



Meeting **FACULTY LEARNING, TEACHING AND QUALITY COMMITTEE**  
Place Council Chamber  
Date and Time Wednesday 22 January 2020 at 14:15

Present	Professor M V Hejmadi Dr K Angus-Cole Dr F Bisset Dr A Hayes Professor M Jones Dr F R Laughton Mrs S Paine Dr P J Rogers Dr S Shaw  Dr C M Todd Dr J White	Associate Dean (Learning and Teaching) (Chair) Curriculum Development Officer Head of Learning Partnerships Department of Computer Science Department of Chemistry Department of Physics Programmes Manager (Operations) Department of Pharmacy and Pharmacology Department of Mathematical Sciences (alternate for Dr T Shardlow) Department of Biology and Biochemistry Natural Sciences programmes
In attendance	Mrs M L Hallett Mrs K Campbell	Faculty Assistant Registrar (Secretary) Faculty Coordinator (Learning and Teaching) (Observer)
Apologies	Mr C Lai  Mr C Okayo  Dr T Shardlow Ms A Steane	Undergraduate Representative (Department of Pharmacy and Pharmacology) Postgraduate Taught Representative (Department of Biology and Biochemistry) Department of Mathematical Sciences Undergraduate Representative (Department of Physics)

**Action**

**2910 MINUTES OF PREVIOUS MEETING**

The Committee approved the minutes of the previous Faculty Learning, Teaching and Quality Committee (FLTQC) meeting held on 4 December 2019 (Paper 58).

**2911 MATTERS ARISING**

The Committee considered a matters arising update paper (Paper 59) which reported the following:

**M2894 MATTERS ARISING**

**CHAIR'S BUSINESS**

The Committee noted that the Programmes Manager (Operations) would work with Departments to review, over the summer, holding UG placement / SYA BEPs earlier (pre-Christmas) so that next year's results are approved by BoS prior to the Semester 1 release period. The Programmes Manager (Operations) reported that only a couple of Departments were affected because most held their UG placement / SYA BEPs before Christmas.

## 2912 CHAIR'S BUSINESS

The Chair brought the following matters to the attention of the Committee:

- Nominations are now open for the University Teaching Awards 2020; deadline for nominations is 12 February.
- Matters to be considered by ULTQC on 14 January, followed by Senate:
  - CT Academic Framework and Assessment Regulations proposed changes:
    - The requirement for PGT students to achieve 70% overall as well as 70% in their dissertation to gain a Distinction (and similar re. Merit thresholds) has been changed so that students only have to achieve 70% overall (unless otherwise specified).
    - Transition arrangements for UG programmes with & without placement or SYA: Encouragement for CT and non-CT final years to be similar in design, at least for first CT intake, which may require deviating from multiples of 10 CATS, e.g. having 12 CATS units. Students from the 2020/21 cohort who:
      - i) repeat Year 1 should then transfer to the CT course.
      - ii) suspend or repeat a year from Year 2 onwards, should be provided with an individual programme of study as appropriate, to be approved by BoS, to accommodate transition to the CT course.
    - Unit(s) worth up to 1/6<sup>th</sup> of the course year credits may be from a different FHEQ level in UG non-placement / SYA course-years at FHEQ Levels 5 and 6 (so Years 2 & 3).
    - Where an Integrated Masters coexists with a parallel BSc course and shares the first 2 years of study, progression beyond Year 2 of the Integrated Masters requires students to have passed all units and achieved a stage average of 55%.
  - To inform the University's 2019/20 Degree Outcomes Statement, requirement for Depts to a) review and provide a short commentary on their classification profile from 2014/15 to 2018/19, and b) complete a short checklist/questionnaire on their engagement and compliance with key processes associated with the assurance of standards, e.g. training and support for External Examiners, and use of department classification descriptors. FLTQC will review this, e.g. look at anomalies, once the proposal for an institution-wide review has been approved by Senate on 5 February.

Secretary

NB: A revised paper on proposed terminology to describe placement/SYA activity within our programmes will be considered by ULTQC in March, following consultation.

- OfS: TEF will not run in 2020. Subject TEF pilot outcomes are expected this month. Consultation on the framework / new methodology will take place in April 2020.
- The University will participate in NSS (response rate target 75%) and PTES (response rate target 50%) 2020 (open on 3 February and close on 30 April), but not PRES.
- Reports of errors in examination papers will from now on be considered by BoS, instead of FLTQC. Academic Registry will collate these reports and provide an institutional summary to ULTQC.

### Chair's actions:

- Approval of Special Programmes of Study / Assessment Arrangements (see Reserved business).
- Approval of MSc Computer Science online programme change: replacement of CM500297 Cryptography unit with new Cybersecurity unit (approved 14 January 2020) (Paper 60).

