



Meeting **FACULTY LEARNING, TEACHING AND QUALITY COMMITTEE**
Place Microsoft Teams
Date and Time Wednesday 28 April 2021 at 14:15

| | | |
|---------------|--|---|
| Present | Professor M V Hejmadi Professor C Frost Miss F Jackson Professor M Jones Dr F R Laughton Mr K Maharaj Dr F Nemetz Mrs S Paine Dr P J Rogers Dr P Schady Dr T Shardlow Dr C M Todd Ms S Watts Professor J White Mr J Withington | Associate Dean (Learning and Teaching) (Chair) Deputy Dean (for minute 3024) Students' Union Sabbatical Officer (Community) Department of Chemistry (from 14:35) Department of Physics (from 14:45) Undergraduate student representative (Department of Computer Science) Department of Computer Science Programmes Manager (Operations) Department of Pharmacy and Pharmacology Department of Physics (alternate for Dr F R Laughton until 14:45) Department of Mathematical Sciences Department of Biology and Biochemistry Centre for Learning and Teaching (CLT) (for minute 3024) Natural Sciences programmes Undergraduate student representative (Department of Physics) |
| In attendance | Mrs M L Hallett Mrs K Campbell Mr J Ogunyemi | Faculty Assistant Registrar (Secretary) Faculty Coordinator (L&T) (Observing) (for minute 3024) Incoming Undergraduate student representative (Observing) |
| Apologies | Dr F Bisset Mr T Cheung Dr K Mattacks Professor S Ward | Head of Learning Partnerships Postgraduate Taught student representative (Department of Computer Science) Centre for Learning and Teaching (CLT) Associate Dean (International) |

Action

3024 THINKING AHEAD REIMAGINING OUR CURRICULUM (INNOVATION AND ENTREPRENEURSHIP AND VERTICALLY INTEGRATED PROJECTS): Professor Momna Hejmadi, Professor Christopher Frost and Ms Susan Watts.

The Chair highlighted the Faculty Strategy to provide a curriculum which is inspirational, meets the needs of learners, innovative and provides students with the skill sets required for the future, e.g. the 4th industrial revolution. The Faculty's Employer Advisory Board has recommended greater emphasis be placed on innovation and entrepreneurship and extracurricular opportunities / modern soft skills.

Professor Frost reported a proposal to introduce 'with Innovation and Entrepreneurship' courses that include a single Faculty wide entrepreneurship and skills training unit which pools relevant resources already in existence across Departments. These courses will be offered in addition to, as opposed to as an alternative to, 'with Placement' courses.

Professor Hejmadi added that Bath Entrepreneurs, the Set Squared partnership, are keen to support the new programmes. An Advisory Panel will be established to comprise staff who currently teach innovation and entrepreneurship to help deliver the new cross-disciplinary unit. Non-credit bearing taster sessions will be provided in Years 1 and 2 to get students interested in, and prepared for, the new unit.

Ms Watts reported that Vertically Integrated Projects (VIP) originated at Georgia Tech and now run at over 70 institutions worldwide. There are 2 programmes in Scotland: Strathclyde and St Andrews. Bath is the first university in England to start its own VIP programme. VIP are ongoing research and applied learning projects led by academic supervisors which enable interdisciplinary (students from different departments), multilevel teams (Year 1 UG up to PGT and PGR) of students (normally 10-15) to work on long-term real life projects. VIP provide an opportunity for staff and students to work together on solutions that have real impact, and they help build momentum for involvement in greater enterprise, civic engagement and social action. At Bath, VIP focus on sustainability and local and global challenges. VIP help students develop employability skills, including collaboration, planning, creativity and team working.

Students can choose to join a VIP team for one semester or a whole year. As students join and leave there is a continuous flow of researchers working on projects. VIP teams are expected to deliver mid and end of year reviews which require them to reflect on the progress of their project and also on themselves as individuals. VIP teams are given the opportunity to present at EduFest at the end of the year.

Student applications are selective, as demand outweighs supply. VIP run as extracurricular activity, so rely on the energy and enthusiasm of staff and students. There is an opportunity through Curriculum Transformation to make VIP optional credit bearing units, e.g. assessed through a reflective log.

