

## LEARNING AND TEACHING SUB-COMMITTEE

### Minutes of the meeting held on 20th June 2018

**Present:** Prof. N Andrew, Dr C Choromides, Mr J. Docherty, Dr K Halcro, Dr F Kennedy, Dr M. McLachlan (*vice* Dr M Ferguson), Dr A Nimmo, Dr J Paterson, Ms J Crockett (*vice* Ms K Roden), Prof. R Whittaker (Chair), Ms A Williams.

**Apologies:** Dr G Gibson, Mrs M Kelt, Ms J Main, Dr R Marciniak, Mrs M McCann, Ms T. Ross

**In Attendance:** Mr P. Woods, Department of Governance (Secretary)

### Minutes

**17.126 Considered:** The unconfirmed draft minute of the meeting of the Learning and Teaching Sub-Committee held on 7<sup>th</sup> March 2018.  
**(Doc LTSC17/59/1)**

**17.127 Resolved:** That the minute be confirmed as a correct record of the meeting.

### Matters Arising

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

**Nureva/Avocor/Evoko/Ascentae Demonstration Truck and AshokaU** (*Arising 17.99*)

**17.129 Reported:** By the Chair that she would update on digital learning and AshokaU in the Chair's report.

### Annual Reports on Monitoring, Quality Assurance and Enhancement of Programmes (*Arising 17.106*)

**17.130 Reported:** By Professor Andrew that outstanding reports would come to the August meeting of LTSC.

**17.131 Reported** By Dr Halcro that the locus of responsibility for Professional Doctorate and Master of Research programmes had shifted in the last 18 months and the Graduate School were no longer overseeing these programmes.

**17.132 Discussion** It was considered that these could be considered as single programmes as an interim measure until there is greater clarity over roles and responsibilities.

**17.133 Resolved**

1. That these programmes be considered as single programmes
2. That outstanding reports be brought to the August meeting of LTSC.

### ELISR Year on Progress Reports (*Arising 17.122*)

**17.134 Resolved** That the LEAR year on report would be required for the August meeting of LTSC.

## Chair's Report

**17.135 Considered:** A verbal report from the Chair on the following matters of interest to the Committee:

▪ AshokaU Renewal Process

The Chair informed members that the response letter had been received and was largely positive albeit more information was requested on how social innovation is incorporated in other agendas. There would be a 6 month action plan leading up to reaccreditation. Members could contact her for more details.

▪ Digital Learning

There would be a CiF bid for a digital learning classroom pilot project. This would involve 2 classrooms. Dr Nimmo would also be leading on a refresh of VLE.

There was currently a digital assessment feedback project and members thoughts on how to disseminate more widely would be welcomed.

DLEP would now be attached to the Student Experience Action Plan.

A digital version of the Quality handbook developed for 2018-19 (following Senate approval)

▪ APPC/Senate

The revisions to the Assessment Regulations had been approved.

▪ Surveys and Similarity Software

Both survey and similarity software were being reviewed.

## Enhancement-Led Internal Subject Review (GSBS)

### *Department of Business Management*

**17.136 Considered:** The report of the Enhancement-Led Internal Subject Review of the Department of Business Management within the Glasgow School *for* Business and Society, held on 10-11 April 2018, and the Department's/School's action plan response.  
**(Doc LTSC17/67/1)**

**17.137 Discussion:** Members made the following points:

- Action 3 (P1) – Business development/website – members recommended contacting the Project Lead on the University Website Project (Lynda Molloy.)
- Action 4 - Blended Learning Leads assessment of staff competencies – members felt there was a possible duplication with AQD work and recommended contacting AQD to ensure duplication was avoided (Sheila MacNeill).
- P 63 Disability/Positive Living/Wellbeing were being used interchangeably this section requires to be updated to make distinct and to use the current service title.
- Recommendations in relation to mental health support were noted and would be factored into the University response.

**17.138 Resolved** That the report be approved subject to the above amendments.

## **Evidence for Enhancement: Improving the Student Experience End of Year 1 Report**

**17.138 Considered:** A report on the year 1 progress of the new enhancement theme; Evidence for Enhancement: Improving the Student Experience.  
**(Doc LTSC17/68/1).**

**17.139 Reported:** By Professor Andrew that the report captured outcomes for the first year e.g. established GCU QET team, integration with SEAP, student and professional services participation. The report noted the funding of Student Experience Scholarships and gave detail of the 2018 Student Summit on mental health. The partnership agreement *Working in Partnership* was detailed.

The Quality Enhancement Themes conference for 2018 had been held at GCU.

**17.140 Discussion:** Members discussed evidence of the impact on policy and practice, e.g the move from academic advisors to personal tutors, the ongoing MITs review. Members also discussed the need to manage the rollout of policy and procedure with good communications.

