![UEA University of East Anglia]

SEN15D024

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 21 October 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 21 October 2015

The following items were considered by the Learning and Teaching Committee of Senate on **21 October 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

    Since the last meeting of LTC on 24 June 2015 Chair's action had been taken to approve the following, LTCD15D001 refers:
    - i.   Updates to the City College Norwich Regulatory Framework
    - ii.   Updates to the Easton and Otley College Norfolk Regulatory Framework
    - iii. Introduction of a Year Abroad route for the following courses:
    - BSc Accounting and Finance
    - BSc Accounting and Management
    - BSc Business Finance and Management
    - BSc Business Management
    - BSc Marketing and Management
    - iv.   A proposed new institutional partnership with Brooksby Melton College
    - v.   Amendments to the 2015/16 Plagiarism and Collusion policy
    - vi.   Finalising the Student Representation Code of Practice
    - vii. Policy statement on Postgraduate Research Student Employment in teaching at UEA.

2. 2015 NATIONAL STUDENT 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, LTC15D002 refers.

3. GOOD HONOURS STATISTICS 2014/15

    Members considered a report on good honour statistics and it was agreed that the Head of the Business Intelligence Unit would produce further reports by School, age, gender and ethnicity for consideration at a future meeting of the Committee, LTC15D003 refers.

4. REPORT ON PEER OBSERVATION 2014/15

    The Committee considered Faculty Peer Observation reports and resolved that Associate Deans (L&T) should meet with their Faculty's Senior Faculty Manager to discuss what systems need to be in place to support the Peer Observation process. The Director of Learning and Teaching Services would address the technical issues arising from reports with regard to concern about facilities in some teaching rooms, LTC15D004 refers. It was noted that Peer Observation is on the LTC Schedule of Reviews for 2015/16.

5. COURSEWORK TURNAROUND UPDATE

    Members considered a confidential update on progress with efforts to improve assessment and feedback performance, LTC15D040 refers. The Committee agreed that the action plans prepared by the seven Schools where turnaround times had been identified as being problematic were appropriate. The actions listed in Appendix VII of the report were endorsed for dissemination across the University. It was also agreed that Associate Deans (L&T) should take the paper to their LTQCs for consideration and that further consideration would be given to whether Schools meeting the turnaround times had any good practice to share with other Schools.

6. COURSE AND MODULE UPDATE 2016/17

Members approved the summary of actions outlined in a report on course and module update for 2016/16, LTC15D005 refers. It was agreed that there should be an addition to the action in 9g 'reduce the number of examinations' to include the fact that there should be no examinations for autumn semester modules unless there were compelling pedagogical reasons.

7. REDUCING THE NUMBER OF MODULES WITH LOW ENROLMENTS

The Committee considered a review of the progress being made in reducing the number of modules with low student enrolments, LTC15D006 refers, and agreed to retain the policy of requiring Faculty approval based on the six categories outlined in the paper.

8. TAUGHT PROGRAMMES POLICY GROUP

Members considered a report from TPPG and the TPPG Plan of Work for 2015/16.
It was agreed that a TPPG working group should be set up to consider re-marking requests and the group should include a student representative, LTC15D007 refers

9. REPORT FROM THE ACADEMIC DIRECTOR OF LEARNING AND TEACHING ENHANCEMENT (ADLTE)

The Committee considered an update from the Academic Director of Learning and Teaching Enhancement, LTC15D008 refers. The ADLTE noted that the introduction of Talis had raised student expectations which now needed to be managed. Staff producing reading lists should be advised to ensure that they either used sources available on Talis or make it very clear where a source is not available via Talis.

10. PROVISION FOR THE DEGREE OF MASTER OF RESEARCH (MRes)

Members considered a paper on provision for the degree of Master of Research and agreed that a working group jointly chaired by the ADTP and the Academic Director of Research Degree Programmes should be established and should focus initially on the purpose and structures of an MRES degree. The UUEAS Postgraduate Education Officer would be a member of the working group, LTC15D009 refers.

11. NEW AWARDS AND COURSE PROPOSALS

The Committee approved of the following new course proposals:

      i)   INTO Psychology Diploma - approved in principle subject to a full validation, LTC15D010 refers;

      ii)   City College Norwich BSc (Hons) Professional Aviation Engineering Practice- approved in principle to proceed to validation, LTC15D012 refers.

12. INSTITUTIONAL APPROVAL OF A NEW PARTNERSHIP WITH BROOKSBY MELTON COLLEGE

The Committee gave institutional approval in principle for a new partnership with Brooksby Melton College, LTC15D014 refers.

13. PLAGIARISM AND COLLUSION: SAFE ASSIGN TEXT MATCHING SOFTWARE

Members considered a report on the move to Safe Assign as the University's text matching software, LTC15D016 refers. The Committee confirmed that arrangements for using SafeAssign as the University's TMS should continue.

14. NEW COURSE PROPOSALS AND COURSE CLOSURES

This item was moved from Section C to Section A at the request of a member of the Committee. The UUEAS Undergraduate Education Officer requested an explanation on how widening participation was addressed when it was proposed to close a course. The Head of LTS (Systems)

explained that in certain circumstances an Equality Impact Assessment was required and so course teams were required to address issues related to WP. In the case of the course closures outlined in the Section C item of the agenda the majority of the closures were because no students had been recruited for a number of years or because of poor recruitment.

It was agreed that the issue raised by UUEAS Undergraduate Education Officer could be discussed further at the monthly meeting with the Chair and the UUEAS Education Officers.

15. <u>REGULATIONS, POLICIES AND PROCEDURES FOR MOUNTVIEW ACADEMY OF THEATRE ARTS</u>

LTC approved the adoption of the UEA Policy for Accreditation of Prior Learning from 2015-16, LTC15D013 refers.

16. <u>ROLLOUT OF THE HIGHER EDUCATION ACHIEVEMENT REPORT (HEAR)</u>

LTC approved an update on the current position and details of the planned rollout process for Higher Education Achievement Reports, LTC15D015 refers.