



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

Date and Time: **Wednesday 14th December 2016 at 13.45**

Venue: **1WN3.20**

Present: Dr C Wilson, Associate Dean (Learning and Teaching), (Chair)
Dr A Bush, Department for Health
Mr L Emery, Taught Postgraduate Student representative
Dr R Joiner, Department of Psychology
Dr A Mondon, Department of Politics, Languages and International
Studies
Miss I le Patourel, Academic Registry
Dr S Martin, Department of Education
Dr M de Tina, Department of Economics
Miss L Woodcock, Students' Union President
Dr K Woodthorpe, Department of Social and Policy Sciences

In Attendance: Miss L Gibson, Undergraduate Manager
Miss S E Jacobs, Assistant Registrar (Secretary)
Miss E Merker, Deputy Graduate School Manager

Apologies: Dr F Bissett, Learning Partnerships Office
Dr J Brice, Graduate School Manager
Dr E Keogh, Associate Dean (Graduate Studies)
Mrs M Ward-Goodbody, Director of Academic Skills Centre
Miss Z Dong, Undergraduate Student representative
Miss M Duta, Undergraduate Student representative

ACTION

1524. MINUTES

The Committee approved the minutes of the Faculty Learning, Teaching and Quality Committee meeting held on the 30th November 2016 (paper 50).

1525. MATTERS ARISING

(1) Minute 1515 (1) Anonymous Marking

Miss Merker confirmed that she had circulated the link to the flow diagram to Directors of Learning and Teaching.

(2) Minute 1515 (2) Unit Outlines

The Chair indicated that she would still like to receive examples or suggestions for good practice and will be in touch with Directors of Learning and Teaching again about this in the new year.

- (3) **Minute 1515 (4) External Examiners**
The Chair reported that a meeting will take place between colleagues in the Department of Politics, Languages and International Studies and Academic Registry in January.
- (4) **Minute 1516 (3) Feedback Policy Template**
The Chair reported that she would be meeting to discuss this further with Miss Merker in January.
- (5) **Minute 1518 (1) FdA Early Years and Childhood Studies (Wiltshire College)**
The Committee noted that minor amendments to the Programme Specification and Programme Description had been completed following the meeting.
- (6) **Minute 1518 (2) Department of Education**
The Committee noted that the Department of Education is considering the points raised by the Committee in relation to the proposed changes ED30483 and the creation of a new unit, ED3XXXX Place and Space in Schooling and Education, and would re-submit as appropriate later.
1526. **CHAIR'S BUSINESS**
- (1) **Taught Postgraduate Annual Monitoring Reports**
The Chair reminded the Committee that 2015/16 Annual Monitoring Reports for all taught postgraduate programmes will be expected to be submitted in time for consideration at the February meeting of the Committee. It was noted that Directors of Studies had recently received an email informing them of the whereabouts of the supporting statistical data they will need to refer to in their reports, and attach as appendices.
- (2) **QA4 Changes to Units and Programmes update**
The Chair reminded members that a revised QA4 statement had been posted on the QA Code of Practice page recently, and that a summary document had recently been circulated. Members of the Committee pointed out that it is still not entirely clear which categories of changes will be permitted for implementation in the coming years, with there being confusion over the University's action in relation to CMA requirements, and which information has to meet the prospectus deadlines.
1527. **STUDENTS' BUSINESS**
- (1) Mr Emery reported that students at the SSLC for the Department of Social and Policy Sciences had raised concerns with regard to the proposal that options will no longer be permitted in Semester 1, year 1 of undergraduate programmes. It was noted that student representatives are gathering feedback from students on this.
- (2) **NUS NSS Boycott**
In response to a query from a member of the Committee, Miss Woodcock confirmed that the NUS had agreed on a boycott of the 2017 NSS. She reported, however, that it was not yet clear what action the Bath Students' Union would be taking in relation to this.
1528. **UNIT AND PROGRAMME CHANGES**
Department of Education/

The Committee approved proposed minor amendments to the EdD unit, ED60279 Language, Culture and Education, for implementation in 2017/18 (paper 51). The Committee noted that the content of the unit was now described in more general terms, which seemed appropriate. It was noted that current students were not consulted on the proposed changes, although it was also noted that no students attended the SSLC which was arranged to take place during the recent Summer School residential.

1529. UNIT AND PROGRAMME CHANGES

The Committee noted the details of unit and programme changes approved by Chair's action (paper 88).

1530. DEPARTMENTAL COMMITTEES

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

- Department of Politics, Languages and International Studies, 26.10.16 (paper 89)
- Department of Education, 16.11.16 (paper 90)

1531. UNIVERSITY COMMITTEES

The Committee noted the minutes of the following committees:

- University Learning, Teaching and Quality Committee, 1.11.16 (paper 91)
- Academic Programmes Committee, 28.11.16 (paper 92)