



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

Date and Time: Wednesday 6th May 2020 at 13.45

Venue: Via Teams

Present: Dr N Gjersoe, Associate Dean (Learning and Teaching), (Chair)
Dr A Bush, Department for Health
Miss M Clutterbuck, Learning Partnerships Office
Prof R Joiner, Department of Psychology
Dr S Martin, Department of Education
Dr K von Oppen, Department of Politics, Languages and International
Studies
Dr A Schaeffer, Department of Economics

In Attendance: Miss S E Jacobs, Assistant Registrar (Secretary)
Mrs A Theilgaard, Student Engagement Manager
Mrs E Whittleton, Programmes Manager

Apologies: Miss A Lobo, Students' Union
Miss A Shepherd-Coles, Undergraduate Student
Dr S Moore, Department of Social and Policy Sciences
Miss A Palmer-Ross, Undergraduate Student

ACTION

1807. MINUTES

The Committee approved the minutes of the Faculty Learning, Teaching and Quality Committee meeting held on the 25th March 2020 (Paper 90). There were no matters arising not covered elsewhere on the agenda.

1808. CHAIR'S BUSINESS

Assessment Telephone Helpline

The Committee noted that the Chair had been involved in discussions earlier in the day with regard to the possibility of Faculties setting up a helpline for their students during the assessment period.

[*post-meeting note: a centrally managed telephone helpline is being set up for students who have urgent issues arising during the assessment period. Details of this helpline and other sources of help for students are here: <https://www.bath.ac.uk/guides/semester-2-assessments-get-help-and-advice/>].*

The Chair re-iterated that students must be advised not to attempt to submit their assessments on the deadline as non-submission/late submission will lead to a deferred assessment in August.

Members of the Committee noted that it may exceptionally be necessary to consider submission via email but that any decision with regard to whether such a submission is valid and may be marked will involve a discussion between the relevant Director of Teaching and the Associate Dean (Learning and Teaching).

1809. ALTERNATIVE ASSESSMENTS

The Chair advised colleagues that Unit Convenors should be designing alternative assessments for the August assessment period as it is anticipated that there will be many students taking deferred assessments at this time.

1810. REMOTE DELIVERY OF TEACHING

The Chair explained that the Dean would soon be asking Heads of Department to submit plans for the remote delivery of teaching for Semester 1 of 2020/21.

The Committee noted that at this stage this will involve creative curation and use of existing resources to deliver existing programmes on-line, rather than the creation of on-line courses from scratch. However, the Chair advised that CLT are able to support colleagues and to provide examples of different and innovative ways in which to engage with students on-line.

The Committee noted that the response rate for On-line Unit Evaluations had been very low, partly as a result of some issues around the delivery of emails to students. Members of the Committee were disappointed that this would not provide much feedback to help develop more on-line teaching for the next academic year.

The Committee noted that Departments are considering what events they might be able to arrange on-line for this year's graduates, as they are keen to be able to mark the end of their studies in some way.

1811. CURRICULUM TRANSFORMATION

Following the recent Senate approval of the possibility to delay the implementation of transformed courses until 2023/24 the Chair asked the Directors of Teaching to consider in which academic year they would wish to implement their transformed courses. At this stage, members of the Committee indicated that it is likely that they would now work to a 2023/24 implementation date, except for MA Politics courses, where an implementation in 2022/23 is likely to still be desirable.

1812. PLACEMENTS

The Committee noted that in contrast with the majority of the rest of the University many of the unit and programme documents for undergraduate programmes in this Faculty include references to the minimum number of weeks which a student is expected to complete on placement or study abroad. In most of these the number stated is higher than the statutory minimum of 24 weeks which is stated in QA6. In the current circumstances, some students have been unable to

achieve the stated number of weeks in their programme documentation, but mostly have been able to complete a minimum of 24 weeks. Guidance on the formal procedures for any changes to current or future placement requirements in Programme Specifications and Unit Descriptions is awaited from Academic Registry. However, the Committee noted that students and placement providers are keen to be advised on what is and what is not acceptable. In order to help move forward on this, and on the basis of what might be expected for formal approval, the Assistant Registrar has undertaken a review of current documents. These, together with a template proposal document, will be circulated soon to Heads of Department so that they can start drafting their proposals for changes to be approved.

Members of the Committee were reminded that formal communication with students about changes to Placement and Study Abroad requirements will not be appropriate until after any changes have been formally approved.

1813. UNIT AND PROGRAMME CHANGES

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

a) Department for Health:

Minor changes to: HL30516 (including change of title from 'Psychology of physical sensation' to 'The neuropsychology of bodily experience: from investigation to clinical practice')

b) Department of Economics

Suspension of ES30034 International Monetary Economics.

1814. FACULTY COMMITTEES

The Committee received the minutes of the following departmental committees:

- Department of Economics Learning, Teaching and Quality Committee on 19.02.20 (paper 91).
- Department of Social and Policy Sciences Learning, Teaching and Quality Committee on 1.04.20 (paper 92).

1815. UNIVERSITY COMMITTEES

The Committee noted the minutes of the following committee: University Learning, Teaching and Quality Committee on 17.03.20 (paper 93).

1816. NEXT MEETING

The Committee noted that the next planned meeting is on the 10th June 2020.