



Meeting **FACULTY LEARNING, TEACHING AND QUALITY COMMITTEE**  
Place Microsoft Teams  
Date and Time Wednesday 27 April 2022 at 3:15pm

Present	Professor M V Hejmadi Miss L Beaven Dr Z Burke  Mr J Dean  Dr M De Vos  Ms P Gabriel Dr S Jones  Dr F R Laughton Dr M Lloyd  Dr K Mattacks Dr F Nemetz Mr J Ogunyemi Dr B Patil  Dr P J Rogers Dr T Shardlow Dr G Shermer Dr C M Todd	Associate Dean (Education) (Chair) Centre for Learning and Teaching (CLT) PGT DoS Department of Biology and Biochemistry (for minute 3115) Postgraduate Taught student representative (Department of Computer Science) PGT DoS Department of Computer Science (for minute 3115) Programmes Manager (Operations) PGT DoS Department of Pharmacy and Pharmacology (for minute 3115) Department of Physics PGT DoS Department of Pharmacy and Pharmacology (for minute 3115) Centre for Learning and Teaching (CLT) Department of Computer Science Undergraduate student representative (Natural Sciences) PGT DoS Department of Computer Science (for minute 3115) Department of Pharmacy and Pharmacology Department of Mathematical Sciences Department of Chemistry Department of Biology and Biochemistry
In attendance	Mrs M L Hallett	Faculty Assistant Registrar (Secretary)
Apologies	Dr F Bisset Miss M Crossman Dr G Mathlin Professor S Ward	Head of Learning Partnerships Students' Union (SU) Sabbatical Officer (Community) Natural Sciences programmes Associate Dean (International)

**Action**

**3115 THINKING AHEAD  
CURRICULUM TRANSFORMATION (CT) POSTGRADUATE TAUGHT (PGT)  
ASSESSMENT REGULATIONS:**

Dr Laughton provided an update on changes to PGT Individual Mitigating Circumstances (IMC) and rules for PGT exit awards (Paper 69).  
 Dr Laughton explained that the Academic Standards Working Group has proposed adaptations to the University's PGT assessment regulations (PGT-NFAAR), in light of CT (e.g. moving from multiples of 6 credits to multiples of 5), based on consultation, with effect from 2022/23 (engineering courses are transforming from 2022/23). Dr Laughton highlighted that the IMCA will be merged with PGT-NFAAR into a single document that is more concise. IMC requests will be permitted to be submitted and considered for the

dissertation for all PGT courses from 2022/23, e.g. where an extension is insufficient. All other IMC rules will remain the same. Generic (unnamed) exit awards will also be available (as they are currently for UG), e.g. for students who have failed to pass particular units required for a named exit award, or where a named exit award is not available.

The Committee noted the intention for the new regulations to allow (i) a check on progress of students in taught units in order to make stipulations regarding progress to the dissertation, and/or (ii) stipulation of a level of achievement in the dissertation alongside the Overall Programme Average in order to achieve a certain classification.

Dr De Vos commented that removal of (ii) may be popular with students, but it is important to consider practice in other universities. Dr Laughton confirmed that a 50% pass mark will apply with transfer over to the new regulations, i.e. with launch of the transformed courses, although it may be possible to move over to the new regulations pre-CT completion.

Dr Laughton reported that Professor J White is the Science rep on the Working Group so members may contact either Dr Laughton or Professor White at any point with comments / suggestions.

### **3116 MINUTES OF PREVIOUS MEETING**

The Committee approved the minutes of the previous Faculty Learning, Teaching and Quality Committee (FLTQC) meeting held on 16 March 2022 (Paper 70) and there were no matters arising.

### **3117 CHAIR'S BUSINESS**

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

- Chancellor's Prize 2022 (£1,500) for best final year undergraduate student. Nominations close 29 April.
- Senate update: paper on formal examinations 2022/23 and beyond (Paper 71), setting out broad principles.
- Faculty of Science Student Council annual report 2021/22 (Paper 71A). The Student Council comprises students from each department, who may not necessarily be student reps. A series of workshops were run throughout the year and the output is the report (this is the first year a formal report has been produced). The Committee noted that the students involved seem to be mainly Comp Sci PGT and Biosciences. The Chair commented that last year the Student Council was dominated by Chemistry. A call for new students to join will be circulated at the start of the next academic year.

