

## LEARNING AND TEACHING SUB-COMMITTEE

### Minutes of the meeting held on 21<sup>st</sup> September 2017

- Present:** Prof. N Andrew, Dr C Choromides, Mr J Docherty, Dr K Halcro, Mrs M Kelt, Dr F Kennedy, Ms J Main, Mrs M McCann, Dr J Paterson, Mrs K Roden, Mr I Stewart (Vice Dr Ferguson), Prof. R Whittaker (Chair), Ms A Williams.
- Apologies:** Mr C Beaumont, Dr M Ferguson, Ms S Fraser-Robertson, Dr G Gibson, Dr R Marciniak, Dr A Nimmo, Mr B Owen, Miss R Simpson, Mr P Stalker, Prof. V Webster.
- In Attendance:** Mrs L Clark, Department of Governance (Secretary).

### Chair's Opening Remarks

The Chair welcomed members and thanked those in attendance for taking the time, at short notice, to attend the additional meeting. She noted that sufficient business had been identified requiring action in advance of the start of academic session which warranted convening a full meeting of the Committee. The Chair also highlighted that the authors of the relevant papers had been asked to provide an explanation, via the Executive Summary coversheets, for the delay in submission to LTSC. She also noted that the Academic Quality Team would work on reiterating to Schools that the normal cycle of LTSC should be adhered to and papers planned and submitted in line with the scheduled meeting dates published on the website.

*Note: Following the meeting Miss Simpson (SA) submitted feedback in relation to the minutes and the requirement for the additional meeting. Specifically she stated that "although we (Students' Association) don't have any objections to the current programme approvals, the SA is concerned with the high number of programmes which are being altered so late into the teaching calendar".*

### Minutes

- 17.50 Considered:** The unconfirmed draft minute of the meeting of the Learning and Teaching Sub-Committee held on 16<sup>th</sup> August 2017.  
**(Doc LTSC17/21/1)**
- 17.51 Noted:** The following minor amendments were required to the minute:
- i. Minute 17.37 and 17.38 be amended to read "HCPC".
  - ii. Following the meeting a request was received by Miss Simpson to include the following additional bullet point under minute 17.21 which mirrors the final bullet in minute 17.19 in respect of the PTES:  
  
*"That Postgraduate Student Reps could be of assistance in sharing of information in relation to the PRES going forward".*
- 17.52 Resolved:** That subject to the above amendments, the minute was confirmed as a correct record of the meeting.  
**Action: Secretary**

## Matters Arising

**17.53 Considered:** Any matters arising from the above minutes not otherwise covered on the agenda.

LTSC Annual Report 2016/17  
(Arising 17.14)

**17.54 Noted:** That the annual report was considered and approved by APPC on 13<sup>th</sup> September.

Plagiarism Overview Report 2015/16  
(Arising 17.17)

**17.55 Noted:** It was requested that the total number of GCU London students for the session would have been useful for comparison. For information the below table has been amended to show the total number of students per school in session 2015/16 and a percentage of those offending. This will also be included in future reporting.

<b>Breakdown of offences by school</b>				
<b>School</b>	<b>Number of Offences</b>	<b>% of offences</b>	<b>Total students</b>	<b>% students offending</b>
GSBS	39	41	5076	0.77
SEBE	16	17	3803	0.42
SHLS	26	27	6837	0.38
GCU London	13	13	57	22.8
Graduate School	2	2	133	1.5
<b>Total</b>	<b>96</b>	<b>100</b>		

**17.56 Resolved:** That the above table be circulated to members following the meeting.

**Action: Secretary**

LTSC Composition, Membership and Terms of Reference 2017/18  
(Arising 17.25)

**17.57 Noted:** That the requests made by the Students Association have now been considered and approved by APPC. The revised composition and membership is included as a Part C paper for information. It was requested however by APPC that LTSC review the contribution of the new PGR representative alongside the relevant business presented during Session 2017/18.

Programme Approval  
*DPsych Health and Wellbeing Psychology*  
*DPsych Sports and Exercise*  
(Arising 17.40)

**17.58 Reported:** By Dr Kennedy that confirmation of HCPC approval remained pending but receipt of this was anticipated to be received by 22<sup>nd</sup> September.

