

LTC15D054

Title: *Report from the Academic Director of Taught Programmes*
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Issue

An update from the Academic Director for Taught Programmes on issues discussed at Taught Programmes Policy Group (TPPG).

Recommendation

There are no recommendations contained in the ADTP's report to LTC. The information contained in the report is provided to ensure LTC members are aware of issues which have been considered by TPPG.

Resource Implications

There are no resource implications contained in the ADTP's report to LTC.

Risk Implications

There are no risk implications that apply with regard to the ADTP's report to LTC.

Equality and Diversity

There are no equality or diversity implications with regard to the ADTP's report to LTC.

Timing of decisions

No decisions are required by LTC at this stage.

Further Information

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Background

The ADTP uses this regular report to keep LTC members informed with regard to key policy or regulatory issues discussed by TPPG. Any items which require decisions by LTC are normally reported as separate LTC agenda items/reports.

Report from the Academic Director for Taught Programmes (ADTP) on behalf of the Taught Programmes Policy Group (TPPG)

The first meeting of TPPG in 2015/16 was on Tuesday 6 October 2015. The second took place on Wed 18 Nov 2015.

1) TPPG Plan of Work

The ADTP provides a revised 'Plan of Work' for TPPG for the current academic year. There were some adjustments required to this in order to spread the 'load' more equitably over the year. **See Appendix 1.**

2) Online Adviser Training Module

This is now live. Demonstrated to Senior Advisers on Friday 13 November.

3) Re-mark Request Policy

This was subject of discussion at TPPG at its last meeting on 18 Nov 2015. A small working group produced a set of revised regulations. There were some minor suggested amendments to the policy. These have been considered by the ADTP and have informed the revised regulations. The revised regulations have been submitted to LTC for consideration as a separate agenda item in Section A of the LTC Papers.

4) Student participation in module evaluation

At its last meeting on 18 Nov 2015 TPPG considered data on student evaluation participation rates. These discussions have been taken into consideration by the ADTP and have informed a revised report to LTC. The revised paper is a separate agenda item in Section A of the LTC Papers.

5) MED Reflective Report on 'Fit to Sit'

It was the intention of the ADTP that the School of Medicine would provide TPPG with a reflective report on the 'pilot' of Fit to Sit policy agreed and approved by LTC in 2014. Unfortunately this was received too late to be considered by TPPG, and the ADTP has recommended that it come straight to Dec LTC. The revised paper is a separate agenda item in Section A of the LTC Papers.

6) Use of the 2 weeks gained from reducing the Assessment Period to 4 Weeks

TPPG considered a paper from the ADTP on 18 Nov 2015. The revised paper is a separate agenda item in Section A of the LTC Papers.

7) Future meetings of TPPG

Subsequent meetings of TPPG will take place as follows:

- Thursday 14th February 2016 (14:00-16:00)
- Wednesday 13th April 2016 (14:00-16:00)
- Thursday 2nd June 2016 (14:00-16:00)

Appendix 1

TPPG Plan of Work

AL= Adam Longcroft CS= Caroline Sauverin LW= Lyne Ward HG= Helena Gillespie RH= Richard Holland GP= Gill Price CB= Cath Butcher

Meeting Date	Detail	Meeting	Leadership
18th November 2015	Teaching Excellence Metrics - some initial proposals	NOV	HG
	Remark Requests - propopsals for revised policy	NOV	AL, CR, MN
	Reflective report on NAM (BIM) taking into account 'real' progression and achievement stats (Delayed until Jan 2016)	NOV	AL + CS
	Reflective Report on FtS policy from MED (RH)	NOV	RH
	Module evaluation - participation rates - reviewing rates in 14/15 and identifying strategies for improving rates in 15/16	NOV	AL
	Maximising the effective use of the 2 weeks gained from restructuring of the academic year + the timing of reassessment.	NOV	AL + CS
	Feedback from Faculties on the revised guidance on transitions and induction	NOV	Assoc Deans
14th January 2016	Starred First Criteria	JAN	AL/CS
	Analysis of students referred to reassessment + reassessment outcomes	JAN	AL/JS
	Paper exploring the options for electronic exams/course tests	JAN	HG
	Paper in social media use for teaching and learning	JAN	HG
	Review of the policy on use of proof readers.	JAN	AL
	Planning for 'Pilot' of Individualised Feedback on Exams in 2016/17 (Early draft)	JAN	AL
	Module evaluation - design of a standard evaluation tmeplate	JAN	AL
	Paper on the creation and use of OER's in teaching and learning	APR	HG

13th April 2016	Reviewing the actual reductions in number of Exams and CT's in 14/15 and 15/16 and identifying scope for further reductions to achieve a 4 week exam period in 16/17	APR	AL + CS
	Policy on groupwork	APR	AL
	Policy on marks for engagement	APR	AL
	Report from the PGT working group	APR	AL + BF
	Reflective Review of Generic Feedback on Exams	APR	Assoc Deans
	Recording of Lectures	APR	HG
2nd June 2016	Reflective Report on batch screening using SafeSign in MED (Gill Price)	JUN	GP + CB
	Promoting a more open 'market' for Defined Choice Modules	JUN	AL
	Mid Module evaluation	JUN	AL
	Policy on co-teaching	JUN	AL + CS
	Planning for 'Pilot' of Individualised Feedback on Exams in 2016/17 (Final proposals)	JUN	AL
	Review of feedback on online Advising Training Module	JUN	AL