



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

Date and Time: **Wednesday 13th January 2021 at 13.45**

Venue: **Via Teams**

Present: Dr N Gjersoe, Associate Dean (Learning and Teaching), (Chair)
Dr A Bush, Department for Health
Miss M Clutterbuck, Learning Partnerships Office
Dr G Forey, Department of Education
Prof R Joiner, Department of Psychology
Dr K von Oppen, Department of Politics, Languages and International
Studies
Dr A Schaeffer, Department of Economics
Miss A Snary, Student

In Attendance: Miss S E Jacobs, Assistant Registrar (Secretary)
Mr M Ashdown, Project Manager
Mr C Goff, Business Development Manager
Mrs A Theilgaard, Student Engagement Manager

Apologies: Dr A Mondon, Department of Politics, Languages and International
Studies
Dr F Bisset., Learning Partnerships Office
Dr P Manning, Department of Social and Policy Sciences
Mr E Feddon, Student
Mr F Masala, Students' Union President
Miss N Singh, Student

ACTION

1854. MINUTES

The Committee approved the minutes of the Faculty Learning, Teaching and Quality Committee meeting held on the 2nd December 2020 (Paper 15).

1845. MATTERS ARISING

a) Minute 1845: Inspira and Alternative Assessments

The Committee noted that the assessments appear to be progressing well although it was noted that there have been a few issues relating to some students being erroneously informed that they had submitted an examination late. TEL are looking into this.

A question was raised regarding a student who does not request an examination deferral request but just does not submit.

[Secretary's note: guidance to students on the deferral of examinations includes the following:

*If your deferral notification has been received **AFTER** the exam submission deadline/end of the exam (so the form submission is after the deadline) then normal non-submission penalties will apply. The exam attempt will not be considered as deferred and it will be considered a non-submission.*

The non-submission of a deferral notification would, therefore, lead to the normal non-submission penalties being applicable.

However, there may be circumstances in which the request for a deferral after the assessment period should be accepted. If so, please contact the Associate Dean L&T and the Assistant Registrar so that the individual case can be considered. The exam date, unit code, candidate number and reason why the deferral request came late will need to be provided.]

The Committee noted that there have been some concerns raised in relation to the late and partial implementation of Inspira this Semester but also that full implementation in the future is likely to be welcomed. The Chair requested that details of specific concerns are forwarded to her so that these can be passed to the Inspira project team and taken into account in the future planning.

DoTs

b) Minute 1846 c): Student Moodle Engagement Monitoring

Directors of Teaching have been asked to confirm which Semester 2 units will be used for the purpose of Moodle Engagement Monitoring so that the Programme Administration team can prepare for implementing this in time for the start of teaching.

DoTs

1856. CHAIR'S BUSINESS

a) No-detriment policy and Boards of Examiners

The Committee noted that Senate is considering further no-detriment measures today and that clear communications will be circulated to students and staff shortly. It was also noted that guidance for Boards of Examiners will follow later.

b) Transitioning from remote to on-campus teaching

Directors of teaching have been asked to consider how the transition from remote to on-campus teaching will work.

The following points were made in discussion:

- The transition to on-campus teaching will be influenced for many by any decisions relating to whether or not children are able to return to school.
- Returning to on-campus teaching in weeks 8 or 9 would be very different to returning in week 4 or 5. The focus in later weeks would likely shift to preparations for upcoming assessments.
- The capacity of the space available and the number of students who would be returning to campus will influence the planning.

- A period of 1 – 2 weeks following a decision to return to on-campus teaching would be helpful in order to be able to manage the transition.
- It would be useful for Departments to have a clear idea how long their transition to on-campus teaching would take in advance of any decision being made (and on the basis of several different timings of the return to campus).

c) Curriculum Transformation

The Committee noted that there will be a 2023/24 launch in all other Faculties and the School of Management. It was also noted that the Department of Social and Policy Sciences had requested a 2024/25 launch in order to be able to reflect properly on the experience of the delivery of their programmes via the Bath Blend.

The Chair reported that the deadline for final approval of Curriculum Transformation proposals is likely to be pushed on several months (potentially to December 2021). It was suggested that this may provide sufficient time to reflect on the experience of this year and that it is preferable for all to move forward at the same time. It was also noted that it will be possible to schedule DLTQC and FLTQC meetings to take place to facilitate a new deadline

The Committee noted that a number of other Departments share units with SPS and therefore that a delay to implementation to 2024/25 could have implications for these other Departments. Directors of Teaching are encouraged to discuss this as soon as possible.

DoTs

Reflecting on the experience of the Health programmes, which have already implemented their CT changes, Dr Bush explained that they are much stronger than the programmes which have been replaced. He also suggested that it is important to move forward, noting that in the past programmes would have been periodically developed and improved following the Degree Scheme Review process, which has been suspended for a number of years.

1857. STUDENT BUSINESS

a) Concern regarding return to IPT

Ms Snary reported that students have been raising concerns over the uncertainty whether on-campus teaching will be re-introduced this year. The Chair explained that the University is awaiting Government guidance with an expectation that we will return to on-campus teaching when this is permitted.

b) Extensions Power App

Ms Snary reported that some students had difficulty submitting an extension request over the Christmas period. Mr Ashdown explained that the majority of issues related mostly to the internet browsers being used by students. It was noted that Mr Ashdown will add some trouble-shooting guidance in the App. It was also noted that the automatic email message sent to students has been updated to clarify that it may take several days for their request to be approved, and for a new submission deadline to be put into Moodle.

