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**Meeting:** FACULTY OF HUMANITIES AND SOCIAL SCIENCES  
LEARNING, TEACHING AND QUALITY COMMITTEE

**Date and Time:** Wednesday 9<sup>th</sup> June 2021 at 14.00

**Venue:** Via Teams

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**Present:** Dr N Gjersoe, Associate Dean (Learning and Teaching), (Chair)  
Dr A Bush, Department for Health  
Dr R Ratkaine Jablonkai, Department of Education  
Prof R Joiner, Department of Psychology  
Dr P Manning, Department of Social and Policy Sciences  
Dr A Mondon, Department of Politics, Languages and International  
Studies  
Dr B Morley, Department of Economics  
Dr K Papps, MRes Director

**In Attendance:** Miss S E Jacobs, Assistant Registrar (Secretary)  
Mrs E Whittleton, Programmes Manager  
Mr M Ashdown, Projects Manager  
Mr C Goff, Business Development Manager

**Apologies:** Dr F Bisset., Learning Partnerships Office  
Miss M Clutterbuck, Learning Partnerships Office  
Dr G Forey, Department of Education  
Dr A Schaeffer, Department of Economics  
Ms A Theilgaard, Student Engagement Manager  
Mr E Feddon, Student  
Mr F Masala, Students' Union President  
Miss A Snary, Student

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**1896. MINUTES** **ACTION**  
The Committee approved the minutes of the Faculty Learning, Teaching and Quality Committee meeting held on the 5<sup>th</sup> May 2021 (Paper 64).

**1897. MATTERS ARISING**  
**a) Minute 1877 b): NSS Response Rates**  
The Chair thanked colleagues for their encouragement to students to complete the 2021 NSS as it was noted that the response rates had been good.

The Chair also referred to the PTES results, which appeared to be more positive than last year. The Committee noted that it is possible to obtain

programme level response data from Mr A Eagleton, Student Engagement Co-ordinator.

b) **Minute 1879: Academic Year 2021/22 (Year 2 students)**

The Chair reported that Year 2 students will have a re-induction to the University and this will mainly be organised centrally, but that Departments will be expected to consider how to re-introduce Year 2 students who will in the main not yet have experienced their programmes or the campus in the 'normal' way.

1898. **CHAIR'S BUSINESS**

a) **Extensions App for 2021/22**

Mr Ashdown provided the Committee with an update, confirming that the SAMIS solution for extension requests will be introduced for use by all students in all Faculties for the start of the next academic year. The Committee noted that the SAMIS tool is being piloted currently by some departments in the Faculties of Science and Engineering & Design, with some improvements planned over the summer. It was noted that a section has been added which allows a Director of Studies to see all extension applications from a student so that they are more easily able to identify struggling students. The Committee noted that current PGT students will be able to continue to use the current Extensions App through September for their Dissertation.

The Chair reported that there are ongoing discussions with regard to extensions regulations (but this is separate to the development of the practical tool in SAMIS, which will be adapted to any new approved regulation or procedure).

b) **Retrospective Extensions**

The Committee noted that in the Department of PoLIS three Year 2 students with ONS for Semester One unit results have recently provided details of substantial circumstances which prevented them from submitting the coursework in question and from requesting an extension at the time. The Committee agreed that, subject to the practical implications of this being discussed with SREO/Academic Registry, it seemed reasonable to consider awarding retrospective extensions to these students, rather than them having to submit an Academic Appeal after the end of Stage BEP and Board of Studies had met. It was noted, however, that any retrospective extension would mean that the students could not be considered by their BEP until September.

c) **Monitoring Student Engagement in Moodle.**

Dr Mondon reported that a student had only recently been identified as failing to engage in Semester 2 and therefore that unfortunately they had not been identified via the Moodle student engagement pilot.

d) **Decolonising the Curriculum (SU Support for Student Projects)**

The Chair reported that the Students' Union is offering support to Departments to help students and academics to develop projects

to decolonise the curriculum in the way that Architecture students have.

e) **Unpaid Placements Update**

The Chair reported that Prof Lambert is leading a Group considering the implications of the Government proposal that unpaid placements will no longer be permitted. The Chair will ask Martin Gore to attend the next meeting to update

Chair

f) **New Assessment and Feedback Task and Finish Group**

The Committee noted that this Working group has begun to meet and is being chaired by Dr Polly McGuigan. The Chair will ask Dr McGuigan to report to the next RCPG meeting.

