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

**Date and Time:** **Wednesday 21<sup>st</sup> October 2020 at 13.45**

**Venue:** **Via Teams**

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**Present:** Dr N Gjersoe, Associate Dean (Learning and Teaching), (Chair)  
Dr A Bush, Department for Health  
Dr E Fichera, Department of Economics  
Dr G Foley, Department of Education  
Dr P Manning, Department of Social and Policy Sciences  
Dr A Mondon, Department of Politics, Languages and International  
Studies  
Dr A Schaeffer, Department of Economics  
Mr E Feddon, Student  
Miss A Snary, Student

**In Attendance:** Miss S E Jacobs, Assistant Registrar (Secretary)  
Mr M Ashdown, Project Manager  
Mrs A Theilgaard, Student Engagement Manager

**Apologies:** Dr F Bisset., Learning Partnerships Office  
Miss M Clutterbuck, Learning Partnerships Office  
Prof R Joiner, Department of Psychology  
Mrs E Whittleton, Programmes Manager  
Mr F Masala, Students' Union President  
Miss N Singh, Student

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**ACTION**

**1833. TERMS OF REFERENCE AND MEMBERSHIP**

- a)** The Committee noted the Terms of Reference for the Committee (paper 01).
- b)** The Committee noted the list of members for 2020/21 (paper 02) and the Chair welcomed Dr Gail Forey, Dr Peter Manning, Dr Aurelien Mondon, Mr Francesco Masala, Mr Edward Feddon, Miss Amber Snary and Miss Narihika Singh as new members of the Committee.

**1834. MINUTES**

The Committee approved the minutes of the Faculty Learning, Teaching and Quality Committee meeting held on the 22<sup>nd</sup> July 2020 (Paper 03).

**1835. MATTERS ARISING**

**Minute 1831: Resilient Curriculum for 2020/21**

The Chair reported that the Programme Board, at which changes for implementation in this academic year had been agreed, would soon no longer exist. She reported also that consideration is currently being given to the form which Resilient Curriculum Project Team (RCPT), which had reported to the Programme Board, might continue to operate.

**1836. CHAIR'S BUSINESS**

**a) Plans for Alternative assessments in Semester 1**

The Committee noted the recently circulated Examination Parameters document (paper 04). The recent message informing staff about the preparations for examinations in Inspira was also noted. The Committee noted that a final decision is yet to be made with regard to whether Semester 1 examinations can take place in Inspira as there is a query over communication between this software and SAMIS, although it is hoped that this will be the case. If it is not possible to conduct the examinations in Inspira they will have to take place in Moodle.

The Committee noted that the usual deadline for the submission of final examination papers may be extended this year. The Chair, however, encouraged colleagues to discuss the deadlines with the Programme Administration Team to ensure that they have sufficient time to finalise the papers and to seek External Examiner input.

**DoTs**

**b) IMC Panel Membership**

The Chair explained that there is a vacancy on the Faculty IMC Panel following the recent retirement of Dr Martin. Dr Fichera agreed to discuss with colleagues in the Department of Economics.

**EF**

**c) Timetabling for Semester 2**

The Chair explained that it is planned that the early and late timetable slots will be swapped between departments in Semester 2. She agreed to follow up with further details after the meeting to those departments affected by this.

**NG**

**d) Outsourced Wellbeing App**

The Chair reported that the University had invested in a new well-being App for students which is initially being trialled with Gold Scholarship students. Volunteers for other trial groups are sought. Directors of Teaching were asked to contact the Chair with suggestions.

**DoTs**

**e) Placements and Year Abroad**

The Committee noted that there has been an increase in final year undergraduate students this year as a result of some students deciding to transfer to the 3 year programme without placement. Directors of Teaching indicated that this had not had any negative impact on IPT sessions. The Committee noted, however, that there have been impacts on Dissertation supervision and marking workloads which have had to be managed.

Dr Mondon explained that the ability of students currently studying or on placement overseas to continue to be able to do so is under constant review within the Department of Politics, Languages and International Studies. The Chair suggested that a representative from the Department to sit on the Placements Resilience Group she chairs would be useful. Dr Mondon agreed to suggest that Dr Wharton take on this role.

