

SEN15D013

Title: Learning and Teaching Committee
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Issue

This is a round up report to members of Senate for information on activities of the Learning and Teaching Committee covering the meeting held on 24 June 2015

Recommendation

None

Resource Implications

None

Risk Implications

None

Equality and Diversity

None

Further Information

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Background

N/A

Discussion

The report is for information only and no discussion is anticipated.

Attachments

Summary report is below.

Report of the Meeting of the Learning and Teaching Committees of Senate on 24 June 2015

The following items were considered by the Learning and Teaching Committee of Senate on **24 June 2015** and are presented here for the Senate's information.

For all documents referred within this report, please refer to LTC agenda at:

<https://portal.uea.ac.uk/committee-office/uea-committees-and-boards/learning-and-teaching-committee/learning-and-teaching-committee-2015-2016>

1. CONFIRMATION OF CHAIR'S ACTION

- 1.1 Chair's action was taken to approve a number of new prizes, bursaries and scholarships and amendments to existing prizes bursaries and scholarships, LTC14D214 refers.
- 1.2 Chair's action was also taken to approve of a BA Geography, BA Geography with a Year in Industry, BSc Geography with a Year in Industry and BA Mathematics with a Year in Industry.

2. 2015 STUDENT EXPERIENCE SURVEY

The Committee received a report from the University's Market Research Manager giving an overview of the key issues arising from the survey and noted that responses were mainly very positive. A number of issues that the University would address including coursework turnaround times, quality and volume of feedback, reviewing induction activities and reviewing and adjusting teaching methods to increase interactivity were items on the Committee's agenda, LTC14D215 refers.

3. COURSEWORK TURNAROUND DATA AND NEXT STEPS

- 3.1 Members were informed that the Academic Director of Taught Programmes (ADTP) and the Academic Director of Learning and Teaching Enhancement (ADLTE) would be working with Schools which have the greatest problems with turnaround times using a template of questions. The template was an aid for Schools to produce an action plan and these would be considered by Senate, LTC14D216 refers.
- 3.2 Members approved the proposed template for School reports to Senate and PVC meetings on coursework turnaround times. It was also agreed that module assessment patterns could be changed for 2015/16 if this was necessary to deliver the University's 20 day turnaround commitment. All changes must be made by the beginning of the autumn semester at the latest.

4. SELF CERTIFICATION: EXTENSIONS TO SUBMISSION DEADLINES

The Committee resolved that a working group would be established to explore the benefits and potential disadvantages of self-certification in terms of academic probity and rigour; the wider impact on student support and student experience, student preference and the associated costs/efficiency gains. It was agreed that current regulations relating to self-certification for extensions to submission deadlines should remain in place until the group had considered the matter fully and reported back to LTC, LTC14D217 refers.

5. CONSIDERATION OF MARKS FOR PERIODS OF STUDY ABROAD

- 5.1 The Committee agreed proposals to change the regulations relating to the assessment of undergraduate and integrated master's courses with a semester or year abroad, LTC14D218 refers. Members agreed that further consultation should be undertaken on Integrated Masters courses with a year abroad, the three year Computing Studies with a Year Abroad and other matters relating to good practice in operating study abroad as outlined in the proposal document. The outcome of the consultation would be considered further at a future meeting of LTC.
- 5.2 It was also agreed that no change would be made to the current regulation that the year abroad study for four year Bachelors degree is pass/fail and does not count towards the classification towards a degree.

6. ONLINE LEARNING STRATEGY

Members considered recent developments in on-line learning and endorsed the developing on-line strategy and criteria to evaluate new on-line proposals. An approval process for new on-line courses, MOOCs, on-line modules and non-credit bearing short courses was also endorsed, LTC14D219 refers.

7. SEMESTER DATES AND THE SHAPE OF THE ACADEMIC YEAR

The Committee approved a number of recommendations relating to the shape of the academic year and semester dates from 2016/17 onwards, LTCD220 refers.

Members agreed that further consideration was required on the use of Week 7 and 14 and on the proposal that courses with no examinations extend their timetabled contact delivery into the assessment period.

8. REVISITING THE RATIONALE FOR READING WEEKS

The Committee agreed a number of proposals for the use and timing of reading weeks, LTC14D221 refers.