4 VIP started in Semester 2 last year (on student wellbeing, sustainable transport, community engagement and technology for social care). This year another 5 VIP started (on food wastage, sustainability, inclusivity, climate crisis and decarbonising heating). There is a supportive network of VIP academic leads and an operational VIP Team to assist with the establishment of VIP. For more information visit <https://teachinghub.bath.ac.uk/curriculum-development/vertically-integrated-projects/>

The Committee enquired as to how workload would be managed in interdisciplinary teams, e.g. in which Department would the unit sit. Professor Frost explained that the innovation and entrepreneurship unit would either sit in one department or be fed into from separate units in each department. It was suggested that the unit could rotate between departments in order to share workload.

3025 MINUTES OF PREVIOUS MEETING

The Committee approved the minutes of the previous Faculty Learning, Teaching and Quality Committee (FLTQC) meeting held on 3 March 2021 (Paper 81).

Dr Shardlow flagged that, further to minute 3010, communications had not yet been received from CLT clarifying responsibility for producing accessible materials for teaching and exams. The Chair agreed to follow up on this matter and report back to the Committee.

Chair

3026 MATTERS ARISING

The Committee considered a matters arising update paper (Paper 82) which reported the following:

M3010 CHAIR'S BUSINESS

The Committee noted that the Teaching Capture Policy considered by Senate on 21 April advises lectures to be recorded if a student with a DAP that recommends teaching capture is present. Alternatives to typical teaching capture (Panopto) may be arranged with the student and DoS such as:

- Only capturing presentation screens (PC/Visualiser) with audio.
- Recording the presentations slides with audio commentary.
- The normal capture process with the camera pointed away from presenter.

- Pre-recorded versions of lectures.
- Podcasts with notes.

There are also alternatives to Caption Ed, e.g. zoom captions or Blackboard Ally. There is a TDF project on captions in progress. The TEL project team working on captions is awaiting a new lead. Support can be requested from dai@bath.ac.uk.

In response to the Committee's concerns about Urkund not being fit-for-purpose for Science, e.g. for mathematical notation and chemical symbols, and not always detecting sections in students' work that have been cut and paste from unattributed sources, especially if the material has come from behind a paywall, TEL advised that:

- 'Explain your answer' type questions can be put through Urkund as can drawing software, for which students would require training.
- Possible solutions to work around Urkund might lie in authentic assessment design as a longer-term solution.

The Committee flagged an ongoing problem of assurance of academic integrity with online assessments for STEM subjects. While the Committee accepted that improvements may be achieved through assessment design this was only true to an extent and so did not provide a solution. The Chair reported that the matter was due to be discussed at RCPT to inform CLT's plan for next year.

3027 CHAIR'S BUSINESS

The Chair brought the following matters to the attention of the Committee:

- Promotion of Dr Jane White to Professor.
- Updates from Senate on 21 April 2021:
 - Lecture/Teaching Capture Policy ('opt in' system whereby staff choose to routinely record their lectures) approved.
 - Academic Framework approved; communications to follow by the end of the week.
- Curriculum Transformation timeframe: courses expected to be going forwards for 2023/24 and 2024/25.

The Committee noted that all departments planned for a 2023/24 launch, except for P&P who may wish to go early for 2022/23 (due to evolving changes to GPhC standards, government funding and new statutory education bodies) and Comp Sci PGT who may go later for 2024/25.

- Chancellor's Prize 2021 (£1,500) for best final year undergraduate student. Nominations close 30 April.
- NSS & PTES 2021 response rates: NSS opened on 8 February (response rate target 75%) and PTES opened on 1 March (response rate target 50%); both surveys will close on 30 April. The threshold for receiving results and data back for NSS is a minimum of 50% or 10 students, whichever is higher, in any constituency (department, course, demographic, mode of study etc.). The PTES threshold is a minimum of at least five students in any constituency.

Chair's action approval of:

- Special Programmes of Study / Assessment Arrangements (see Reserved business).

3028 STUDENT BUSINESS

The incoming UG student representative flagged the need for careful planning by departments to avoid bunching of assessment in interdisciplinary courses. The Chair recommended that the matter be discussed at the Nat Sci SSLC and that the Head of Nat Sci ensure that the actions arising are agreed and disseminated effectively across relevant departments.

