

FLTQC 26 April 2023

Wednesday, 26th April 2023 1:15 pm

Teams | Faculty of Science Learning, Teaching and Quality Committee

Attendees

Attended

Liz Beaven

Florin Bisset

Andrew Burrows (Chair)

Ricardo Codinhoto

Susan Crennell

Georgina Eggleston

Marguerite Hallett (Secretary)

Lyn Hanning

Matthew Lloyd

Fabio Nemetz

Sarah Paine

Philip Rogers

Tony Shardlow

Paul Snow

Chris Todd

Tim Wakeley

Stephen Ward

Did Not Attend

Elizabete Francmane

Julia Kildyushova

Shehij Raina

Gan Shermer

Zidong Zhao

1.0 Welcome and Quorum (3190)

The Chair welcomed members, noted apologies and observed that the meeting was quorate. The Chair welcomed Dr Matthew Lloyd (CT Lead), Mrs Georgina Eggleston (Academic Registry representative), Dr Ricardo Codinhoto (CPAC member, E&D) and Dr Tim Wakeley (CPAC member, SoM) for agenda item 6 and Dr Lyn Hanning for agenda item 7.

2.0 Declaration of Interest (3191)

There were no declarations of any potential conflicts of interest.

3.0 Minutes of the Previous Meeting (3192)

The Committee approved the minutes of the meeting of the Faculty Learning, Teaching and Quality Committee held on 15 March 2023 (Paper 110).

4.0 Matters Arising (3193)

There were no matters arising from the previous minutes.

5.0 Chair's Business (3194)

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

- Update on progress against the objectives of the Education Strategic Implementation Plan (Paper 111):

The Chair explained that the Data Insights Group is looking at how we collect data from NSS and OUE. NSS is going through changes this year, e.g. the overall satisfaction question has been removed, and the way in which the results are reported will be different. OUE are being reviewed and will be replaced with better software.

- UCU Marking and Assessment boycott:

The UCU is asking staff not to take action until 2 May. As yet, little information is available on this, both in terms of action and effects. More information should be coming to HoDs and DoTs soon.

- Significant Moodle update this summer:

CLT are looking for volunteers to explore landing pages for courses. The Chair encouraged members to contact Joshua Lim, Faculty Learning Technologist, if interested.

- Edufest on 16 (in person) and 17 (online) May:

The Chair requested that members highlight to staff in their departments the session on the pedagogic research network.

- Deadline for OUE 4 May:

The latest SAMIS update meant that students had 5 less days to complete the OUE.

Consequently, CLT have offered to extend the deadline by 5 days. The Committee agreed that an extension was not required since the response rate was likely to remain low regardless.

Chair's actions:

- Approval of a request from the Department of Mathematical Sciences to delay Curriculum Transformation of its PGT programmes until 2025/26 (approved 30 March 2023) (Paper 112).
- Approval of the suspension of CH3/40162 for 2023/24 and the replacement of CH40162 with CH40219 for MSci Natural Sciences students studying Inorganic and Organic and with CH40039 or CH40237 for students studying Inorganic and Physical (approved 6 April 2023) (no paper).
- Approval of the withdrawal of PA50411 / SL50190 from 2023/24 (approved 18 April 2023) (Paper 113).

6.0 Curriculum Transformation Phase 2 & 3 (3195)

For the following documentation (and all reference information / guidance) visit: MSc Drug Discovery - All Documents (bath.ac.uk).

Dr Matthew Lloyd presented this item. The Committee thanked Dr Lloyd for the clarity and coherence of the documentation, in particular the clear rationale. Dr Lloyd explained that feedback from students via SSLC on the course last year had highlighted that the workload is heavier in Semester 2 than in Semester 1, students were keen to finish the biology and chemistry strands at the end of Semester 1, a request for greater parity in relative workloads between units and students wanted to retain the two optional units in Semester 2. Feedback from current students via SSLC on the course had been a request for greater focus on workshop teaching and less on lectures. All feedback received from students had been considered and incorporated into the new course.

The structure of the CT course is broadly similar to the current course; the main difference is that the foundational material in XX50227 Physiology, Pathology and Pharmacology (18 credits) and XX50228 Organic, Medicinal and Pharmaceutical Chemistry (18 credits) has been moved into 'Unit 1 Drug Discovery: From Target To Medicine' which has become a larger (25 credits) Must Pass Unit (MPU), compared to its pre-CT compulsory equivalent of 18 credits. Some other elements have been moved around within the course.