**f) Extension Requests for Coursework**

The Chair explained to the Committee that a PowerApp has been launched in the Faculty to manage student extension requests. She explained also that it may be possible for this PowerApp to be further developed to enable automatic approval of a ~~75~~ day extension in response to initial requests from students, without the need for them to submit evidence or for Directors of Studies to approve, but that this is currently under consideration at a University level alongside consideration of potential changes to IMC claim regulations and procedures.

Mr Ashdown explained that students are already submitting their extension requests to the PowerApp and that a few minor initial issues had been resolved.

**g) Making unit and programme changes for 2021/22**

The Secretary reported that guidance on the process for the submission of proposals for making changes to units and programmes for implementation in 2021/22 should be available soon. A document is intended to be considered by the Education, Quality and Standards Committee soon (EQSC replaces ULTQC). It was noted that the usual deadlines may be relaxed but that departments should continue to consider changes as soon as possible.

**h) Curriculum Plans for 2021/22**

The Committee discussed the elements of the Bath Blend they would wish to carry forward into the future. The importance of seeking student views was stressed and it was noted that students have been asked to complete a short survey on their experience so far this week and that some departments have also circulated their own survey. The student representatives offered a summary of useful key feedback, positive and constructive, that they had already collated from the students.

**1837. NSS ACTION PLANS**

The Committee noted the NSS Action Plans in response to the 2019/20 survey outcomes for each Department (paper 05):

- Department of Economics
- Department of Education
- Department for Health
- Department of Politics, Languages and International Studies
- Department of Psychology
- Department of Social and Policy Sciences

**1838. PTES ACTION PLANS**

The Chair asked those Departments which had not yet forwarded to her their PTES Action Plans should do so as soon as possible.

**1839. FUTURE SCANNING (Standing item)**

The Chair explained the addition of this as a Standing agenda item was to help ensure that relevant discussion at Faculty level in relation to areas of development and decision-making at University level would take place.

**De-colonisation of the Curriculum**

The first such area for discussion is the de-colonisation of the curriculum. The Committee noted a document recently discussed in the Faculty of Engineering and Design (paper 06) and it was agreed that this should be discussed at DLTQC-level, to prompt further discussion in this area and to help with the drafting of a similar Faculty of Humanities and Social Sciences strategy.

The Committee noted that a lot of activity had already taken place in departments in this area as part of their discussions for Curriculum Transformation. Dr Forey, for example, explained that the Department of Education had held an Awayday which had focussed entirely on the decolonisation of their curriculum.

The Chair asked the Directors of Teaching to discuss with their colleagues where the responsibility for this area of development might best reside (DLTQC or Equality and Diversity Committees?).

**DoTs**

Mrs Thielgaard explained that all of the existing fora for ensuring that the student voice is taken into account could continue to have an input into these developments (eg SSLC, feedback fora, diversity and support groups).

The Chair indicated that she would discuss what activity is planned in relation to the MRes curriculum with Dr Papps.

**NG/KP**

**1840. UNIT AND PROGRAMME CHANGES**

The Committee noted the following changes approved by Chair's action for implementation in 2020/21:

**Department for Health**

Renewal of Student Exchange agreements with Swiss Federal Institute of Sports Magglingen, Bern, Switzerland and University of Southern Cross, East Lismore, Australia.

**Department of Psychology**

Change to the assessment of PS30164:

<https://cmis.sp.bath.ac.uk/SitePages/unitproposal.aspx?Request=12591>

**Department of Politics, Languages and International Studies**

Change to title and assessment of PL50837:

<https://cmis.sp.bath.ac.uk/SitePages/unitproposal.aspx?Request=12609>

Suspension of units (following decision to not run MA Gender and Politics this year): PL501031 and PL51029.

**1841. FACULTY COMMITTEES**

The Committee received the minutes of the following departmental committees:

- Department of Economics, 27.5.20 and 30.9.20 (paper 07)
- Department of Social and Policy Sciences, 23.9.20 (paper 08)

**1842. UNIVERSITY COMMITTEES**

The Committee noted the minutes of the following committees:

- University Learning, Teaching and Quality Committee, 21.7.20 (paper 09)
- Academic Programmes Committee, 23.7.20 (paper 10)

**1843. NEXT MEETING**

The next planned meeting is on the 2<sup>nd</sup> December 2020.