**17.141 Resolved:** That the report be noted.

## **Plagiarism Overview 2016/17**

**17.142 Considered:** An overview report of Plagiarism offences report in Session 2016/17.  
**(Doc LTSC17/60/1)**

**17.143 Discussion:** Members noted the recommendation in relation to increased cases at levels 2 and 3. It was felt there needed to be more comparative data (year on year) to indicate the scale of the increase and any other trends along with a breakdown by levels.

**17.144 Resolved:**

1. The report be updated in line with the above
2. GCU London be asked to share their report on actions to address plagiarism.
3. That the updated information be shared with the LTQs.

## **GCU Student Surveys 2017-18**

**17.145 Considered:** A paper on Student Surveys at GCU (Doc LTSC17/74/1).

**17.146 Reported:** By Ms Crockett that there had been 2 GCUES in March 2018 and this included a taught postgraduate survey for the first time.

The response rate for undergraduate survey was lower than last year at 29%. 11 new questions were added to the 2018 undergraduate survey including a new section on Student Support and questions relating to Academic Advisors.

**17.147 Discussion:** Members noted the large drop in overall satisfaction by level 1 students (9%). Also of concern were outcomes related to timetabling and feedback. Members discussed the possible reasons for dissatisfaction with timetabling and agreed there were issues which hopefully will have been resolved for 2018-19.

It was also agreed that where action has been taken to address low satisfaction, the action should be communicated better to students.

**17.148 Resolved** That the report be noted.

## **PART B (FOR APPROVAL)**

### **Extension to Period of Approval**

**17.149 Approved:** Deferment of approval for a further year for the following programmes: BA (Hons) Social Work; BSc (Hons) Diagnostic Imaging; BSc (Hons) Occupational Therapy; BSc (Hons) Physiotherapy; BSc (Hons) Podiatry; BSc (Hons) Radiotherapy and Oncology; MSc Occupational Therapy (Pre-registration); MSc Physiotherapy (Pre-registration); MSc Social Work. To enable teams to assess recent intelligence relating to the external environment to ensure fit for purpose and futureproofed programmes and maintain our competitive edge (**Doc LTSC17/62/1**).

### **Programme Approval: *Master of Public Health***

**17.150 Approved:** The outcomes of the Programme Approval Event held on 7<sup>th</sup> December 2017. The Programme Approval Panel are satisfied that the Programme Team has met the requirements and recommendations of the Panel and it is their recommendation that the above named programme is placed in indefinite approval with effect from September 2018 subject to the University's normal arrangements for monitoring and review. (**Doc LTSC17/63/1**)

### **Programme Review**

#### ***MSc 3D Design for Virtual Environments with additional pathways:***

- ***MSc 3D Design for Architecture***
- ***MSc 3D Design for Computer Games***
- ***MSc 3D Design for Visual Effects***

**17.151 Approved:** The outcomes of the Programme Review Event held on 22<sup>nd</sup> November 2017. The Programme Review Panel are satisfied that the Programme Team has met the requirements and recommendations of the Panel and it is their recommendation that the above named programmes remain in indefinite approval with effect from September 2018 subject to the University's normal arrangements for monitoring and review. (**Doc LTSC17/64/1**)

### **Programme Review: *MSc Diabetes Care and Management***

**17.152 Approved:** The outcomes of the Programme Review Event held on 24<sup>th</sup> November 2017. The Programme Review Panel are satisfied that the Programme Team has met the requirements and recommendations of the Panel and it is their recommendation that the above named programme remains in indefinite approval with effect from September 2018 subject to the University's normal arrangements for monitoring and review. (**Doc LTSC17/65/1**)

### **Programme Review**

#### ***School of Health and Life sciences postgraduate programmes:***

***MSc Advanced Practice***

***MSc Diagnostic Imaging***

***MSc Physiotherapy***

**17.153 Approved:** The outcomes of the Programme Review Event held on 8<sup>th</sup> November 2017. The Programme Review Panel are satisfied that the Programme Teams have met the requirements and recommendations of the Panel and it is their recommendation that the above named programmes remain in indefinite approval with effect from September 2018 subject to the University's normal arrangements for monitoring and review.

(Doc LTSC17/66/1)

**Extension to Period of Approval**

***BSc Operating Department Practice***

**17.154 Approved:** An extension to the period of programme approval for the BSc Operating Department Practice. This programme is currently in approval until September 2019, however a strategic decision by the University will result in this programme being withdrawn from the University's portfolio once the final intake of students, who commenced in September 2017, have completed the programme. The decision to withdraw this programme from the Portfolio negates entering formal re-approval processes; consequently, the request for an extension to the period of approval is requested.