The MSc is a new course (started in 2018/19) so many of the principles of CT are already present in the current course. The assessment strategy has been updated to ensure it reflects the skills that graduates will need (for employment or PhD study) and make it more inclusive. The content has also been updated so that the course continues to meet the needs of learners. Staff and students will benefit from an overall reduction of 2 x 2 hours of examinations. The assessment strategy has been redesigned to remove the 'high risk' assessment in XX50225 Techniques for Drug Discovery (50% weighted in an 18 credit unit) and replace it with a portfolio, thereby alleviating pressure on both staff and students. This also makes it more equitable for non-native English speakers and others who may struggle with examination-based assessments. A portfolio allows students to show their best work and it aligns more closely with the skills required by graduates.

The External Examiner was supportive of the changes proposed. Their only comment was on the low amount of examinations as an assessment method. After due consideration, the Department decided that the portfolio in 'Unit 1' was a more effective way of assessing material at this level. The assessment strategy will be reviewed at the end of each academic year as part of ongoing QA for the course.

For 'Unit 1' the non-portfolio assessments run in the current course and support mechanisms are well developed. The portfolio assessment and feedback strategy in 'Unit 1' has been designed with CLT. A formative portfolio submission has been incorporated as the first assignment. For other units, student support mechanisms were designed into the current course, including several formative feedback opportunities.

Last year the PTES completion rate for the MSc was 70%. This year the completion rate is currently at 55% (this year's survey is still open). The majority of students either 'definitely agree' or 'mostly agree' with most of the questions. High workload has been raised as an issue. This will be addressed by the change in course structure which has allowed streamlining of content (removing duplication). Students will also be able to target foundational material, rather than having to learn everything. The other issue raised has been promptness of feedback. This will be addressed by the examination results being released at the end of Semester 1 for 'Units 3 and 4'.

The Committee considered for approval the following documentation for the Phase 2 & 3 course proposal for MSc Drug Discovery starting 2024/25, in the Department of Life Sciences:

- Form A Revisions to Phase 1 Plans.
- Form B Flexible Design Parameters exemptions:

The Committee agreed to recommend to CPAC approval of the request for exemption from the Academic Framework parameter that there should be no shared teaching between undergraduate and postgraduate taught courses.

- Form C Course Specification:

The Chair enquired about changes in optional units. Dr Lloyd explained that the options in the new course are already offered in the current MSc. The Chemistry (Synthesis of Medicinal Compounds and Research Topics in Natural Products) options will be bespoke to the MSc, but the Pharmacology options will be co-taught (via some common lectures) with the MPharmacol students, yet with differentiated small group teaching and assessment (and separate unit codes, partly due to the different credit weightings of the units). Dr Codinhoto suggested that greater clarity be provided as to how the PGT and UG assessments will differ. Dr Lloyd added that the Management options have been withdrawn due to timetabling constraints and PA50411 / SL50190 Towards Precision Medicine have been withdrawn from 2023/24.

The Chair enquired as to how many MSc students usually take the Management options. Dr Lloyd explained that, historically, it has been 1 or 2 students, and this year it has been 3, out of a cohort of 20.

Dr Wakeley enquired about the balance between semesters given the feedback from students that the workload is heavier in Semester 2 than in Semester 1. Dr Wakeley noted that, spread evenly, the balance in the new course was 32.5 credits in Semester 1 and 27.5 credits in Semester 2. Dr Lloyd explained that this would be managed through the scheduling within 'Unit 1'. 'Units 3 and 4' will run in Semester 1 and slightly more of the content of 'Unit 1' will run in Semester 2. This makes pedagogical sense in any case since in 'Unit 1' students will need to be taught the foundational biology and chemistry they require before they can progress to understand the drug discovery cases.

With regard to additional costs, Dr Codinhoto enquired as to whether students required a DBS. Dr Lloyd confirmed that they did not. Dr Codinhoto suggested promoting to students any provision available to students who cannot afford the additional costs.

