

## LEARNING AND TEACHING SUB-COMMITTEE

### Minutes of the meeting held on 16<sup>th</sup> August 2017

**Present:** Prof. N Andrew, (Vice Mrs Wright), Mr J Docherty, Dr M Ferguson, Dr G Gibson, Dr K Halcro, Mrs M Kelt, Dr F Kennedy, Mrs M McCann, Mr B Owen, Dr J Paterson, Mrs K Roden, Miss R Simpson, Dr C Smith (Vice Mrs Wright), Prof. R Whittaker (Chair), Ms A Williams.

**Apologies:** Mr C Beaumont, Mr C Choromides, Ms J Main, Dr R Marciniak, Dr A Nimmo, Mr P Stalker, Prof. V Webster, Mrs M Wright.

**By Invitation:** Ms S Fraser-Robertson.

**In Attendance:** Mrs L Clark, Department of Governance (Secretary).

### Chair's Opening Remarks

The Chair welcomed members to the first meeting of the new academic session particularly Miss Simpson and Mr Owen who were attending for the first time as new members.

The Chair noted that two additional papers, circulated to members the day prior to the meeting, would be considered on conclusion of the Part B items outlined on the agenda.

She also advised that item A.8, marked as to follow on the agenda, was tabled for member's consideration.

### Minutes

**17.01 Considered:** The unconfirmed draft minute of the meeting of the Learning and Teaching Sub-Committee held on 21<sup>st</sup> June 2017.  
**(Doc LTSC16/75/1)**

**17.02 Reported:** That minute 16.100, bullet 4 should be amended to read "NUS Scotland".

**17.03 Resolved:** That subject to the above amendment the minutes be approved as a correct record.  
**Action: Secretary**

### Matters Arising

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

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

i. SWBE  
(Arising 16.89)

**17.05 Reported:** Annual Report 15-16 noted as outstanding.

**17.06 Reported:** By Dr Smith that the report was not yet complete however Dr Choromides and Mrs Wright would pick up on return from annual leave.

**17.07 Resolved:** That SWBE staff be encouraged to liaise with their Academic Quality Business Partner for further guidance and support in respect of reporting.

ii. Graduate School  
(Arising 16.90)

**17.08 Reported:** That no progress update has been received since the last meeting in respect of the graduate school report.

**17.09 Resolved:** That graduate school staff be encouraged to liaise with their Academic Quality Business Partner for further guidance and support in respect of reporting.

International Student Barometer 2016 – School Level Results  
(Arising 16.91)

**17.10 Reported:** That this report had now been circulated to members.

Thematic Review of Post-Graduate Research Student Experience (2017-2018)  
(Arising 16.96)

**17.11 Reported:** That discussion regarding timescales had been taken offline and revisions agreed.

Chair's Report

**17.12 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:

- Student experience action plan
- Academic Quality Working Group

LTSC Annual Report 2016/17

**17.13 Considered:** The LTSC Annual Report to APPC for Session 2016/17.  
**(Doc LTSC17/1/1)**

**17.14 Resolved:** That the report be approved for submission to APPC.  
**Action: Secretary**

Plagiarism Overview Report 2015/16

**17.15 Considered:** The Plagiarism Overview Report 2015/16.  
**(Doc LTSC17/6/1)**

**17.16 Noted:** That in respect of GCU London statistics it would be useful for the total number of GCU London students to be presented for comparison.

**17.17 Resolved:** That, where possible, the total number of students per school be included for comparison in future reporting.  
**Action: Department of Governance**

Postgraduate Taught Survey 2017

**17.18 Considered:** A high level summary of GCU's results from the 2017 PTES, alongside those from key benchmark groupings.  
**(Doc LTSC17/7/1)**

**17.19 Noted:** The following points were noted in discussion:

- That the results were encouraging and performance against the sector was good.
- That promotion of surveys will continue going forward.
- That Postgraduate student reps could be of assistance in sharing of information in relation to the PTES going forward.

