

Meeting: LEARNING, TEACHING & QUALITY COMMITTEE

Date and Time: 25 September 2018 at 10.15 am

Place: CB 5.8

Present	<p>Eve Alcock Dr Steve Cayzer Dr Philip Cooper Dr Marianne Ellis</p> <p>Dr Alan Hayes Prof Andrew Heath Dr Momna Hejmadi Dr Richard Joiner Dr Richard Kamm Jack Kitchen Prof Peter Lambert (Chair) Dr Cassie Wilson</p> <p>Jiani Zhou</p>	<p>President, Students' Union Director of Studies, Department of Mechanical Engineering Associate Dean (Learning & Teaching), School of Management Associate Dean (Learning & Teaching), Faculty of Engineering & Design Associate Dean (Learning & Teaching), Faculty of Science Academic Director, Centre for Learning & Teaching Director of Studies, Department of Biology & Biochemistry Director of Learning & Teaching, Department of Psychology Director of Studies, School of Management Education Officer, Students' Union Pro-Vice-Chancellor (Learning & Teaching) Associate Dean (Learning & Teaching), Faculty of Humanities & Social Sciences Postgraduate Officer, Students' Union</p>
In attendance	<p>Dr Dawn Albertson</p> <p>Dr John Harris Imogen Le Patourel (Secretary)</p>	<p>Curriculum Development Manager, Centre for Learning & Teaching Director of Academic Registry Projects Officer, Academic Registry</p>
Observing	<p>Georgina Eggleston Jenny Medland-Kelly Dr Andy Pitchford Rachel Sheer Charlie Slack Rachel Summers</p>	<p>Assistant Director, Academic Registry Executive Officer, Vice-Chancellor's Office Head of Learning & Teaching, Centre for Learning & Teaching Assistant Director, Academic Registry Representation & Engagement Manager, Students' Union Assistant Registrar, Faculty of Engineering & Design</p>
Apologies	<p>Dr Christine Edmead</p>	<p>National Teaching Fellow, Department of Pharmacy & Pharmacology</p>

ACTION

1081. WELCOME

The Chair welcomed colleagues to the first meeting of the academic year. Introductions were made and apologies were received.

1082. MEMBERSHIP AND TERMS OF REFERENCE 2018/19

The Committee noted Paper ULTQC 18/19-01. The Chair welcomed the Students' Union (SU) officers and noted that the SU Postgraduate Officer was now a permanent member on ULTQC. The Chair also welcomed the School of

Management representatives for the meeting and congratulated Dr Philip Cooper on his appointment as Associate Dean (Learning & Teaching) in the School.

1083. TEACHING DEVELOPMENT FUND (TDF) 2018/19

The Committee considered a report on plans for the TDF in academic year 2018/19 (Paper ULTQC 18/19-07).

The Committee:

- i. noted the TDF budget for 2018/19.
- ii. approved the proposed process and priorities for allocating funds.

1084. UPDATES ON SECTOR DEVELOPMENTS IN HIGHER EDUCATION

The Committee noted the update on sector developments as provided in Paper ULTQC 18/19-09.

1085. ANY OTHER BUSINESS

There was no other business.

1086. DATES OF MEETINGS FOR 2018/19

The Committee noted that the next meeting of ULTQC would take place on Tuesday 6 November 2018.

Following consideration of FOIA and reserved business the meeting concluded at 12.10pm.

Chair.....Date.....