The Committee noted that more than 2,000 extension requests have been made by students in the Faculty. This exceeds the total number of requests normally received for a whole academic year. Directors of Teaching will be given access to the Power BI report for the App so that they can review the patterns of requests for their Department/units.

1858. FUTURE SCANNING (Standing item)

a) Scenario Planning for 2021/22 and Beyond

The Committee noted that the scenario planning document is still under development so will be considered at a future meeting.

The Chair suggested that she would like to consider at a future meeting whether it would be a good idea to introduce Student Personal Development Plans for academic, digital, employability skills & wellbeing. The Chair noted that there had been attempts to introduce PDPs in the past with limited success. The Chair explained that CLT are investigating how other institutions have managed this well. The Committee will discuss this when there is further information available.

b) Decolonising the Curriculum

The Chair reported that Dr Dinerstein, Director of DECKNO will attend the meeting on the 17th March to discuss the work of this new group.. It was also suggested that Jo Hatt from the Faculty of Engineering & Design may also be invited as she has been working with Engineering and Design on the same project as part of their Curriculum Transformation Plans.

1859. ANNUAL MONITORING REPORTS 2019/20 (LEARNING PARTNERSHIP PROGRAMMES)

In accordance with [QA51](#) (extract below), the Committee considered the reports on the licensed and franchised programmes delivered by partners:
4. Programmes involving collaborative provision are by their nature considered to be higher risk and therefore it is a requirement that annual monitoring reports are completed for these programmes. A report should be completed by each partner for each programme they deliver.

The Committee noted that all of the reports had previously been considered in detail by the Department for Health DLTQC.

**a) Wiltshire College:
BA (Hons) Early Years and Childhood Studies (Work Based Learning) (Licensed programmes) (paper 16)**

The Committee noted that this programme was being taught out with the final year of students on the programme. The Committee also noted that changes in staff had presented a challenging context but that the transfer to on-line teaching have been managed well. The very positive comments from the External Examiner were noted.

BSc Social Work (Licensed programme) (paper 17)

The Committee noted that the BSc (Hons) Social Work was scheduled to end in academic year 2018/19 following a period of teaching out. Due to one student suspending their studies for the academic year 2018/19 the programme continued for a further year to support this student through to

the end of their degree. The Committee agreed that the College had supported this single student very professionally through their last year of study.

**b) Action on Addiction:
FdSc Addictions Counselling, BSc (Hons) Addictions Counselling (Work Based Learning) and Continuing Professional Development Units (All Franchised programmes). (paper 18)**

The Committee noted that the teaching had moved online successfully and that colleagues were very flexible in the circumstances. The positive student feedback, demonstrating their appreciation of the hard work the team put in to make it a fruitful experience in the difficult circumstances, was noted.

The Committee agreed that it was unfortunate that as a charity funding for Action on Addiction had been affected by the Covid circumstances and that this had led to a decision to withdraw the programme.

**c) Royal Academy of Dance:
BA Ballet Education (Validated programme) (paper 19)**

The Committee noted that there had been a rapid response to the Covid circumstances, with a quick adjustment to the use of Zoom and breakout rooms. It was also noted that External Examiners had commented on a marked reduction in NSS satisfaction scores, but it was also noted that the RAD has a very thorough action plan to address the issues, on which they have recently provided an update.

BA Dance Education (Validated programme) (paper 20)

The Committee noted that the External Examiner feedback is very positive. It was also noted that the programme is recruiting well and the recent improvements in marks are indicative of a healthy programme.

MA in Education (Dance Teaching) (Validated programme) (paper 21)

The Committee commented on the evidence that this is a very professional programme, which is well-delivered and with good outcomes.

PGCE: Dance Teaching (with QTS) (Validated programme) (paper 22)

The Committee noted that this programme was severely impacted by the Covid-19 lockdown in March 2020 and that significant changes had to be made to ensure the programme was delivered. It was also noted that the programme only recruited 11 students for 19/20 (against a usual target of 20 students) but that student and external examiner feedback was positive.

1860. UNIT AND PROGRAMME CHANGES FOR 2021/22

The Committee noted that further guidance on the process for the approval of unit and programme changes for 2021/22 is still awaited. Proposals for changes to units and new unit proposals for 2021/22 implementation can, however, be created in CMIS in anticipation of consideration by the Committee at one of the meetings on 20th January or 3rd February 2021.

[Secretary's note: the meeting on the 20th January has been cancelled. All Undergraduate unit and programme changes for 2020/21 will be considered at the meeting on the 3rd February 2021.]

1861. UNIT AND PROGRAMME CHANGES APPROVED BY CHAIR'S ACTION FOR 2020/21

The Committee noted the following changes approved by Chair's action for implementation in 2020/21:

Department of Social and Policy Sciences

Change to assessment of SP50333:

<https://cmis.sp.bath.ac.uk/SitePages/unitproposal.aspx?Request=12957>

1862. FACULTY COMMITTEES

The Committee received the minutes of the following departmental committees:

- Department of Social and Policy Sciences, 4.11.20 (paper 23)

1863. NEXT MEETING

The next meeting will take place on the 3rd February 2021.