## 2913 UNIT/PROGRAMME CHANGES

The Committee considered for approval unit/programme changes from the following Departments for 2020/21:

### Department of Biology and Biochemistry

Dr P Rogers scrutinised this item. The Committee approved the proposal to withdraw BB30168 and BB20041.

### Department of Chemistry

Dr F Laughton scrutinised this item. The Committee approved the proposal to change compulsory unit CH20240 (3 credits) from a Level 5 (CH2) to a Level 6 (CH3) unit, noting that this only affected Year 3 of MSci (Hons) Chemistry with Management (with and without placement) and that this unit would run for the first time in 2020/21. Professor Jones explained that the unit learning outcomes had been made more critical and one of the assessments more research based. Professor Jones added that this change would enable students to take MN20502 (6 credits) in Semester 1 as well as MN20503 (6 credits) in Semester 2, for which MN20502 is a prerequisite, given the maximum 12 credits students are allowed to take at a lower level in Year 3. The Committee requested that the associated programme level change be inputted in CMIS in due course.

*Secretary's note: this was completed following the meeting.*

#### **Department of Mathematical Sciences**

Dr A Hayes scrutinised this item. The Committee approved the proposal to remove CM30080 and CM30075 from all Maths programmes.

#### **Natural Sciences**

Dr C Todd and Dr F Laughton scrutinised this item. The Committee approved the proposed changes to the MSci Natural Sciences Biochemistry stream (Paper 63).

#### **Department of Physics**

Professor M Jones scrutinised this item and suggested that PH40113 learning outcome 'show an in-depth understanding' be amended to 'describe and interpret', for example, since it is difficult to assess 'understanding'. The Committee approved the proposed changes to PH40113 prerequisites, designed to increase choice, subject to this amendment.

*Secretary's note: the learning outcome was amended to 'describe' following the meeting.*

### **2914 DEPARTMENT LEARNING, TEACHING AND QUALITY COMMITTEE (DLTQC) MINUTES**

The Committee noted the minutes of the meetings held on:

**Department of Biology and Biochemistry:** 11 December 2019 (Paper 72).

**Department of Chemistry:** 25 November (Paper 73A) and 9 December (Paper 73B) 2019.

**Department of Computer Science:** 11 December 2019 (Paper 74).

**Learning Partnerships Office:** 21 November 2019 (Programme and Partner Management Committee minutes, Bath College, International Foundation Year) (Paper 75).

**Department of Mathematical Sciences:** 27 November 2019 (Paper 76).

**Natural Sciences:** 11 December 2019 (Paper 77).

**Department of Physics:** 22 November 2019 (Paper 78).

### **2915 ANY OTHER BUSINESS**

The Chair reported that good practice arising from CTC was expected to be circulated to staff by the CLT shortly.

The Chair requested that, at the request of the PVC (L&T), members email her with any ideas they have for improving CT.

The Chair reported that an assessment calibration pilot exercise was being undertaken in the Department of Biology and Biochemistry, aimed at ensuring consistency of marking for high weighted assessment in particular, based on Advance HE workshops, outcomes of which would be shared with the Faculty once the exercise was complete.



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	Dr K Angus-Cole	Curriculum Development Officer
	Dr F Bisset	Head of Learning Partnerships
	Dr A Hayes	Department of Computer Science
	Professor M Jones	Department of Chemistry
	Dr C Keating	Department of Computer Science (for minute 2918)
	Dr F R Laughton	Department of Physics
	Professor P Milewski	Department of Mathematical Sciences (for minute 2918)
	Mrs S Paine	Programmes Manager (Operations)
	Dr P J Rogers	Department of Pharmacy and Pharmacology
	Dr S Shaw	Department of Mathematical Sciences (alternate for Dr T Shardlow)
	Dr C M Todd	Department of Biology and Biochemistry
	Dr J White	Natural Sciences programmes
	Dr M Wright	Department of Computer Science (for minute 2918)
In attendance	Mrs M L Hallett	Faculty Assistant Registrar (Secretary)
	Mrs K Campbell	Faculty Coordinator (Learning and Teaching) (Observer)
Apologies	Mr C Lai	Undergraduate Representative (Department of Pharmacy and Pharmacology)
	Mr C Okayo	Postgraduate Taught Representative (Department of Biology and Biochemistry)
	Dr T Shardlow	Department of Mathematical Sciences
	Ms A Steane	Undergraduate Representative (Department of Physics)

#### Action

#### 2916 MINUTES OF PREVIOUS MEETING

The Committee approved the minutes of the previous FLTQC meeting held on 4 December 2019 (Paper 58).