### **Postgraduate Research Survey 2017**

**17.20 Considered:** A high level summary of GCU's results from the 2017 PRES, alongside those from key benchmark groupings.  
**(Doc LTSC17/8/1)**

**17.21 Noted:** The following points were noted in discussion:

- That overall satisfaction was lower than the sector averaged and focus on this was therefore required.
- That Professor Donaldson will be holding sessions with relevant students to assist in addressing any identified issues.
- Concerns were noted in relation to research culture across institution particularly difficulties in appointing appropriate and experienced supervisory teams.
- That research culture is a sector wide problem and underscores the need for PGR thematic review to be taken forward.
- That PGR numbers have grown which has impacted on student/staff ratios.
- That Postgraduate student reps could be of assistance in sharing of information in relation to the PRES going forward.

### **National Student Survey 2017**

**17.22 Considered:** An overview of the 2017 National Student Survey (NSS) results at institutional and sector level.  
**(Doc LTSC17/9/1)**

**17.23 Noted:** The following points were noted in discussion:

- GCU received its highest response rate to date of 76%.
- A decrease on satisfaction was experienced from the previous year with a score of 81% however GCU is ranked 12th in Scotland and performs ahead of Napier (80%) and Queen Margaret (77%).
- That Organisation and Management performed poorly at 66% which could be attributed to timetabling issues which the Student Experience Action Plan will also address.
- That there are some areas of excellent practice with a number of programmes gaining over 90 % satisfaction. It is hoped best practice can be shared across the institution.
- With the introduction of online evaluation and ongoing work on satisfaction being addressed as a whole generally rather in response to NSS results it is hoped that results will improve in the next academic year.

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

### **LTSC Composition, Membership and Terms of Reference 2017/18**

**17.24 Approved:** The LTSC Composition, Membership and Terms of Reference for Session 2017/18.  
**(Doc LTSC17/10/1)**

**17.25 Resolved:**

- i. Terms of Reference 2017/18 approved for submission to APPC.  
**Action: Secretary**
- ii. A request was made from the Students' Association to remove Student Voice Co-ordinator from ex-officio membership. It was proposed that this post could alternatively be included under the "by invitation" category permitting attendance in a non-voting capacity.

Miss Simpson was invited to provide the Secretary with the rationale for the proposal in writing in order that the request be given further consideration in advance of the Composition and Membership being submitted to APPC for formal approval at its September meeting.

Otherwise members were content to approve the Composition and Membership for submission to APPC.

**Action: Miss Simpson/Secretary**

### **Appointment of Vice-Chair of LTSC Session 2017/18**

**17.26 Approved:** A recommendation from the Chair to appoint Professor N Andrew as Vice-Chair of LTSC for Session 2017/18.  
**(Doc LTSC17/11/1)**  
**Action: Secretary**

### **GSBS Programme Change Proposal - MSc International Business Management**

**17.27 Approved:** A proposal to change a module on the approved MSc International Business Management.  
**(Doc LTSC16/58/2)**

**17.28 Noted:** Following a request for additional information at the June meeting, members were content that details of the replacement module were now explicit and confirmation received that the external examiner had been appropriately consulted.

### **Programme Extension**

#### ***DPsych Counselling Psychology***

**17.29 Approved:** A request for the extension of period of approval for DPsych Counselling Psychology programme (School of Health and Life Sciences).  
**(Doc LTSC17/2/1)**

**17.30: Noted:** A request was received that the minute be clear that the DPsych programmes approved at this meeting are clinical doctorates.

### **Programme Review**

#### ***BSc Ophthalmic Dispensing/BSc Ophthalmic Dispensing Management (Formerly BSc Ophthalmic Dispensing)***

**17.31 Approved:** That the programme be recommended for indefinite approval from September 2017 subject to the University's normal arrangements for monitoring and review.  
**(Doc LTSC17/3/1)**

## Programme Approval

### *MSc Oil and Gas Innovation*

- 17.32 Approved:** That the programme be recommended for indefinite approval from September 2017 subject to the University's normal arrangements for monitoring and review.  
**(Doc LTSC17/4/1)**

## Programme Change Proposal

- 17.33 Deferred:** A proposal to amend module provision on the current BA Applied Business and Management programme.  
**(Doc LTSC17/5/1)**

- 17.34 Noted:** The following was noted in discussion:
- That the proposal did not include comments from the external examiner. Members would be keen to have sight of this prior to approval.
  - Concern was expressed that changing the modules may drastically alter the structure of the approved programme.
  - That the proposed modules are already part of the approved SWBE module catalogue.
  - That the proposal would benefit from review by the SWBE Academic Quality Business partner.

