

## LEARNING AND TEACHING SUB-COMMITTEE

### Minutes of the meeting held on 8<sup>th</sup> March 2017

- Present:** Prof. N Andrew, Mr C Choromides (Vice Mrs Wright), Mr J Docherty, Dr S Rate, Dr M Ferguson, Dr G Gibson, Mrs M Kelt, Dr R Marciniak, Dr N McLarnon, Dr A Nimmo, Mrs K Roden, Miss K van Dongen, Mr K Ward, Prof. R Whittaker (Chair).
- Apologies:** Mr C Azubuike, Mr C Beaumont, Mr K Campbell, Dr K Halcro, Mr K Ikeh, Ms J Main, MDr J Paterson, Mr I Stewart, Prof. V Webster, Ms A Williams, Mrs M Wright.
- By Invitation:** Mr G Burns, Ms S Fraser-Robertson.
- In Attendance:** Mrs L Clark, Department of Governance (Secretary), Ms C Craig (INTO), Mr I Butchart (INTO).

### Chair's Opening Remarks

The Chair welcomed members to the third meeting of the Committee in Session 2016/2017. She welcomed Dr Ferguson to her first meeting in her new role as Assistant Head of Department Learning, Teaching and Quality and also noted Dr Gillian Gibson (SHLS) and Mr Joe Docherty (GSBS) joined the Committee as newly elected academic staff members.

### Minutes

- 16.62 Considered:** The unconfirmed draft minute of the meeting of the Learning and Teaching Sub-Committee held on 18<sup>th</sup> January 2017.  
**(Doc LTSC16/44/1)**
- 16.63 Resolved:** That the minute be confirmed as a correct record.  
**Action: Mrs Clark**

### Matters Arising

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

### LTSC Membership

(Arising 16.35)

- 16.65 Reported:** That the three main Glasgow Campus Schools Boards have now provided the following elected members to fill the vacant posts:

Dr Gillian Gibson, SHLS  
Dr Jim Paterson, SEBE (Apologies)  
Mr Joe Docherty, GSBS

SWBE

(Arising 16.43)

**16.66 Reported:** That due to unexpected absence of a number of key staff contributing to the Annual Monitoring report it has not been possible for the submission to be completed in time. The report will therefore be submitted for consideration at the June meeting of LTSC.

Graduate School

(Arising 16.45)

**16.67 Reported:** The Graduate School submission of the Annual Monitoring report will be deferred until the June meeting of LTSC. The delay has come about because of the need to complete the full external review of the University's cross-school ProfD and MRes provision in October/November 2016 and the need to transition to the new management structures arising from the Research Directorate Shaping 2020 project which has only recently been settled from January 2017.

Programme Withdrawal

*MSc IT (Oil and Gas)*

(Arising 16.58)

**16.68 Reported:** That following referral to APPC the programme withdrawal was subsequently approved by University Senate on 24<sup>th</sup> February 2017.

Chair's Report

**16.69 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:

- Module evaluation

A full scale roll out of Explorance blue will commence on 27<sup>th</sup> March 2017. This will complement the NSS and 2 HE PGT and PGR surveys. Staff notification will be issued in due course as would notification to students via GCU Learn or student email.

- Digital Capabilities Survey

A draft digital learning implementation plan had been circulated to ADLTQs for feedback. This survey is intended to be a mechanism for assessing digital learning across the university.

- Student Experience Action Plan

A short life working group is convening to review the success criteria. Once this has been completed the Action plan will then be communicated to staff.

- 2020 Student Scholarship Project

- Quality Enhancement Themes Update

The standing item updating on Quality Enhancement Themes had been omitted from the agenda. As such, the Chair invited Dr Nimmo to provide a verbal update later in the agenda with the standing item update report included on the agenda for future meetings.