Mrs Eggleston enquired about the two named PG Diploma awards (60 credits). Dr Lloyd explained that one PG Dip would comprise taught units only, to cater for students who wish to upskill their knowledge but work in the drug discovery industry already so do not wish to complete a project, and the other would include a mix of taught units and the 30 credit project, to cater for students who fail taught non-MPUs.

- Form D Oversight and design information and External Examiner report.
- Assessment map:

Dr Codinhoto noted that there are 26 summative assessments and 10 formative assessments and enquired as to whether the course is over-assessed. In particular, there are 5 credit units with 3 summative assessments. Dr Codinhoto suggested that 1 formative and 1 summative may be sufficient. Dr Codinhoto also suggested removing some duplicated assessment methods, e.g. presentations. Dr Codinhoto further suggested that assessment submissions could be spread out more to avoid students becoming overloaded.

Dr Lloyd explained that the timing of assessments is indicative; coursework submission deadlines can be moved around if needed. Dr Lloyd reported that at SSLC some students want simultaneous assessment deadlines whereas other want staggered deadlines.

With regard to the number of assessments, Dr Lloyd explained that some assessments are on the same topic, so are linked, e.g. in 'Unit 2' assessment task 4: literature review 2 and assessment task 5: research proposal. Dr Codinhoto highlighted the need to ensure that the assessment strategy is scalable, i.e. for staff if student numbers grow.

The Chair enquired as to the number of assessments in the current MSc. Dr Lloyd explained that the number of assessments in the current MSc is broadly similar to that of the new MSc. The main difference is that the examination in 'Unit 1' has been replaced with a portfolio, so there is a greater emphasis on coursework than on examinations. Dr Lloyd added that the majority of formative assessments have been scheduled at the beginning of the year to avoid students becoming over-burdened with formative.

Mrs Eggleston enquired as to what the portfolio comprised. Dr Lloyd explained that the portfolio would involve 1 formative assessment at the beginning and then students would select their best 5 pieces of coursework, each of which would be relatively short, from 6-7 pieces, to put into their portfolio.

- Form E Unit Information:

Dr Wakeley highlighted that in the unit synopsis of the Research Project unit, 'interpreting

findings' should be changed to 'interpret findings'.

Mrs Eggleston commented that some of the units had a large number of learning outcomes, some of which were duplicated across units.

- QA3.4 CILO mapping to units:

For CILO 6, Dr Wakeley suggested separating the part that focuses on the practical, using lab apparatus, designing and executing from the part that focuses on critically analysing and interpreting data.

Similarly, for CILO 1, Dr Codinhoto suggested separating 'apply appropriate techniques to solve challenges within the Drug Discovery pathway' from 'select, apply and critique the underpinning science of Drug Discovery'.

The Committee agreed to approve the Phase 2 & 3 documentation, subject to the action points above being addressed.

Secretary's note: Following the meeting the documentation was amended to address the action points above and approved under FLTQC Chair's action, supported by the Academic Registry representative and two CPAC members.

7.0 MPharm (Hons) Pharmacy at University of Plymouth (3196)

Dr Lyn Hanning presented this item. Dr Hanning explained that there has been a chronic shortage of pharmacists in the Southwest for many years. The Southwest is the largest NHS region by geography across England, but it only has one school of pharmacy, which is Bath. There are 30 other schools of pharmacy distributed around the rest of the UK. Dr Hanning reported that the Department has been working over the last 18 months with Health Education England (HEE) to try and find a solution to the chronic workforce shortage and to improve the pipeline. The Department spent a good proportion of last year trying to develop a costed business case, looking at an options appraisal. The Department reviewed working with other universities for delivery, but the preferred option, which was evaluated and reviewed by UEB, was a partnership approach to deliver the current Bath MPharm, which is very successful by a number of external metrics, on site at the University of Plymouth. If Plymouth started from scratch, it would take them several years to go through the accreditation process for a new school of pharmacy, but taking the Bath curriculum transformed MPharm, that was reaccredited by the GPhC in December 2022 and is due to start in Bath in October 2023, allows Plymouth to deliver from October 2024. Therefore, the Department worked with Plymouth to develop a full costed business case. The Department took the business case to HEE who agreed to fund it to the tune of approx. £8 million in total. 2.4 million will go direct to Plymouth for capital investment to upgrade facilities currently on the ground floor of Nancy Astor House, in the middle of the Plymouth city centre campus, next to Medicine and Dentistry, and design a bespoke pharmacy practise teaching facility. The rest of the money will go direct to Bath to be used over a contractual period of seven years to deliver staff and everything else that is associated with the programme. The costed business case was approved by UEB, and the funding and legal contract was signed between Bath and HEE and Plymouth and HEE.

