2) Faculty Student Representative Elections
The Chair reported that elections for Faculty Student Representatives were underway and asked Committee members to encourage students to participate in these elections.
- (3) Consultation on the Shape of the Academic Year
The Chair reported that the consultation period had been extended to allow for additional feedback and in response to student concerns regarding the proposal.
- (4) Teaching Development Fund
The Chair reported that 12 proposals had been submitted to the Faculty Teaching Development Fund. Seven projects had been funded across the departments of Architecture and Civil Engineering, Chemical Engineering and Mechanical Engineering (the Department of Electronic and Electrical Engineering did not submit any proposals).

1237 STUDENT BUSINESS

The Student Representatives confirmed that there were no items to bring forward.

1238 ANY OTHER BUSINESS: EDUCATION STRATEGY UPDATE

Dr Darling asked for an update on the University's Education Strategy. Dr Heath reported that separate Faculty meetings to review items related to the Education Strategy were no longer being held, but that any issues would be considered by the Faculty Learning, Teaching and Quality Committee. An overview report of Online Unit Evaluation results from semester 1 units in the Faculty was being prepared by the Faculty's Student Experience Officer and would be presented to the next Faculty Learning, Teaching and Quality Committee meeting.

1239 ANY OTHER BUSINESS: NATIONAL DEGREE CLASSIFICATION DATA

Dr Heath reported on national statistics relating to the award of degree classifications which had been reviewed at the last University Learning, Teaching and Quality

Committee meeting. Data had been provided by subject area and by UCAS entry point scores. Grade inflation at a national level was noted. A high percentage of first class degrees were awarded nationally to students studying Chemical Engineering. The number of first class degrees awarded to Civil Engineering students was relatively low. The Department of Architecture and Civil Engineering appeared out of line in terms of national statistics with the third highest UCAS entry points scores for students entering the Department, but this was not reflected in a comparable number of first class degrees awarded.

The Committee discussed the impact of the NFA:AR on degree classifications. The possible impact of scaling was noted, with rising grade averages between 65%-68% reported. It was observed that it was the responsibility of the Director of Studies to monitor average unit marks. It was noted that external examiners had not raised any issues with marks awarded by departments in the Faculty.

It was suggested that it would be useful to have data on the A-level tariffs of students entering programmes on the year being reviewed in Annual Monitoring Reports, noting that currently such data was provided for the previous year's cohort.

1240 MINUTES OF DEPARTMENTAL LEARNING, TEACHING AND QUALITY COMMITTEES

The minutes of the following Departmental Learning and Teaching Quality Committees were received:

a) Dept of Architecture and Civil Engineering, 20 January 2015 (LTQ2014-15/120)

b) Dept of Chemical Engineering, 21 January 2015 (LTQ2014-15/121)

It was reported that the Students' Union had raised an issue relating to Minute 225(b) regarding students' comments in Online Unit Evaluations. This matter had been referred to the Pro-Vice-Chancellor (Learning and Teaching) for further consideration.

c) Dept of Chemical Engineering, 4 March 2015 (LTQ2014-15/122)

d) Dept of Electronic & Electrical Engineering, 27 November 2014 (LTQ2014-15/123)

e) Dept of Electronic & Electrical Engineering, 21 January 2015 (LTQ2014-15/124)

The Committee moved on to consider FoIA business.