3029 INCLUSIVE CURRICIULUM

The Committee considered this standing agenda item and noted the formation of a Faculty Decolonising Science Student Society. Mr Withington reported that from 2021/22 the Society will run events, invite speakers to promote research / academia outside the European area and help Departments see where decolonising the curriculum could take place.

3030 UNIT/PROGRAMME CHANGES

The Committee approved the following unit/programme changes from the following Departments for 2022/23:

Department of Biology and Biochemistry

https://cmis.sp.bath.ac.uk/SitePages/Requests_FLTQC.aspx?Dept=Biology%20and%20Biochemistry

- Addition of BB30063 to Semester 2 of Penultimate Year of MBiochem (Hons) Biochemistry as an optional unit.

Department of Mathematical Sciences

https://cmis.sp.bath.ac.uk/SitePages/Requests_FLTQC.aspx?Dept=Mathematical%20Sciences

- Withdrawal of MA30046.
- Changes to Year 3 of BSc (Hons) Mathematics, Statistics and Data Science: removal of some optional units and change of MA30086 from compulsory to optional (Paper 83).

Department of Pharmacy and Pharmacology

https://cmis.sp.bath.ac.uk/SitePages/Requests_FLTQC.aspx?Dept=Pharmacy%20and%20Pharmacology

Changes to the AP3T Primary Care programme (in CATS) (for 2021/22):

- Case for change (Paper 84).
- Amended Programme Specification (Paper 85).
- Withdrawal of PA500408 Managing Long Term Conditions 3.

Unit changes:

- PA500406 Managing Long Term Conditions 1
- PA500407 Managing Long Term Conditions 2
- PA500397 Compulsory OSCE.

New units (15 CATS versions of previous ECTS units):

- Professional Skills for Medicines Optimisation
- Evidence Based Pharmacy Practice
- Managing Polypharmacy and Multimorbidity
- Management of Minor Illness

3031 DEPARTMENT LEARNING, TEACHING AND QUALITY COMMITTEE (DLTQC) MINUTES

The Committee noted the minutes of the meetings held on:

Department of Biology and Biochemistry: 19 February 2021 (Paper 90).

Department of Chemistry: 30 March 2021 (Paper 91).

Department of Computer Science: 16 March 2021 (Paper 92).

Department of Mathematical Sciences: 24 February 2021 (Paper 93).

Natural Sciences: 17 March 2021 (Paper 94).

Department of Pharmacy and Pharmacology: 14 April 2021 (Paper 95).

Department of Physics: 16 February 2021 (Paper 96).

3032 ANY OTHER BUSINESS

There was none.



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3033 MINUTES OF PREVIOUS MEETING

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3034 MATTERS ARISING

The Committee considered a matters arising update paper (Paper 82) which reported the following:

M3017 NEW PROGRAMME PROPOSAL

BSc / MPhys (Hons) Physics with Theoretical Physics

The Committee noted that Professor Mark Fromhold, University of Nottingham, had been appointed as External Reviewer for the new programmes and had submitted his written report for consideration by CPAC on 12 May.

M3019 ANY OTHER BUSINESS

In response to the problems raised by the Committee about the Teaching Hub webpages, the Committee noted that the CLT plans to restructure the webpages to improve navigation. The CDO will update the Committee when there is a timeline for this. Tutors

can email Sue Watts sbw25@bath.ac.uk to subscribe to the fortnightly newsletter which gives links to material being created in response to current concerns. There should now be a link to the newsletter on the main page.

3035 STUDENT EXCHANGE RENEWALS

The Committee approved renewal of the student exchange arrangements between the **Faculty of Science** and:

- a) Stellenbosch University, South Africa.
- b) Purdue University, USA.

Secretary's note: Confirmation of support from the HoD of B&B and Comp Sci was received immediately following the meeting.

3036 FEEDBACK FROM COMMITTEES

Education, Quality and Standards Committee (EQSC)

The Committee noted the minutes of the meeting held on 19 January 2021 (Paper 88).

Courses and Partnerships Approval Committee (CPAC)

The Committee noted the minutes of the meeting held on 10 March 2021 (Paper 89).

3037 ANY OTHER BUSINESS

There was none.