The next phase of the work was to get the proposal through GPhC accreditation of the two universities delivering the MPharm in partnership. The proposal went through Step 1 accreditation at the end of February 2023, which is advisory only and allows the course to be advertised. The proposal will go through Step 2, which is a full accreditation on site, in the first week of October 2023.

A robust governance framework has been established to oversee the project. There is an Assurance Board, chaired by the regional Director of HEE, which is now called NHS England Education Training and Workforce Directorate. There is also a Project Board between Bath and Plymouth and a Stakeholder Board.

A Heads of Terms document is being developed, detailing exactly what will happen for each element of the partnership, including breakout and termination clauses, and what happens after the contract ends, which will form the basis for a legal agreement between the two institutions.

The complexities of some parts of the Heads of Terms and legal agreement are being worked out. There exist a number of work streams, one on student support and wellbeing, one on IT, and one on resources and library support. Work on timetabling is ongoing. The MPharm at Plymouth will be entered into UCAS next week.

The Committee considered the following documentation:

- Cover paper (Paper 114A):

The Chair noted that the facilities will be ready to use in mid-September 2024, which looks a little tight. Dr Hanning reported that there is a project team working on the capital build which includes members of the Estates and Facilities Teams from Plymouth, Dr Hanning, Dr Rogers and the Faculty Director of Technical Services; there is a very detailed project plan. It is expected that the facilities will be up and running ahead of schedule. There are also contingency plans in place; pharmacy is the only health profession Plymouth does not currently offer, so there are extensive clinical skills, simulation facilities and other lab facilities/space available for use if needed. Dr Rogers reported that the building works are due to be finished in June 2024 with loose furniture, fixtures and fittings, and equipment to be installed over the summer.

The Chair noted that 11 FTE staff will be employed (as Bath employees) to deliver the MPharm at Plymouth and enquired as to whether being able to recruit the right people was seen as a risk. Dr Hanning reported that HEE had agreed to some flex within the funding envelope for staff. Dr Hanning explained that there are sufficient clinical staff who can teach in the locality already but acknowledged that finding the diversity of expertise required could be challenging. Dr Hanning reported that the 11 FTE are no longer teaching only contracts; some posts will involve research elements. The Chair commented that such posts would be able to help supervise the research project in Year 4. Dr Hanning concurred and added that students can choose to do practise facing projects.

The Chair noted that details such as how to deal with student discipline for a Bath student based in Plymouth and/or involving Plymouth students would be included in the Heads of Terms. Dr Hanning reported that students will be studying Bath units so Bath processes will apply to any academic issues.

Dr Snow enquired as to whether the MPharm students / staff at Plymouth would feed into NSS, TEF and REF league tables. Dr Rogers explained that the students will be Bath students so will feed into NSS, either aggregated with the Bath MPharm data or reported separately.

- Appendix 1 Costed business case (including fees information) (Paper 114B).
- Appendix 2 QA20 Resources Visit Information (Paper 114C).
- Appendix 3 Signed letter of commitment from University of Plymouth (Paper 114D).
- Appendix 4 Bath MPharm Programme Specification 2023/24 entry (Paper 114E).
- Appendix 5 Confirmation report of Step 1 Approval from GPhC (Paper 114F).

The Committee agreed that the documentation provided assurance regarding the delivery of the partnership, including access to resources, staffing, overall management of the partnership, QA and regulations and how Bath quality and standards will be ensured at Plymouth.

The Committee agreed to recommend to CPAC Stage 2 Full Approval of the proposal to deliver the MPharm (Hons) Pharmacy degree at the University of Plymouth from 2024/25.

8.0 MSc Advanced Clinical Pharmacy Practice programme changes (3197)

Dr Philip Rogers presented this item.

The Committee considered the case for change (Paper 115A) and amended Programme Specification (Paper 115B).