Chair

1899. **STUDENT BUSINESS**

There were no students at the meeting.

1900. **NAMING AND STRUCTURING OF PLACEMENT AND STUDY ABROAD COURSE VARIANTS**

The Committee noted that a proposal to change the convention for naming programmes with Placement and Study Abroad will affect Health and Economics programmes. At a recent meeting with Mr Howells, the Head of Undergraduate Admissions, it was agreed that the updated proposals are sensible. It was noted that there are now proposed title options which include Study Abroad, Study, Work Placement and Study or Work Placement

The Chair explained that Mr Howells had asked if there would be any preference for 'With Work Placement' or 'With Professional Placement'. Members of the Committee expressed a slight preference for 'Professional'.

The Committee noted that concerns with regard to whether course changes in SAMIS will be needed when students ultimately decide which route they will take will be addressed later. The Committee agreed that it would be useful if SAMIS developments could be considered in preparation for the implementation in 2023/24 or 2024/25.

1901. **Commercial in Confidence  
NEW PROGRAMME PROPOSAL  
Department for Health**

The Committee considered a Stage 2 proposal for the establishment of an **MSc/PG Diploma in Football Medicine in Association with FIFA** to commence in 2022/23 (Paper 64).

**This item is not available for publication due to the commercial nature of the discussion.**

Subject to a satisfactory response to a number of minor queries, the Committee agreed to approve the Stage 2 proposal, or to reconsider via electronic circulation to the Committee in the coming weeks.

1902. **CURRICULUM TRANSFORMATION**

The Committee noted the timings agreed by Education, Quality and Standards Committee for programmes to be launched in 2023/24:

- Undergraduate: to be submitted to an extraordinary FLTQC (which will have some additional attendees (Senate member, someone from

Academic Registry and someone from CDO) in October 2021 (for final approval in November).

- Taught Postgraduate programmes: to be submitted to an extraordinary FLTQC (which will have some additional attendees (Senate member, someone from Academic Registry and someone from CDO) in March (for final approval in April).

It was noted that as far as possible responsibilities will be devolved to Faculties. This should hopefully speed up the decision making and allow issues to be raised and discussed within this Committee in a timely manner. The Chair reported that the CT Working Group will be re-established in the Autumn (replacing some of the currently regulation RCPG meetings). The Committee noted that proposals for the FdSc/BSc Sport (Sports Performance) and Politics PGT programmes will be proposed for implementation in 2023/4.

### **1903. STUDENT EXCHANGE AGREEMENTS**

#### **Department of Economics**

The Committee approved a proposal to renew an agreement with Stellenbosch University for 5 years with effect from 2021/22 (Paper 65).

#### **Department of Politics, Languages and International Studies**

The Committee approved a proposal to renew an agreement with Universidad Austral, Argentina for 5 years with effect from 2021/22 (Paper 65b).

### **1904. UNIT AND PROGRAMME CHANGES**

The Committee noted the following changes approved by Chair's action for implementation in 2020/21, and minor Unit changes approved at Department level:

- a) **Department of Education**  
**Department of Politics, Languages and International Studies**  
[PL21058](#): change to assessment.
- b) **Department of Social and Policy Sciences**  
[SP50333](#) change to title and content.

### **1905. FACULTY COMMITTEES**

The Committee received the minutes of the following departmental committee:

- Department of Economics, 30.3.21 and 28.4.21 (paper 66)

### **1906. MEETING SCHEDULE FOR 2021/22**

The Committee noted that the meetings for next year are currently planned as follows (all starting at the new, slightly later, time of 14.15. The Secretary will add to calendars in due course):

- 20<sup>th</sup> October 2021
- 1<sup>st</sup> December 2021
- 19<sup>th</sup> January 2022
- 9<sup>th</sup> February 2022
- 16<sup>th</sup> March 2022
- 4<sup>th</sup> May 2022
- 8<sup>th</sup> June 2022

**1907. ANY OTHER BUSINESS**

The Chair thanked Dr Bush for his valued contribution to the Committee as he will soon be stepping down as Director of Teaching for the Department for Health.