9. SPRING AND SUMMER SUBMISSION DEADLINES ON TAUGHT PROGRAMMES

The Committee made a number of decisions with regard to the use of January submission deadlines for autumn semester modules, and the use of deadlines that fall within the examination period for spring semester modules, LTC14D222 refers. The decisions included the requirement for Schools intending to set deadlines in January or in the examination period to consult students via SSLCs. FLTQCs were charged with monitoring the impact of these submission deadlines in future.

10. ACADEMIC STUDENT INDUCTION AND TRANSITIONS

LTC approved recommendations from the Academic Student Induction Working Group with some minor revisions, LTC14D223 refers. It also agreed that the Academic Induction/Transition Liaison Group would take forward a number of the recommendations and would focus on sharing good practice across the University and would report to both the Student Experience Committee and LTC.

11. REVIEW OF THE STUDENT REPRESENTATION AND STAFF STUDENT LIAISON CODE OF PRACTICE WORKING GROUP

The Committee endorsed a number of the recommendations in the final report of the Working Group set up to review the Student Representation and Staff Student Liaison Code of Practice, LTC14D224 refers. It was agreed that consideration of the Code of Practice would be a standing item on the Student Experience Committee agenda.

12. NEW AWARDS AND NEW COURSE PROPOSALS

The Committee approved the awards of MSc Physician Associate Studies LTC14D225 refers and MSc Adult Nursing, LTC14D226 refers.

13. COUNTING YEAR ONE TOWARDS DEGREE CLASSIFICATION

The Committee approved a recommendation that the University should not count semester two of year one and should maintain the existing weightings for Bachelors and Integrated Masters programmes, LTC14D222 refers.

14. TAUGHT POSTGRADUATE REGULATIONS

LTC approved a number of proposed amendments to the Common Masters Framework regulations for 2016/17 and proposals to develop a New Academic Model for taught postgraduate programmes, LTC14D228 refers.

15. EVALUATION OF THE 2015 LEARNING AND TEACHING DAY
Members considered an evaluation of the 2015 Learning and Teaching Day held on 7 May 2015 and endorsed the recommendations outlined in the report, LTC14D230 refers.
16. EXCELLENCE IN TEACHING AWARDS
The Committee endorsed the recommendations contained in a review of the Excellence in Teaching Award scheme and recommendations as to its future, LTC14D231 refers.
17. QAA QUALITY CODE
The Committee approved an annual report from QAA Quality Code Chapter Champions, LTC14D232 refers.
18. APPROVAL OF SCHOLARSHIPS, BURSARIES AND PRIZES
Members approved proposals to streamline the approval of scholarships, bursaries and prizes, LTC14D233 refers.
19. UPDATE ON PARTNERSHIP WITH THE INSTITUTE OF HEALTH AND SOCIAL CARE STUDIES
The Committee approved a confidential update on the partnership with the Institute of Health and Social Care Studies, LTC14234 refers.
20. MOUNTVIEW ACADEMY OF THEATRE ARTS: APPROVAL OF POLICIES AND PROCEDURES FOR 2015/16
LTC approved proposed changes to regulations, policies and procedures for implementation from the 2015/16 academic year, LTC14D235 refers.
21. ROYAL MARSDEN SCHOOL: APPROVAL OF POLICIES AND PROCEDURES FOR 2015/16
The Committee approved the regulations, policies and procedures that will be implemented for the UEA validated provision at the Royal Marsden School from September 2015, LTC14D236 refers.
22. LTC REVIEW OF THE ADVISING SYSTEM
The Committee approved the revised Advising Policy for undergraduate and postgraduate students from 2015/16, LTC14D237 refers.
23. REVISIONS TO THE UNIVERSITY'S POLICY STATEMENT AND GUIDELINES ON BULLYING, HARASSMENT AND ABUSE, ASSAULT AND STALKING AND THE USE OF SOCIAL MEDIA AND PROCEDURES FOR DEALING WITH HARASSMENT
The Committee approved proposed changes to the University's Policy and Guidelines on bullying, harassment and abuse, assault and stalking and the use of social media and procedures for dealing with harassment, LTC14D238 refers.
24. EQUALITY OF OPPORTUNITY FOR STUDENTS: ANNUAL REPORT FROM THE UNIVERSITY'S HEAD OF EQUALITY AND DIVERSITY
Members received a report from the University's Head of Equality and Diversity on equality of opportunity for students, LTC14D256 refers.