



Meeting **FACULTY LEARNING, TEACHING AND QUALITY COMMITTEE**  
Place Microsoft Teams  
Date and Time Wednesday 16 March 2022 at 09:15

|               |  |   |
|---------------|--|---|
| Present       | Professor M V Hejmadi<br>Miss L Beaven<br>Dr J Benardis<br><br>Dr F Bisset<br>Dr Z Burke<br>Dr S Cayzer<br>Mr J Dean<br><br>Ms P Gabriel<br>Dr F R Laughton<br>Dr G Mathlin<br>Dr F Nemetz<br>Mr J Ogunyemi<br>Mrs N Schantz<br>Dr T Shardlow<br>Dr G Shermer<br>Dr C M Todd<br>Professor M Whittlesey | Associate Dean (Education) (Chair)<br>Centre for Learning and Teaching (CLT)<br>Department of Computer Science (CT Lead) (for minute 3100)<br><br>Head of Learning Partnerships (for minute 3108)<br>Department of Biology and Biochemistry (for minute 3106)<br>Department of Mechanical Engineering (for minute 3100)<br>Postgraduate Taught student representative (Department of Computer Science)<br><br>Programmes Manager (Operations)<br>Department of Physics (arrived at 10:15am)<br>Natural Sciences programmes<br>Department of Computer Science (left at 10:30am)<br>Undergraduate student representative (Natural Sciences)<br>Centre for Learning and Teaching (CLT) (for minute 3100)<br>Department of Mathematical Sciences (left at 10:15am)<br>Department of Chemistry<br>Department of Biology and Biochemistry<br>Department of Chemistry (CT Lead) (for minute 3100)zoe |
| In attendance | Mrs M L Hallett  | Faculty Assistant Registrar (Secretary)   |
| Apologies     | Miss M Crossman<br>Mr K Maharaj<br><br>Dr P J Rogers<br>Professor S Ward   | Students' Union (SU) Sabbatical Officer (Community)<br>Undergraduate student representative (Department of Computer Science)<br><br>Department of Pharmacy and Pharmacology<br>Associate Dean (International)   |

**Action**

**3100 THINKING AHEAD  
SUSTAINABILITY AND CLIMATE CHANGE EDUCATION:**

The Committee received a verbal presentation from Mrs Nicki Schantz (CLT) and Dr Steve Cayzer (Department of Mechanical Engineering).

The Chair explained that Dr Cayzer leads the education work stream as part of the Climate Action Framework (CAF) and Mrs Schantz is responsible for embedding sustainability as one of the key pillars of CT.

Dr Cayzer explained that the CAF has 11 principles which cover an institutional approach, one of which is learning and teaching, i.e. developing education initiatives to build a world-class reputation for high quality education on climate related issues with global reach and scale. This includes the climate literacy programme and induction run in the Autumn, a new MSc in zero carbon futures and pedagogically innovative teaching practices. Climate action is the response to climate change, which sits in the wider sphere of, and is interconnected with, sustainability. Sustainable Development Goals (SDG) provide a framework for

addressing climate action. A survey was conducted in Semester 1 which demonstrated widespread support across the University for embedding climate education, in line with the University's strategy 2021-26, the CAF and CT principles on sustainability. NSS feedback showed dissatisfaction with how sustainability is reflected in programmes. The population in general is concerned about climate change, and students even more so; the level of concern has increased significantly over the past 5 years. Students expect climate change and sustainability to be reflected in the curriculum. The aim is to co-create a road map and principles of climate embedded education with 'student climate leaders'. This will be achieved through:

- Engage – getting staff / students interested in the first place.
- Enable – through programme design and embedding the CAF in the operations of the University.
- Empower – ensuring students / staff have the knowledge, confidence and skills to take meaningful action.

Mrs Schantz explained that there are 3 angles for development:

1. Aligning course content with sustainability and climate change:

85% of courses already align to at least one SDG, with many mapping to more.

2. Skills: sustainability and climate change competencies:

Systems / futures / values / strategic thinking, interpersonal and integrated problem-solving.

3. Delivery: innovative pedagogies:

Case studies, interdisciplinary projects, living labs, VIPs (optional or assessed), Practice Track projects (alternative to a dissertation in which students work in teams on a short-term project with real impact, with an external partner), hybrid teaching (online and in-person can be more inclusive, lower carbon and use campus space more effectively), climate leaders. The Chair commented that Top Tips for Unit Convenors on climate action would be useful with regard to embedding sustainability and climate action in the curriculum in Phase 3 of CT.

### **3101 MINUTES OF PREVIOUS MEETING**

The Committee approved the minutes of the previous Faculty Learning, Teaching and Quality Committee (FLTQC) meeting held on 19 January 2022 (Paper 54).