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

- Special Programmes of Study / Assessment Arrangements (see Reserved business).
- MSc Biotechnology (with Entrepreneurship) pathway for commencement from 2024/25 (approved 23 March 2022) (Papers 72A-E).
- Minor assessment changes to AP3T units for 2021/22: PA500423 (retrospective), PA500407, PA500406, PA500425 and PA500424 (approved 25 March 2022).
- Computer Science programme changes for 2022/23 (approved 1 April 2022) (Paper 73).

### **3118 STUDENT BUSINESS**

Mr Ogunyemi highlighted that QA33, paragraph 4.3 states that "The Senior Tutor will review the Personal Tutorial System within the Department in order to enhance its effectiveness as a student support mechanism. This should include seeking staff and student feedback through appropriate channels such as SSLC and Departmental meetings. The Personal Tutorial System will be considered annually by the SSLC". The Committee agreed that this might be a timely reminder for SSLCs to, for example, include the Personal Tutorial System on their agenda at least once per year to ensure its annual consideration has been explicitly recorded.

Mr Ogunyemi enquired as to when departments planned to hold their next student CT consultation workshops. Dr Mattacks explained that each department had chosen a student voice mechanism to provide feedback on final drafts of units and assessments. Dr

Mattacks added that the Decolonising Science Student Society has been feeding directly into CT.

### **3119 INCLUSIVE CURRICIULUM**

The Chair reported formation of a new Science Inclusive Curriculum Group comprising staff involved in CT and 'department allies' to work alongside CT teams and the Decolonising Science Student Society to ensure inclusivity of curriculum, assessment and feedback. The first meeting is due to take place on 19 May.

### **3120 FEEDBACK FROM COMMITTEES**

#### **Education Board**

The Committee noted the minutes of the meeting held on 7 March 2022 (Paper 74).

#### **Academic Programmes Committee (APC)**

The Committee noted the minutes of the meeting held on 10 March 2022 (Paper 75), in particular approval of:

- Bath College as a collaborative partner for the sub-contracted provision of Level 2 Mathematics and English functional skills training for students on University Degree Apprenticeship programmes, specifically the MSc Computer Science Degree Apprenticeship (approved under Chair's action on 29 October 2021).
- Natural Sciences change from original Phase 1 plans (approved under Chair's action on 13 January 2022).

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

The Committee noted the minutes of the meeting held on 15 March 2022 (Paper 76).

### **3121 DEPARTMENT LEARNING, TEACHING AND QUALITY COMMITTEE (DLTQC) MINUTES**

The Committee noted the minutes of the meetings held on:

**Department of Chemistry** 8 March (Paper 77A) and 29 March (Paper 77B) 2022.

**Department of Mathematical Science:** 9 March 2022 (Paper 78).

**Department of Pharmacy and Pharmacology:** 8 April 2022 (Paper 79).

**Department of Physics:** 2 March 2022 (Paper 80).

### **3122 ANY OTHER BUSINESS**

- Dr Nemetz asked how departments are moderating and checking marks for online examinations. The Committee noted that Chemistry and Physics examiners annotate PDF examination scripts with marks, which the moderator then checks. In B&B and Comp Sci, examiners record marks in an Excel spreadsheet for checking by the moderator. P&P embed examination questions in Inspera to enable marking to be done in Inspera, rather than requiring students to submit a PDF. Inspera totals the marks, which the Department still checks, but there is less need for the checking to be done as systematically as it had been before.
- Dr Todd enquired as to the Education Board membership: [Education Board \(bath.ac.uk\)](http://bath.ac.uk)
- Dr Todd expressed disappointment that EduFest and Research Focus Week have been scheduled to coincide with Revision Week. The Chair stated that it was likely EduFest would be scheduled during a different week next year.