



Meeting: LEARNING, TEACHING & QUALITY COMMITTEE

Date and Time: 5 November 2019 at 10:15am

Place: Council Chamber, Wessex House

Present	Prof Peter Lambert	Pro-Vice-Chancellor (Learning & Teaching)
	(Chair)	
	Dr Philip Cooper	Associate Dean (Learning & Teaching), School of Management
	Prof Andrew Heath	Academic Director, Centre for Learning & Teaching
	Dr Nathalia Gjersoe	Associate Dean (Learning & Teaching), Faculty of Humanities & Social Science
	Dr Tim Ibell	Associate Dean (Learning & Teaching), Faculty of Engineering & Design
	Prof Matthew Jones	Director of Teaching, Department of Chemistry
	Dr Richard Kamm	Director of Teaching (PGT), School of Management (to item 5)
	Prof Momna Hejmadi	Associate Dean (Learning & Teaching), Faculty of Science (to item 6)
Ruqia Osman	Education Officer, Students' Union	
Dr Cassie Wilson	Vice-President (Student Experience)	
In attendance	Georgina Eggleston	Assistant Director, Academic Registry
	Dr John Harris	Director of Academic Registry
	Kate Norris	Head of Registry Services, Academic Registry
	Stephanie Rose (Secretary)	Projects Officer, Academic Registry
Apologies	Dr Steve Cayzer	Director of Studies, Department of Mechanical Engineering
	Dr Christine Edmead	National Teaching Fellow, Department of Pharmacy & Pharmacology
	Prof Richard Joiner	Director of Learning & Teaching, Department of Psychology
	Jiani Zhou	Postgraduate Officer, Students' Union
Charlie Slack	Head of Student Voice and Engagement, Students' Union	
Observing	Marguerite Hallett	Assistant Registrar, Faculty of Science
	Jenny Medland-Kelly	Executive Officer, Vice Chancellor's Office
	Dr Andy Pitchford	Head of Learning & Teaching, Centre for Learning & Teaching
	Kate Robinson	University Librarian, Library Team
	Drew Toynbee	Registry Services Officer, Academic Registry

ACTION

1247. WELCOME

The Chair welcomed colleagues, introductions were made, and apologies received. Congratulations were extended to the Associate Dean (Learning & Teaching) for the Faculty of Humanities and Social Sciences on her recent appointment.

The University Librarian attended the meeting as an observer for the Senate Effectiveness Review. She provided a brief overview of the review's purpose and timeline, and the Chair encouraged colleagues to participate.

1248. MINUTES OF PREVIOUS MEETING

The Committee considered and approved the minutes of the previous meeting held on 24 September 2019 (Paper ULTQC 19/20-18).

1249. NEW STUDENT COMPLAINTS POLICY, STUDENT DISCIPLINARY PROCEDURE AND DIGNITY AND RESPECT POLICY AND PROCEDURE

The Committee noted Paper ULTQC 19/20-27, outlining the development of new policies and procedures for student complaints, student disciplinary action, and dignity and respect. These had been implemented from the start of the 2019/20 academic year, and the Chair extended his thanks to all staff involved in development.

A review of the impact of the new policies and procedures would be undertaken during the 2019/20 academic year.

1250. UPDATES ON SECTOR DEVELOPMENTS IN HIGHER EDUCATION

The Committee noted the update on sector developments provided in Paper ULTQC 19/20-28.

1251. FACULTY/SCHOOL LEARNING, TEACHING & QUALITY COMMITTEES

The Committee received the minutes of the following Learning, Teaching & Quality committees:

- a) Engineering & Design – 5 June 2019 (Paper ULTQC 19/20-29a)
- b) Engineering & Design – 10 July 2019 (Paper ULTQC 19/20-29b)
- c) Engineering & Design – 25 September 2019 (Paper ULTQC 19/20-29c)
- d) Humanities & Social Sciences – 16 October 2019 (Paper ULTQC 19/20- 29d)
- e) School of Management – 19 June 2019 (Paper ULTQC 19/20-29e)
- f) School of Management – 16 October 2019 (Paper ULTQC 19/20-29f)
- g) Science – 23 October 2019 (Paper ULTQC 19/20-29g)

1252. UNIVERSITY DOCTORAL STUDIES COMMITTEE

The Committee received the unconfirmed minutes of the meeting held on 12 September 2019 (Paper ULTQC 18/19-30).

1253. DATES OF NEXT MEETINGS

The Committee noted that meetings for ULTQC in 2019/20 would take place on 14 January 2020, 17 March 2020, 19 May 2020 and 30 June 2020.

Following consideration of FOIA and reserved business the meeting concluded at 12.15pm.

Chair.....*Peter Gumber*.....Date.....*14/1/20*.....