**17.59 Resolved:** That confirmation of HCPC approval be forwarded to the Secretary on receipt for the committee files and noting at the next meeting of LTSC.

**Action: Dr Kennedy/SHLS**

## Chair's Report

**17.60 Considered:** A verbal report from the Chair on the following matters of interest to the Committee including, where appropriate, information arising from recent meetings of APPC and Senate:

- Corporate Parenting Strategy
- Gender Based Violence Action Plan
- Proposed Academic Development Framework
- SWBE Graduate Apprenticeships

## PART B (FOR APPROVAL)

### Programme Change Proposal

#### ***BA Applied Business and Management***

**17.61 Approved:** A proposal to amend module provision on the current BA Applied Business and Management programme.  
**(Doc LTSC17/5/2)**

**17.62 Noted:** That this paper was presented to the August LTSC meeting where confirmation of consultation with External Examiner and an expanded rationale were requested. This has now been received and included in the revised paper.

### Programme Approval

#### ***BSc Paramedic Science***

**17.63 Approved:** That the programme be recommended for indefinite approval from September 2017 subject to the University's normal arrangements for monitoring and review.  
**(Doc LTSC17/13/2)**

**17.64 Noted:** This paper was approved in principle at the August LTSC meeting subject to confirmation of HCPC approval. A confirmation email from the HCPC is now appended to the original paper.

### Programme Review

#### ***BSc (Hons) Orthoptics***

**17.65 Approved:** That the Programme is recommended to remain in indefinite approval from September 2017 subject to the University's normal arrangements for monitoring and review.  
**(Doc LTSC17/22/1)**

### Programme Change Proposal

#### ***Mechanical Power Plant Systems and Electrical Power Engineering programmes***

**17.66 Approved:** A proposal to make module changes to the Mechanical Power Plant Systems and Electrical Power Engineering programme.  
**(Doc LTSC17/23/1)**

### Programme Change Proposal

#### ***BSc/BEng Computer Electronic and Systems Engineering***

**17.67 Approved:** A proposal to make module changes to the BSc/BEng Computer Electronic and Systems Engineering programme.  
**(Doc LTSC17/26/1)**

### Proposed New Pathway

#### ***MSc Diagnostic Imaging – Computed Tomography***

**17.68 Approved:** A proposed new named pathway for MSc Diagnostic Imaging programme (Computer Tomography).  
(Doc LTSC17/27/1)

### Outcomes of Quality Assurance Event

#### ***Joint Delivery of MSc International Banking, Finance and Risk Management with Shenyang Normal University (SNU), China***

**17.69 Approved:** The outcomes of the Quality Assurance Event held on 4 September 2017 and programme team response for the approval of the joint delivery of the MSc International Banking, Finance and Risk Management with Shenyang Normal University.  
(Doc LTSC17/28/1)

### Outcomes of Quality Assurance Event

#### ***Extension to PG and UG Delivery at Caledonian College of Engineering, Oman (CCEO)***

**17.70 Approved:** The outcomes of the Quality Assurance Event held on 28 June 2017 and CCE's response for the approval of the new delivery of the MSc International Operations and Supply Chain Management and BSc (Hons) IT Management for Business; the continuation of the delivery of MSc Construction Management and re-commencement of MSc Maintenance Management.  
(Doc LTSC17/29/1)

### Conferment of Professional Recognition of Teaching & Supporting Student Learning (UKPSF, 2011)

**17.71 Noted:** Conferment of professional recognition of teaching and supporting student learning (UKPSF11) for GCU staff.  
(Doc LTSC17/24/1)

## PART C (FOR INFORMATION)

### Chair's Action

**17.72 Received:** Notification of the following approvals via LTSC Chair's action:  
  
An extension to Period of Approval (Deferment of Review) BSc/BSc Hons Professional Studies in Nursing)  
(Doc LTSC17/25/1)

### LTSC Composition and Membership Session 2017/18

**17.73 Received:** The revised LTSC Composition and Membership for Session 2017/18 following approval by APPC on 13<sup>th</sup> September 2017.  
(Doc LTSC17/10/2)

### Date of Next Meeting

**17.74 Received:** Notification that the next scheduled meeting of LTSC will be held on Wednesday, 25<sup>th</sup> October 2017 in Room CEE2.