### **3102 MATTERS ARISING M3092 UNIT/PROGRAMME CHANGES**

The Committee approved the proposal (Paper 54A) for inclusion of the new Vertically Integrated Project (VIP) unit in the Final Year of the BSc (Hons) Natural Sciences programmes from 2022/23. Dr Laughton explained that Nat Sci students majoring in all subjects, except Physics, would be offered the opportunity to take the 12-credit All Year VIP unit as a DoS approved unit. Nat Sci students majoring in Physics would be offered the opportunity to take the VIP unit as an alternative to the current Physics project units (of which students have a choice of three: standard project, industry team project or communicating physics project), subject to Dept approval. Dr Laughton added that it may become necessary to place a cap on the number of students taking the VIP unit. Dr Shermer commented that Chemistry may be supportive of BSc Nat Sci students majoring in Chemistry, to be offered the opportunity to take the VIP unit as an alternative to the standard Chemistry project unit.

*Secretary's note: Chemistry confirmed this to be the case, and the Paper was amended accordingly, and approved under FLTQC Chair's action, immediately following the meeting.*

### **3103 CHAIR'S BUSINESS**

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

- NSS 2022 opened on 7 February and PTES 2022 opened on 7 March; both will close on 30 April. The Faculty has incentivised departments with money for the highest response rate, which can be used by the department's students for anything they wish, e.g.

graduation / social. The Chair requested that the student representatives encourage their peers to complete the NSS and PTES.

- Update on new Life Sciences Department:  
Meetings have been scheduled next week to discuss the education and research vision / mission statements.
- Innovation and Entrepreneurship programmes and Data Science / Informatics programmes:  
The Faculty is exploring a) offering Innovation and Entrepreneurship as a specialist pathway within our undergraduate BSc programmes, to harness knowledge exchange and innovation taking place in departments and to give students some exposure to the skills sets and traits required and b) offering 'with Data Science / Informatics' programmes to meet increasing demand from industry for students who have expertise in / knowledge of running data science / informatics software within the core disciplines.
- 2022/23 assessments, feedback, delivery:  
EQSC and Education Board are currently considering future direction of travel regarding assessment (e.g. online vs on-campus invigilated exams next year) and improved mechanisms for providing feedback.

#### **Chair's action approval of:**

- Special Programmes of Study / Assessment Arrangements (see Reserved business).
- MPhys programme regulation to enable students to cash in their MPhys after Year 3 for a BSc with immediate effect (approved 15 October 2021) (Paper 55A).
- BSc (Hons) Mathematics, Statistics and Data Science (MSDS) programme regulation to enable students to change between the MSDS programme and the other Maths degrees (approved 12 March 2022) (Paper 55B).
- Minor assessment change for CM10195 for 2021/22 (approved 2 February 2022).
- Addition of MA30287 to BSc & MSci (Hons) Mathematics and Physics degrees (including placement and SYA variants) as an optional unit from 2022/23 (to replace previously withdrawn unit MA30046) (approved 14 March 2022).

## **3104 STUDENT BUSINESS**

- Students' Union student voice report 2021/22 (Paper 56):

Mr Dean explained that the report is designed to provide a central document of current issues. Key points include:

- i) NSS dissatisfaction with assessment and feedback.
- ii) 13 standpoints which summarise SU topics for focus.
- iii) Pastoral care (listening and signposting to professional support) training for Personal Tutors, to provide greater consistency.

- Reading (or 'consolidation') weeks (Paper 57):

Mr Dean explained that 81% of students that had a reading week felt it was beneficial, and the same proportion, that did not have a reading week, stated that they would have benefitted from having one. Students would use a reading week to take a break from university or to catch-up on work. The Department of Chemistry have indicated that it might be possible to ensure that no labs are scheduled during a reading week. The Department of Biology and Biochemistry have agreed to consider introducing reading weeks in CT courses from 2023/24.

Dr Todd commented that if a week is removed from a (national) framework which stipulates that each unit represents x amount of study/contact hours, it may become necessary to reduce the content of units or to do more work in a condensed timeframe and/or during vacations. Dr Mathlin explained that other institutions with which he is familiar manage this by having longer terms, i.e. starting Semester 1 a week or two earlier. Alternatively, the University could shift the reading weeks it currently has at the end of semesters into the middle, but this would mean teaching right up until the examinations start.

### 3105 INCLUSIVE CURRICIULUM

The Chair explained that the Decolonising Science Student Society have been working in partnership with a designated member of staff in each department to produce case studies, infographics and other resources to help staff decolonise the curriculum.