**(Doc LTSC17/70/1)**

**Extension to Period of Approval**

***PgD Advanced practice in District Nursing***

**17.154 Approve:** A request to extend GCU period of programme approval for 12 months. The PgD Advanced practice in District Nursing programme was last reapproved in 2014, and remains in approval for continued delivery by the University until September 2019 and by the Nursing and Midwifery Council (NMC) until 2020 (NMC, as from 2014, confer a 6 year period of approval). In acknowledgement of the aforementioned disparity in the approval periods, a deferment of the GCU re-approval date until September 2020 is being sought.

**(Doc LTSC17/71/1)**

**SWBE Associate Lecturers**

**17.155 Approved:** The appointment of Charlie Maclean-Bristol as Associate Lecturer to undertake the Module Leader role on the MSc Railway Operations Management, a collaboration between the University of Johannesburg, The Institution of Railway Operators (IRO) and GCU'S School for Work Based Education.

**(Doc LTSC17/69/1)**

*Note: In accordance with University procedure, as set out in Appendix 10 (g) of the Quality Enhancement and Assurance Handbook, the CVs have been scrutinised by the respective Host School/Academic Unit and confirmed as meeting the essential criteria for Associate Lecturers.*

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

**17.155 Approved:** Conferment of professional recognition of teaching and supporting student learning (UKPSF11) for GCU staff.

**(Doc LTSC17/73/1)**

**Programme Change Proposal**

***MSc Advanced Paramedic Practice***

**17.156 Approved:** A proposal to amend the modules and programme structure of the MSc Advanced paramedic Practice, to more fully align with the educational requirements of a specialist Paramedic. It is recommended the amendments to the MSc Advanced Paramedic Practice programme are approved and the programme is placed indefinite approval with

effect from September 2018 subject to the University's normal arrangements for monitoring and review (**Doc LTSC17/75/1**) subject to the following clarifications:

1. In the PSP (page 29, table 1) the total number of SCQF credits gained via programme specific modules was queried as a typo (document stated 120 credits).
2. In the PSP (page 29), table 2 listed 4 optional modules. (3 x 30 credit modules plus 1 x 15 credit modules). It was queried as to how the 15 credit module could be used to accumulate the required number of credits (180) to achieve a final award.
3. In the PSP (page 29), table 2 listed 4 optional modules. 2 of these modules had the same title yet one held a 30 credit rating, whilst the second module held a 15 credit rating.

#### **Programme Approval - Graduate Apprenticeships**

##### ***BSc/BSc (Hons) Software Development for Business and BSc/BSc (Hons) Information Technology Management for Business***

**17.157 Approved:** The Report of the Programme Approval Event held on 15<sup>th</sup> February 2018: Conclusions, Requirements and Recommendations and the Programme Team's responses to the Review Panel (**Doc LTSC17/76/1**) subject to a check that all requirements have been met.

#### **Addendum: Changes to BEng (Hons) Building Services Engineering**

**17.158 Approved:** Proposed module changes to BEng (Hons) Building Services Engineering:

- i) replace Electrical Technology (M1H602907) with Electrical Principles and Circuit Theory (M1H623526)
  - ii) replace Electrical Power Systems (M2H602917) with Electrical Systems (M2H624225)
- (**Doc LTSC17/77/01**).

#### **Chair's Action**

**17.159 Received:** Notification that the following has been approved by Chair's Action since the last meeting of the Committee:

##### **PROGRAMME REVIEW (ADDENDUM):**

##### **DEPARTMENT OF LAW, ECONOMICS ACCOUNTANCY AND RISK POSTGRADUATE PROGRAMMES:**

**MSc Accounting, Finance and Regulation (incl. Fast Track)**

**MSc International Banking, Finance and Risk Management**

**MSc Risk Management**

Approval of a change of module delivery from trimester A to trimester B and vice versa to allow for the delivery of the MSc International Banking, Finance and Risk Management in Shenyang Normal University.

(**Doc LTSC17/61/1**)

#### **Complaints Overview 2016-17**

**17.160 Received:** For information, the Complaints Overview Report for Session 2016-17 as considered by University Senate.  
(**Doc S17/27/1**)

#### **SDC Annual Report 2016-17**

**17.161 Received:** For information, the Senate Disciplinary Committee Overview Report for Session 2016-17 as considered by University Senate.  
**(Doc S17/28/1)**

**Annual Monitoring Reports- Areas for University Consideration**

**17.162 Received:** For information, Annual Monitoring Reports - Areas for University Consideration as considered by APPC.  
**(Doc APPC17/35/1)**

**GCU London School Board Minutes**

**17.163 Received:** The minutes of the meetings of the GCU London School Board held on:

- i. 22<sup>nd</sup> November 2017 **(Doc GCUL/SB/17/11)**
- ii. 14<sup>th</sup> February 2018 **(Doc GCUL/SB/18/2)**