



Meeting **FACULTY LEARNING, TEACHING AND QUALITY COMMITTEE**
Place Microsoft Teams
Date and Time Wednesday 25 January 2023 at 14:15

Present	Professor M V Hejmadi Miss L Beaven Dr F Bisset Dr S Crennell Miss E Francmane Miss J Kildyushova Mrs S Paine Dr P J Rogers Dr T Shardlow Dr G Shermer Dr P Snow Dr C M Todd Professor S Ward Mr Z Zhao	Associate Dean (Education) (Chair) Curriculum Development Officer Head of Learning Partnerships (attended for minute 3166) Natural Sciences programmes Undergraduate student representative Students' Union Sabbatical Officer (Education) Programmes Manager (Operations) Department of Life Sciences (joined from 3pm) Department of Mathematical Sciences Department of Chemistry Department of Physics Department of Life Sciences Associate Dean (International) Postgraduate Taught representative
In attendance	Mrs M L Hallett	Faculty Assistant Registrar (Secretary)
Apologies	Dr F Nemetz Ms S Raina	Department of Computer Science Undergraduate student representative

Action

3162 MINUTES OF PREVIOUS MEETING

The Committee approved minutes of the meeting of the Faculty Learning, Teaching and Quality Committee held on 30 November 2022 (Paper 46), and there were no matters arising.

3163 CHAIR'S BUSINESS

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

- Proposed intermediate changes to the BSc / MSci Chemistry with Management CT courses (Paper 46A). The Committee approved the proposed changes. Dr Shermer agreed to ask the RSC to approve the changes in advance of April, when the changes will need to be communicated to prospective students, and to inform Registry and Admissions as soon as RSC approval has been secured.
- Curriculum Planner: a workshop is being held on 21 February to gather feedback from users to help improve the tool. The Chair asked members to post comments on Padlet in the chat.

Chair's actions:

The Committee noted that Chair's action had been taken to approve the following:

- Special Programmes of Study / Assessment Arrangements (see Reserved business).
- Continuation of online delivery of the GPhC accredited Independent Prescribing unit (approved 12 December 2022) (Paper 47).
- MA50215 assessment change for Semester 2 2022/23 (approved 10 January 2023) (Paper 48).

3164 UNIT/PROGRAMME CHANGES

The Committee approved the following unit / programme changes for 2023/24:

Department of Chemistry:

- XX30253 (Vertically Integrated Project) (12 credits, AY) to be made available to BSc (Hons) Natural Sciences students majoring in Environmental Science in their Final Year (including SYA and placement variants) as an alternative (compulsory) option to XX30177 Environmental Sciences Dissertation (12 credits, AY) (Papers 49A and B). The Committee noted that the VIP is already allowed for BSc (Hons) Natural Sciences students majoring in Physics or Chemistry.
- Suspension of units CH30227 (Paper 50A) and CH40227 (Paper 50B) for 2023/24 only. The member of staff who teaches these specialised final/penultimate year optional units is going on maternity leave and it is unlikely that anyone else in the Department can cover these units. There are no implications for Chemistry students as the units form part of a wide range of options, but it does have implications for Natural Sciences students (see below).
- For MSci (Hons) Natural Sciences students (including SYA and placement variants*): CH30227 to be replaced with CH30157 (both 3 credit, S2 units), and in 2024/25 CH40158 (equiv. of CH30157) to be replaced with CH40227 (both 3 credit, S2 units) (Papers 51A and B).
For BSc (Hons) Natural Sciences students (including SYA and placement variants*): CH30227 to be replaced with CH30157 or CH30220.
- Core Chemistry units in Years 1 and 2 (CH12002 and CH22008) to be made Designated Essential Units (DEUs) / Must Pass Units (MPUs) for:
BSc (Hons) Chemistry with Management (including SYA and placement variants*) (Papers 52A and B).
MSci (Hons) Chemistry with Management (including placement variant*) (Papers 53A and B).
BSc (Hons) Chemistry for Drug Discovery (including SYA and placement variants*) (Papers 54A and B).
MChem (Hons) Chemistry for Drug Discovery (including SYA and placement variants*) (Papers 55A and B).
BSc (Hons) Chemistry (including SYA and placement variants*) (Papers 56A and B).
MChem (Hons) Chemistry (including SYA and placement variants*) (Papers 57A and B).
The Committee noted that the draft CT assessment regulations permit students to condone up to 20 credits per year. The Department does not wish to permit students to condone core Chemistry units CH12002 and CH22008, which are 20 credits each, so is making them DEUs/MPUs.

*Not yet in Curriculum Planner.

3165 EDUCATION ANNUAL REVIEW AND ENHANCEMENT (EARE) REPORTS 2022/23

The Committee approved, for recommendation to EQSC, EARE reports 2022/23 for the following Departments:

Department of Life Sciences (Paper 58):

The Committee noted that the NSS scores are at or above the University and sector averages. The Committee also noted the workload implications associated with enhancement strategies, including seeking out efficiency gains in teaching across the newly merged Department's programmes.

