



Meeting: FACULTY OF HUMANITIES AND SOCIAL SCIENCES
LEARNING, TEACHING AND QUALITY COMMITTEE

Date and Time: Wednesday 6th May 2015 at 13.45pm

Venue: CB4.1

Present: Prof P Lambert, Associate Dean (Learning and Teaching), (Chair)
Ms E Barratt Hacking, Department of Education
Dr A Bush, Department for Health
Mrs G Eggleston, Learning and Teaching Enhancement Office
Dr M Garcia, Politics, Languages and International Studies
Ms A Hill, Deputy Graduate School Manager
Dr R Joiner, Department of Psychology
Prof A Lewis, Psychology
Dr S Martin, Department of Education
Dr R Maconachie, Department of Social and Policy Sciences
Miss J Medland, Student Experience Officer
Dr M de Tina, Department of Economics
Ms M Ward Goodbody, Director of ASC
Dr C Wilson-Stokes, Department for Health
Dr C Winnett, Economics
Mr T Parker, Students' Union

In Attendance: Miss S E Jacobs, Assistant Registrar (Secretary)
Miss A Young, Students Union Engagement and Quality Officer
Dr R Chawla-Duggan, Department of Education (for minute???)

Apologies: Dr F Bisset, Learning Partnerships Office
Dr J Brice, Graduate School Manager
Prof S Gough, Associate Dean (Graduate Studies)
Dr A Mondon, Department of Politics, Languages and International Studies
Dr T Skinner, Department of Social and Policy Sciences
Miss L Shaikh, Student
Mr A Stringfellow, Student

1354. MINUTES

The Committee approved the minutes of the meetings on the 25th March 2015 (paper 148). There were no matters arising.

ACTION

- 1355. CHAIR'S BUSINESS**
- (1) Education Strategy**
 The Chair requested that Department LTQCs undertake an audit of the department's current use of e-learning opportunities, identifying examples of good practice. DLTQCs are also asked to consider what further e-learning activities could be developed, and what support (from the LTEO and from the Faculty e-learning Officer) is needed to further enhance e-learning activities. A report from each Department should be submitted for discussion at the next meeting of the Committee (10th June 2015, paper deadline of the 27th May 2015). **DoLTs**
- (2) LITEBox (Learning Innovation Technology Environment)**
 The Chair reported that an initiative to provide opportunities for staff and students to learn, share, explore and develop new and existing technologies for learning, teaching and research was being launched today. He indicated that he would invite Dr Francombe-Webb, one of the members of staff involved in the project, to attend the October meeting of the Committee. **Chair**
- (3) Anonymous Marking**
 The Chair reminded members that there is an expectation that anonymous marking for all undergraduate and postgraduate coursework (where practical) is to be implemented with effect from 2015/16. Departments are asked to provide a report on their planned adoption of anonymous marking to be considered at the next meeting of the Committee (10th June 2015, paper deadline 27th May 2015) **DoLTs**
- The Committee noted that the July meeting of University LTQC will consider proposed further guidance on the implementation of anonymous marking.
- (4) Reminder: Annual Review of Feedback Policies for 10.6.15 meeting**
 The Chair reminded members that a report on the annual review of feedback policies (both undergraduate and postgraduate) must be submitted for consideration at the next meeting of the Committee (10th June 2015, paper deadline 27th May 2015). **DoLTs**
- 1356. STUDENT BUSINESS**
 Mr Parker reported that the Students' Union Officers are reviewing the progress made in relation to their Top 10 Issues before they come to the end of their term of office. The Chair thanked Mr Parker, and Mr Stringfellow, for their valuable contribution to the Committee during this year.
- 1357. ASSESSMENT OF STUDENT PLACEMENT UNITS**
 The Committee noted and considered proposals with regard to the assessment of student placements from the Careers and Employability Sub-Committee of the ULTQC (paper 152).
- The Committee noted that there were a number of details still missing or incorrect in the Appendices in relation to placement units in the Faculty. Each of the Departments (via their Directors of Learning and Teaching) were therefore asked to ensure that they forward to Dr Laughton the correct details. **DoLTs**
- The Committee agreed that each Department should discuss the questions in Recommendation 1 of the document at their respective DLTQC meetings, and with placement staff, and to submit a report on their discussions to the October 2015 FLTQC meeting. **DLTQCs**

With regard to Recommendation 2, members of the Committee felt strongly that they should be consulted on the proposed core feedback questions to students before they are submitted to Senate for approval. The Secretary agreed to contact Dr Laughton to request that the proposed questions are circulated for comment.

Sec

The Committee felt that there was already a lot of good practice within the Faculty with regard to the re-induction of students following placement.

1358. UNIT AND PROGRAMME CHANGES

In accordance with QA4 Amendments to Existing Units and Programmes of Study and the Approval of New Units, <http://www.bath.ac.uk/quality/documents/QA4.pdf>, the Committee considered the following proposed unit and programme changes for implementation in 2015/16 (unless otherwise indicated):

(1) Department for Health

The Committee considered and approved the proposed changes to units and programmes for implementation with effect from 1.9.15 (paper 155):

- MSc Sport and Exercise Medicine
- MSc Sports Physiotherapy
- HL50077
- HL50078
- HL50145

The Committee noted that the proposals were being made to overcome an issue relating to the calculation of a credit-weighted Overall Stage and Programme Average for the two programmes. The proposal that HL50077 become a 0 credit-weighted DEU assessed on a pass/fail basis followed advice from Registry colleagues. It was noted, however, that since the drafting of the documents it had been suggested that there may be an alternative and simpler means for achieving the desired outcome. The Secretary will consult further with Registry colleagues, and discuss with the Director of Studies for the programmes, so that a final proposal can be considered by Chair's action.

Sec/
Health/
Chair

(2) Department of Politics, Languages and International Studies

The Committee reconsidered a proposal for the creation of the following new units, for delivery by the **Foreign Languages Centre** (paper 156):

- Mandarin Chinese Stage 4A (3 and 6 credit units)
- Mandarin Chinese Stage 4B (3 and 6 credit units)
- Arabic Stage 1A (6 credits)
- Arabic Stage 1B (6 credits)

The Committee noted that a fuller rationale had been presented for the creation of these units. The Committee approved the proposed units for introduction in 2015/16.

(3) Department of Psychology

The Committee approved the withdrawal of postgraduate units (paper 157).

(4) Learning Partnerships Office/CPD Office

The Committee approved the withdrawal of units (paper 158).

1359. UNIT AND PROGRAMME MATTERS

The Committee noted details of unit and programme changes approved by Chair's action (paper 159).

1360. DEPARTMENTAL COMMITTEES

The Committee received the minutes of the following Departmental Learning, Teaching and Quality Committee meetings:

- Department for Education 14.1.15 and 11.3.15 (paper 160)
- Department of Politics, Languages and International Studies, 10.3.15 (paper 161)
- Department of Psychology, 18.3.15 (paper 162)

1361. UNIVERSITY COMMITTEES

The Committee noted the minutes of the:

- Academic Programmes Committee, 10.3.15 (paper 163)