- 17.35 Resolved:** That the proposal, including external examiner comments, be reviewed by the SWBE Academic Quality Business Partner prior to further consideration by LTSC.

The Committee agreed to endorse the proposal and should the Academic Quality Business Partner be content with the external examiner comments and proposal combined LTSC Chair's Action may then be taken.

**Action: SWBE/Dr Smith and Secretary**

## Programme Approval

### *BSc Paramedic Science*

- 17.36 Approved:** That the programme be recommended for indefinite approval from September 2017 subject to the University's normal arrangements for monitoring and review. (*Note: Outcome of HCPC approval of programme currently pending.*)  
**(Doc LTSC17/13/1)**

- 17.37: Noted:** That formal confirmation of HCPC approval is expected to be received in week commencing 21<sup>st</sup> August. The paper was therefore approved in principle subject to receipt of HCPC approval.

- 17.38 Resolved:** Confirmation of HCPC approval to be forwarded to Chair and Secretary for Chair's Action to be raised.  
**Action: SHLS/Dr Kennedy and Secretary**

## Associate Lecturers

- 17.39 Approved:** The appointment of a number of Associate Lecturers (Institution of Railway Operators and University of Johannesburg) within the School of Work Based Education.  
**(Doc LTSC17/12/1)**

### Programme Approval

#### *DPsych Health and Wellbeing Psychology*

#### *DPsych Sports and Exercise Psychology*

**17.40 Approved:** That the programmes are recommended for indefinite approval from September 2017 subject to the University's normal arrangements for monitoring and review.  
**(Doc LTSC17/19/1)**

**17.41: Noted:** A request was received that the minute be clear that the DPsych programmes approved at this meeting are clinical doctorates.

### Programme Approval

#### *GLA Engineering: Design and Manufacture*

**17.42 Approved:** The GLA Engineering: Design and Manufacture programme is recommended for indefinite approval from September 2017 subject to the University's normal arrangements for monitoring and review.  
**(Doc LTSC17/20/1)**

### PART C (FOR INFORMATION)

#### Chair's Action

**17.43 Received:** Notification of the following approvals via LTSC Chair's action:

- i. Credit Rating of External Education – Diploma in Expedition and Wilderness Medicine (Royal College of Physicians and Surgeons of Glasgow)

To approve the recommendations of the credit rating panel and ratification of their judgement of SCQF and credit level points.

**(Doc LTSC17/14/1)**

- ii. GSBS Programme Change Proposal

Approval of a proposed change to a module on the BA Hons International Supply Chain Management programme.

**(Doc LTSC17/15/1)**

#### GSBS Programme Change Proposal - Master of Business Administration (MBA)

**17.44 Received:** Following approval at the 21<sup>st</sup> June 2017 meeting an updated paper has been received to take account of a number of changes which were discussed, namely a number of proposals for the approved Master of Business Administration including a proposed extension to the review cycle.  
**(Doc LTSC16/60/2)**

#### QAA Enhancement Theme: Student Transition

**17.45 Received:** The Year 3 Report on Engagement with the Student Transition Enhancement Theme May 2017.  
**(Doc LTSC17/17/1)**

#### Digital Assessment Policy

**17.46 Received:** The Digital Assessment Policy.  
**(Doc LTSC17/16/1)**

## Digital Learning Implementation Plan

**17.47 Received:** The Digital Learning Implementation Plan.  
(Doc LTSC17/18/1)

## GCU London School Board Minutes

**17.48 Received:** Confirmed minutes from the meetings of the GCU London School Board held on 7<sup>th</sup> December 2016.  
(Doc GCUL/SB/16/2)

## Schedule of Meeting Session 2017/18

**17.49 Received:** Notification that the scheduled of remaining LTSC meetings for Session 2017/18 is as follows:

Wednesday, 25 October 2017	Room CEE2
Wednesday, 7 March 2018 (Annual Monitoring ½ day session)	Room B024
Wednesday, 20 June 2018	Room CEE1

Meeting requests have been issued to LTSC members via the [Senate&Committees@gcu.ac.uk](mailto:Senate&Committees@gcu.ac.uk) inbox.