#### 2917 MATTERS ARISING

The Committee considered a matters arising update paper (Paper 59) which reported the following:

##### **M2900 MATTERS ARISING**

##### **CURRICULUM TRANSFORMATION SCHEDULE 2019/20**

There was a discussion.

#### 2918 NEW PROGRAMME PROPOSALS

##### **Online MSc Artificial Intelligence (AI) for 2020/21**

There was a discussion.

The Committee considered the following documentation:

- Rationale (Paper 56A).

- QA3.1 Resource Implications (to note) (Paper 56B).
- QA3.2 Programme Specification (Paper 56C).
- Programme Learning Outcome mapping (Paper 56D).
- QA3.3 Market Information (to note) (Paper 56E).
- Extracts of University Executive Board, Board of Studies and Academic Programmes Committee minutes (Paper 56F).
- Feedback from External Reviewer and MRes ART-AI External Examiner (Paper 56G).
- New Unit Descriptions.

The Committee agreed to recommend to CPAC for Stage Two Full Approval the proposal for the new online MSc Artificial Intelligence degree, in the Department of Computer Science, for commencement from 2020/21, subject to the action points above being addressed for approval under CPAC Chair's action.

### **BSc (Hons) Mathematics, Statistics and Data Science for 2021/22**

There was a discussion.

The Committee considered the following documentation:

- QA3.1 Resource Implications (to note) (Paper 57A).
- QA3.2 Programme Specification (Paper 57B).
- QA3.3 Market Information (to note) (Paper 57C).
- Extracts of University Executive Board, Board of Studies and Academic Programmes Committee minutes (Paper 57D).

Unit Descriptions in CMIS.

The Committee requested that advice be sought from Registry as to whether External Examiner or External Reviewer input was required.

*Secretary's note: following the meeting it was confirmed that only External Examiner input was required.*

The Committee agreed to recommend to CPAC for Stage Two Full Approval the proposal for a new BSc (Hons) Mathematics, Statistics and Data Science degree, in the Department of Mathematical Sciences, for commencement from 2021/22, subject to the action points above being addressed for approval under Chair's action.

## **2919 CURRICULUM TRANSFORMATION: PHASE 2/3**

### **Department of Chemistry**

There was a discussion.

Professor M Jones presented this item and Dr F Laughton scrutinised.

The Committee considered the following Phase 2/3 documentation, with reference to the latest (ULTQC 14 Jan) version of Academic Framework (Paper 62), for

- BSc and MChem (Hons) Chemistry (with Industrial Placement and SYA)
- BSc and MChem (Hons) Chemistry for Drug Discovery (with Industrial Placement and SYA)
- BSc and MSci (Hons) Chemistry with Management (with Industrial Placement and SYA):

- Rationale for course design (including assessment strategy) (Paper 61A).
- Proposed course structures (Paper 61B).
- Unit level information (in CT SharePoint).
- Course level information and Course Description (in CT App).
- Course Intended Learning Outcomes (in CT App).

The Committee requested that the following documentation be submitted for approval by Dr Laughton and under Chair's action:

- Confirmed BSc and MSci (Hons) Chemistry with Management structure.
- MChem Project A (80 credit) unit in CT App.

*Secretary's note: this was addressed immediately following the meeting.*

- Mapping of Course Intended Learning Outcomes to Units in CT App.

**Programme  
Team**

- Completion of the 'Feedback and Oversight' section in the CT App.
- Update on RSC accreditation.

## **2920 STUDENT EXCHANGE RENEWALS**

The Committee approved renewal of the student exchange arrangements between:

1. Department of **Mathematical Sciences** and:

- a) Université Grenoble Alpes, France (Paper 64).
- b) University of Hamburg, Germany (Paper 65).
- c) Universidad Nacional Autónoma de México (UNAM) (Paper 66).
- d) Technical University of Munich, Germany (Paper 67).

2. **Faculty of Science** and:

- a) University of Helsinki, Finland (Paper 68).

Dr J White, as Head of Natural Sciences, confirmed support for the renewal proposal.

## **2921 FEEDBACK FROM COMMITTEES**

### **Academic Programmes Committee (APC)**

The Committee noted the minutes of the meeting held on 28 November 2019 (Paper 69).

### **Courses and Partnerships Approval Committee (CPAC)**

The Committee noted the minutes of the meeting held on 6 November 2019 (Paper 70).

### **University Learning, Teaching and Quality Committee (ULTQC)**

The Committee noted the minutes of the meeting held on 5 November 2019 (Paper 71).

## **2922 ANY OTHER BUSINESS**

There was none.