### 3106 NEW PROGRAMME PROPOSAL: MSc Biotechnology (with Healthcare Technologies / Sustainable Biotechnologies / Entrepreneurship)

The Committee considered for Stage 2 Full Approval a proposal for new MSc Biotechnology degrees, in the Department of Biology and Biochemistry. Dr Zoe Burke presented this item. Dr Burke explained that the proposal is for new MSc Biotechnology degrees to replace the current MSc Molecular Biosciences (Biotechnology) programme as part of a rebranding exercise. Since many of the units on the new courses are shared with current programmes, a small number of specialism-specific optional units will be offered within the Healthcare Technologies, Sustainable Biotechnologies and Entrepreneurship pathways.

The Committee considered the following documentation:

- Extract of BoS minutes (Paper 58A):

The Committee noted that APC was still in the process of completing virtual approval of the programmes. Dr Burke was also in the process of addressing APC comments received to date. The Committee noted that the Entrepreneurship pathway was to be launched in 2024/25 (a year later than the other two pathways) and the associated optional units had not yet been determined. The Committee therefore agreed to exclude this pathway from its deliberations at this stage.

- QA3.1 Resource Implications (Paper 58B).
- QA3.2 Programme Specification (Paper 58C).
- QA3.3 Market Information (Paper 58D).

#### New Unit Descriptions:

- Beer and Biofuels (Paper 58E). Dr Burke reported that this unit would be delivered solely by the Department of Biology and Biochemistry.
- Bioprocess and Water Engineering (Paper 58F). Dr Burke reported that this unit would be delivered jointly by the Departments of Biology and Biochemistry and Chemical Engineering.
- Biosensors (Paper 58G). Dr Burke reported that this unit would be delivered jointly by the Departments of Biology and Biochemistry and Electrical Engineering.
- Food Security and the Environment (Paper 58H). Dr Burke reported that this unit would be delivered solely by the Department of Biology and Biochemistry.
- Techniques for Drug Discovery (Paper 58I). Dr Burke reported that this unit would be delivered by the Department of Pharmacy and Pharmacology, with minor input from Biology and Biochemistry.
- Tissue Engineering (Paper 58J). Dr Burke reported that this unit would be delivered solely by the Department of Biology and Biochemistry.

The Committee agreed to recommend to CPAC for Stage 2 Full Approval, subject to APC Stage 1 approval, the proposal for new MSc Biotechnology with Healthcare Technologies / Sustainable Biotechnologies degrees, in the Department of Biology and Biochemistry, for commencement from 2023/24.

*Secretary's note: APC Stage 1 approval of MSc Biotechnology (Healthcare Technologies) and (Sustainable Biotechnologies) from 2023/24 and (with Entrepreneurship) from 2024/25 was confirmed on 23 March 2022. FLTQC Chair's action was taken to approve the MSc Biotechnology (with Entrepreneurship) pathway for commencement from 2024/25 on 23 March 2022.*

### 3107 ASSESSMENT AND FEEDBACK: VISION AND PILLARS OF ACTIVITY

The Committee considered a vision statement and 4 pillars of activity for implementation from 2022/23, to inform future assessment and feedback approach and principles (Paper 59). The Chair explained that the Paper sets out some broad principles for consideration, and provides flexibility for both online and on-campus invigilated exams next year, of which

the financial and logistical implications are outlined. The Committee agreed that it would be helpful if the Paper included an explicit statement about the University's intended future direction of travel with regard to online vs on-campus invigilated exams.

**3108 RENEWAL OF COLLABORATIVE ARRANGEMENT WITH BATH COLLEGE:  
INTERNATIONAL FOUNDATION YEAR (IFY)**

Following strategic approval by APC on 10 March, the Committee agreed to recommend to CPAC renewal of the collaborative arrangement from 1 September 2023 until 31 August 2026 (Paper 60).

**3109 FEEDBACK FROM COMMITTEES**

**Education, Quality and Standards Committee (EQSC)**

The Committee noted the minutes of the meeting held on 21 January 2022 (Paper 61).

**Courses and Partnerships Approval Committee (CPAC)**

The Committee noted the minutes of the meeting held on 25 January 2022 (Paper 62), in particular noting of Institute of Physics reaccreditation documentation, and approval of:

- MSc Computer Science major programme change to include a Postgraduate Certificate exit award with immediate effect (approved Chair's action 15 December 2021).
- New student exchange arrangement between the Department of Chemistry and the University of North Carolina Greensboro, USA.

**Education Board**

The Committee noted the minutes of the meeting held on 27 January 2022 (Paper 63).

**3110 DEPARTMENT LEARNING, TEACHING AND QUALITY COMMITTEE (DLTQC)  
MINUTES**

The Committee noted the minutes of the meetings held on:

**Department of Computer Science:** 2 December 2021 (Paper 64A) and 27 January 2022 (Paper 64B).

**Department of Pharmacy and Pharmacology:** 23 February 2022 (Paper 65).

**3111 ANY OTHER BUSINESS**

There was none.