Department of Chemistry: Natural Sciences (Paper 59):

The Committee noted that the Natural Sciences NSS scores tend to be 10-15% below the University average, possibly because Natural Sciences students experience good practice in some departments that is not replicated across all departments. It was recommended that the Department ensure that Natural Sciences students are briefed to expect variation between departments from the outset, given the differences between disciplines. Contributing departments should also ensure that Natural Sciences students are always

included in all communications, e.g. in emails informing students about possible delays in providing assessment feedback. The Committee noted that the Natural Sciences programmes had recently gained accreditation, the External Examiner comments had been positive and graduate outcomes and employability were strong.

The Committee noted that for NSS 2023, which opens on 6 February, the 'assessment and feedback' metric had been renamed 'marking and assessment', and that it was important to make clear to students, from the outset and at unit level, how they will be marked and assessed.

The Committee noted that the Chemistry EARE report would be approved under FLTQC Chair's action.

Department of Computer Science (Paper 60):

In the absence of a representative from the Department to present the report, the Chair requested that the Department identify any support or data that can be provided centrally to assist them, e.g. workshops on groupwork, or plagiarism.

Department of Mathematical Sciences (Paper 61):

The Committee noted that the Department had recently changed the programming language taught in Year 1 from MATLAB to Python which is better for employability (although it had caused some IT resourcing problems). New units have been introduced, e.g. Mathematics of Planet Earth in the Final Year which accords with the University's focus on climate change. There is a good tutorial and marking system through Years 1 and 2, e.g. students have access to small group teaching and weekly marked homework. The Department's NSS scores have been rising for a number of years, although 'assessment and feedback' scores remain lower than the sector. The SU had advised spending more effort talking to students after the exams about their individual exam performance, but this would be labour intensive, so discussions are ongoing about how to implement this, especially in the Final Year. The Committee noted that Abby Osborne, Assessment and Feedback Development Lead, may be able to assist the Department with this initiative.

Department of Physics (Paper 62):

The Committee noted that, compared to the University, the Department had seen a significant dip in the number of 1^{sts} and 2.1s, which had reflected negatively in NSS scores. The Department is reviewing how its assessment and workload expectations align with teaching, e.g. whether students are given sufficient example exam questions. The Department found it useful to have its attention drawn to consistent outlier OUE scores. While the 'feeling part of a learning community' question will no longer feature in the NSS, the Department has worked hard on this with the move to 8 West. Student reps (mostly Year 1 and 2) have expressed a desire for a reading week, but it is not easy to change the shape of the academic year, while maintaining contact hours / lab work as required by accrediting bodies. The Department plans to build non-teaching weeks into Year 1 of the CT courses for reflection, problem sheets, tutorials, etc. Miss Kildyushova reported that reading weeks are becoming more popular across the University; the Committee noted that reading weeks already exist in H&SS and SoM.

The Committee agreed that it was unhelpful for NSS scores to be given to .01% precision at department level. The Committee noted that a data insights group is being set up, and there is a data governance board, to provide analysis of data across a period of time, rather than a snapshot based on one year.

The Committee noted that the key themes emerging from the reports will be considered by EQSC in February to inform the development of wider initiatives to support departments in their planning and implementation processes.

3166 INTERNATIONAL FOUNDATION YEAR (IFY) DEGREE SCHEME REVIEW (DSR) PROGRAMME EVALUATION DOCUMENT (PED)

The Committee approved the IFY DSR PED (for the DSR on 24 February 2023), without appendices (Paper 63). The Committee noted that Dr Anthony Bush, Deputy Head of the Department for Health, will be chairing the DSR. Dr Bisset highlighted the inability of the University SU to allow IFY students to access SU clubs and societies because the IFY

programme is licenced (i.e. it is a University programme but Bath College students); a governance change is required to allow IFY students external fee-paying membership, as they have currently with the University Library and Sports Training Village.

3167 FEEDBACK FROM COMMITTEES

Student Experience Advisory Board (SEAB)

The Committee noted the minutes of the meeting held on 23 November 2022 (Paper 64).

3168 DEPARTMENT LEARNING, TEACHING AND QUALITY COMMITTEE (DLTQC) MINUTES

The Committee noted the minutes of the meetings held on:

Department of Life Sciences: 9 November 2022 (Paper 65A).

Department of Chemistry: 7 December 2022 (Paper 66).

Department of Mathematical Sciences: 7 December 2022 (Paper 67).

Dr Shardlow requested that the Department be permitted to trial paper-based OUEs with a view to improving response rates, which are very low. The Chair explained that the Department could administer a paper-based OUE system alongside the online system but that the online system could not be replaced in its entirety for the Department for 2022/23. The Chair agreed that the matter would be discussed further at a future DoT meeting, e.g. how paper-based results obtained could be inputted into the central system.

Department of Physics: 13 December 2022 (Paper 68).

3169 ANY OTHER BUSINESS

There was none.