

LEARNING AND TEACHING COMMITTEE



There will be a meeting of the Learning and Teaching Committee at 2pm on Wednesday 2 December 2015 in Committee Room 2, The Council House.

There will be refreshments available outside the room from 1.45pm.

Michele Pavey
Learning & Teaching Manager
25 November 2015

AGENDA

1. BUSINESS OF THE AGENDA

Items in Section A are for discussion and action by the Committee. Items in Section B contain routine recommendations which will be deemed to have been approved at the meeting unless members of the Committee ask for them to be discussed. Items in Section C are for information only. Any member of the Committee may ask for an item from Section B or Section C to be moved to Section A by contacting the Secretary before 5pm on Monday 30 November 2015. Reserved items appear in Section D.

These Items can be found on the Committee's Blackboard site.

- Go to the UEA Portal site (<https://portal.uea.ac.uk/>) and log in
- Click on the Learn tab
- Then find the Learning and Teaching Committee Blackboard site listed under My Organisations and look at the Meeting Papers folder for the relevant meeting.

The open items can also be found online at the Committee Office website at (<https://portal.uea.ac.uk/committee-office/uea-committees-and-boards/learning-and-teaching-committee/learning-and-teaching-committee-2015-2016>)

2. MINUTES

To confirm
the Minutes of the meeting held on 21 October 2015 (Enclosed)

3. STATEMENTS BY THE CHAIR

- Comprehensive Spending Review
- Government HE Green Paper
- Higher Education Review outcome
- Grade Point Averages (GPA)

4. CONFIRMATION OF CHAIR'S ACTION

To confirm
confirmation of Chairs' action

-approval of the Practice Certificate in Independent Prescribing for Pharmacists

SECTION A: ITEMS FOR DISCUSSION AND ACTION

Please look under 1. Business of the Agenda for details of how to view these documents.

*A1. ANALYSIS OF THE POSTGRADUATE STUDENT EXPERIENCE SURVEY (PTES) 2015

To consider

a confidential overview of the 2015 PTES survey. LTC15D041 (Divider A)

*A2. GOOD HONOURS STATISTICS

To consider

a confidential report from the Business Intelligence Unit on Good Honours Statistics
LTC15D042 (Divider B)

*A3. REVIEW OF THE OPERATION OF THE 'FIT TO SIT' POLICY

To consider

the confidential outcome of a review of the Fit to Sit policy operating in MED.
LTC15D043 (Divider C)

*A4. UEA PLAN 2016-20

To consider

feedback from LTC members on the UEA Plan as part of the consultation process
LTC15D044 (Divider D) (Confidential document)

*A5. REVIEW OF THE UEA LEARNING AND TEACHING STRATEGY IMPLEMENTATION PLAN

To consider

an update on the implementation Plan associated with the University's Learning and Teaching Strategy 2014-19. LTC15D045 (Divider E)

A6. PEER OBSERVATION

To consider

reports on the operation of Peer Observation in Faculties in 2014/15

- i) SCI – LTC15D046 (Divider F)
- ii) FMH - LTC15D047 (Divider G)

A7. REVIEW OF THE NEW ACADEMIC MODEL (BACHELORS AND INTEGRATED MASTERS)

To consider

a reflective report on the outcomes and outputs following the introduction of the undergraduate New Academic Model. LTC15D048 (Divider H)

LTC15A002

A8. FUNCTION OF WEEKS 7 AND 14 OF THE SPRING SEMESTER

To consider

the use of Weeks 7 and 14 of the spring semester in the context of the New Academic Model. LTC15D049 (Divider I)

A9. STUDENT PARTICIPATION IN ONLINE MODULE EVALUATION

To consider

student participation rates in online module evaluation and strategies for enhancing participation rates in future. LTC15D050 (Divider J)

*A10. COURSEWORK TURNAROUND: A SNAPSHOT REPORT ON TURNAROUND TIMES

To consider

a confidential update on coursework turnaround times in the autumn semester. LTC15D051 (Divider K)

A11. RE-MARKING REQUESTS: PROPOSALS FOR A REVISED POLICY

To consider

proposed revisions to the policy relating to requests from students for work to be re-marked. LTC15D052 (Divider L)

A12. 2014/2015 CSED ANNUAL REPORT

To consider

the 2014/15 CSED Annual Report. LTC15D053 (Divider M)

A13. TAUGHT PROGRAMMES POLICY GROUP

To consider

a report from TPPG. LTC15D054 (Divider N)