The Committee noted that the changes were required in order to gain accreditation of the MSc Advanced Clinical Pharmacy Practice programme by NHS England [formerly Health Education England (HEE)]. In summary, the changes comprised:

- Removal of PA500356 Independent Prescribing (30 credits) as a compulsory unit (to be

required upon admission / transfer, or students can complete it before the programme as CPD instead). Dr Rogers explained that by 2025/26 Independent Prescribing will become part of a Year 5 post-graduation pre-registration requirement.

- Addition as compulsory units (currently optional on the programme): PA500394 Supporting Education and Training in Healthcare Contexts (15 credits) and PA500398 Leadership in Health (15 credits).
- The following units, which are currently semi-optional on the programme, also being made compulsory: PA500396 Research Methods Training & MSc Dissertation (60 credits) OR PA500403 Quality Improvement Project (15 credits) OR PA500393 Research Methods (15 credits).

The Committee noted that the unit codes in the Programme Specification would need to be updated to the SL equivalents for 2023/24 after FLTQC and CPAC approval (as members will no doubt find it helpful to review the units against the current unit catalogue which only shows the PA versions currently).

The Committee agreed to recommend for approval by CPAC, major changes to the MSc Advanced Clinical Pharmacy Practice programme, in the Department of Life Sciences, for 2023/24.

9.0 International Foundation Year (IFY) Degree Scheme Review (DSR) Action Plan (3198)

Dr Florin Bisset presented this item.

The Committee approved the DSR action plan (Paper 116A), in response to the DSR Panel report 24 February 2023 (Paper 116B), based on the Programme Evaluation Document (PED) (Paper 116C) (approved by FLTQC on 25 January 2023), for the IFY delivered by Bath College. The Committee agreed that an update on the action list may be provided in the next Programme Annual Monitoring Report (rather than a 6 monthly progress report). Dr Bisset highlighted the inability of the University SU to allow IFY students to access SU clubs and societies because the IFY programme is licensed (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. The Committee noted that Dr Bisset was pursuing this matter with the PVC (Student Experience).

10.0 General Pharmaceutical Council (GPhC) Reaccreditation (3199)

The Committee noted the GPhC reaccreditation report for the Independent Prescribing course from 2023/24 (Paper 117).

11.0 Feedback from Committees (3200)

Courses and Partnerships Approval Committee (CPAC):

The Committee noted the minutes of the meeting held on 8 March 2023 (Paper 118), in particular approval of RSC reaccreditation submission for the undergraduate programmes in the Department of Chemistry from 2023/24 (CT version) (approved under Chair's action on 13 February 2023).

Academic Programmes Committee (APC):

The Committee noted the minutes of the meeting held on 13 March 2023 (Paper 119), in

particular:

- Stage 1 Initial Approval of the proposal to deliver the MPharm (Hons) Pharmacy degree at the University of Plymouth from 2024/25.
- Withdrawal of MSc and Integrated PhD Molecular Biosciences (Biotechnology) from 2024/25, and suspension from 2023/24 (approved under Chair's action 19 July 2022).
- Major programme change to Integrated PhD Molecular Biosciences (Biotechnology) to include the recently approved MSc Biotechnology suite from 2023/24 (approved under Chair's action 19 July 2022).
- Introduction of placement variants for the MSc Molecular Biosciences and MSc Biotechnology suite of programmes from 2023/24 (approved under Chair's action 21 October 2022).

Education, Quality and Standards Committee (EQSC):

The Committee noted the minutes of the meetings held on:

- a) 9 February (Paper 120A), in particular approval of a Faculty of Science PGR Scholarship scheme (approved under Chair's action on 25 May 2022).
- b) 14 March 2023 (Paper 120B).

Education Advisory Board (EAB):

The Committee noted the minutes of the meeting held on 27 March 2023 (Paper 120C) (late paper).

Student Experience Advisory Board (SEAB):

The Committee noted the minutes of the meeting held on 17 April 2023 (Paper 120D) (late paper).

12.0 Department Learning, Teaching and Quality Committee (DLTQC) Minutes (3201)

The Committee noted the minutes of the meetings held on:

Department of Chemistry: 5 April 2023 (Paper 121).

Department of Life Sciences: 22 March 2023 (Paper 122).

Department of Mathematical Sciences: 1 March 2023 (Paper 123).

Department of Physics: 21 March 2023 (Paper 124).

13.0 Any Other Business (3202)

There was no other business.