## Annual Reports on Monitoring, Quality Assurance and Enhancement of Programmes for Session 2015/16

**16.70 Considered:** Annual Reports on Monitoring, Quality Assurance and Enhancement of Programmes for Session 2015/16.

i. INTO (Doc LTSC16/50/1)

*Presented by School Associate Deans of Learning, Teaching and Quality or equivalent*

**16.71 Considered:** A graph of INTO Completion and Progression was tabled for members information.

**16.72 Noted:** English language provision was noted as being the primary area for wider University consideration. It was noted that ongoing underpinning of English is provided via in sessional support with a focus on ability to express an understanding in key technical language. Increased promotion of in session support is required to improve student engagement. Members were advised that Morna Lawson is leading on work in this area in co-ordination with Jackie Main.

### International Student Barometer 2016 – School Level Results

**16.73 Considered:** A paper on the International Student Barometer 2016 – School Level Results submitted for information and discussion.  
(Doc LTSC16/45/1)

**16.74 Noted:** The following was noted in discussion:

- That information from the ISB is shared with Marketing and Communications in order to celebrate successes.
- That certain departments were doing particularly well and members would welcome a case study to capture successes for academic development purposes.
- Poor performance around arrivals was noted.
- A breakdown of exchange student versus full student experience would be welcomed.

### Quality Enhancement Themes

**16.75 Received:** A verbal update from Dr Nimmo, Quality Enhancement Themes LEAD on the Quality Enhancement Themes.

### PART B (FOR APPROVAL)

#### Programme Extension

##### *BSc Paramedic Practice (Top-up)*

**16.76 Approved:** Extension of period of approval (deferral of review) of the BSc Paramedic Practice (Top-up) delivered by the Scottish Ambulance Academy.  
(Doc LTSC16/49/1)

#### Programme Review

##### *BA (Hons) Social Sciences*

**16.77 Approved:** Outcomes from the review of BA (Hons) Social Sciences held on 13th December 2016. The Programme Team has met the requirements and recommendations of the Panel and the programme is recommended for indefinite approval from September 2017 subject to the University's normal arrangements for monitoring and review.  
(Doc LTSC16/48/1)

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

**16.78 Approved:** To endorse conferment, following approval by the recognition panel, of professional recognition of teaching and supporting student learning (UKPSF11) for GCU staff.  
(Doc LTSC16/46/1)

## **PART C (FOR INFORMATION)**

### **Enhancement-led Internal Subject Review (ELISR) Year-on Progress Reports**

**16.79 Received:** Year-on Progress Reports on the ELISRs which took place as follows:

School of Health and Life Sciences in 2015/16:

- Department of Nursing and Community Health (30 November – 1 December 2015)

School of Engineering and Built Environment in 2014/15:

- Department of Engineering (16-17 April 2015)

(Doc LTSC16/47/1)

### **Student Information Management System Project Board Report**

**16.80 Received:** The Student Information Management System Project Board Report February 2017.  
(Doc LTSC 16/51/1)

### **GCU London School Board Minutes**

**16.81 Received:** Confirmed minutes from the meetings of the GCU London School Board held on:

- i. 27<sup>th</sup> April 2016 (Doc GCUL/SB/15/29/1)
- ii. 5<sup>th</sup> October 2016 (Doc GCUL/SB/16/10/1)

### **Senate and Standing Committee Calendar of Meetings Session 2017/18**

**16.82 Received:** The Senate and Standing Committee Calendar of Meetings Session 2017/18 as approved by Senate on 24<sup>th</sup> February 2017.  
(Doc S16/50/1)

**16.83 Reported:** By the Chair, that the schedule of meetings for LTSC for Session 2017/18 has been adjusted. The January and March meetings in 2018 have been amalgamated into one half day session in March which will combine presentation of Annual Monitoring reports, allowing additional time for approval at school board, along with any other Committee business.

### **Date of Next Meeting**

**16.84 Received:** Notification that the next meeting of the Learning and Teaching Sub Committee will be held on Wednesday 21<sup>st</sup> June 2017 at 14:00 Hrs in Room CEE04 (Centre for Executive Education).