A14. REPORT FROM THE ACADEMIC DIRECTOR OF LEARNING AND TEACHING ENHANCEMENT

To consider

an update from the Academic Director of Learning Enhancement. LTC15D055 (Divider O)

A15. UPDATE ON ONLINE READING LISTS PROJECT: READING ONLINE

To consider

an update and recommendations relating to the Online Reading Lists project. LTC15D056 (Divider P)

A16. NEW AWARDS AND COURSE PROPOSALS

To consider
approval of the following new course proposal:
MPhys/BSc Physics. LTC15D057 (Divider Q)

SECTION B:

ITEMS WHICH CONTAIN RECOMMENDATIONS BUT WHERE NO DEBATE IS ANTICIPATED

Items in Section B contain recommendations which will be deemed to have been approved at the meeting unless members of the Committee ask for them to be discussed. Any member of the Committee may ask for an item from Section B to be moved to Section A by contacting the Secretary before 5pm on Monday 30 November 2015.

Please look under 1. Business of the Agenda for details of how to view these documents.

B1. REVIEW OF THE REVISED ATTENDANCE MONITORING PROCESS

To consider
a review of the revised attendance monitoring process and proposals for future developments. LTC15D058

B2. PROCEDURES FOR DEALING WITH ALLEGATIONS OF MISCONDUCT IN RESEARCH

To consider
minor amendments to the procedures for dealing with allegations of misconduct in research. LTC15D059

B3. REPORT ON ACADEMIC APPEALS, COMPLAINTS, OIA AND SENATE STUDENT DISCIPLINARY COMMITTEE CASES IN 2014/15

To consider
a review of academic appeals, complaints, OIA and Senate Student Disciplinary Committee cases. LTC15D060

B4. F1 DOCTOR APPEAL PANEL REGULATIONS

To consider
proposed regulations for F1 doctor appeal panels. LTC15D061

*B5. REPORT ON THE NUMBER OF STAFF WITH HIGHER EDUCATION ACADEMY PROFESSIONAL STANDARDS FRAMEWORK RECOGNITION

To consider
a confidential report on the number of staff with recognition by the HEA under the Professional Standards Framework and recommendations for enhancing these numbers. LTC15D062

SECTION C: ITEMS FOR REPORT

Items in Section C are for information only. Any member of the Committee may ask for an item from Section C to be moved to Section A by contacting the Secretary before 5pm on Monday 30 November 2015.

Please look under 1. Business of the Agenda for details of how to view these documents.

C1. PARTNERSHIPS

To receive
an update from the Partnerships Office. LTC15D063

C2. REPORT OF THE WORKING GROUP ON STUDENT SELF CERTIFICATION

To receive
a report on the working group set up to consider the current system of student self certification. LTC15D064

C3. OFFICE OF THE INDEPENDENT ADJUDICATOR (OIA)

To receive
2014 OIA Annual letters.
<http://oiahe.org.uk/news-and-publications/annual-letters/annual-letters-2014.aspx>

C4. QAA

To receive

- i. CL/15/15 Characteristics Statement: Qualifications involving more than one degree awarding body. LTC15D065
- ii. CL 16/15 Publication of two revised subject benchmark statements: Biosciences and Biomedical Sciences. LTC15D066

C5. FACULTY RESPONSES TO EXTERNAL EXAMINER REPORTS

To receive
SSF School responses to undergraduate and postgraduate External Examiner Reports:

- i. 2012/13 – LTC15D067
- ii. 2013/14 – LTC15D068

C6. NEW COURSE PROPOSALS AND COURSE CLOSURES

To receive
a report on minor course changes for the following course:

- i. Pre-registration MSc Physiotherapy and Occupational Therapy. LTC15069
- ii. BSc Biochemistry, BSc Biochemistry with a Year in Industry, MSci Biochemistry, MSci Biochemistry with a Year Abroad. LTC15D070

C7. FACULTY LEARNING, TEACHING AND QUALITY COMMITTEES

To receive

minutes of the meeting of the Faculty Learning, Teaching and Quality Committees

- i. FMH LTQC 30 September 2015. LTC15D071
- ii. SCI LTQC 29 April 2015, 1 July 2015, 23 September 2015. LTC15D072

C8. SCHOLARSHIPS, BURSARIES AND PRIZES

To consider

a report of scholarships, bursaries and prizes approved since the last meeting of the LTC. LTC15D073

SECTION D: RESERVED AGENDA

Please look under 1. Business of the Agenda for details of how to view these documents.

No items were received