

UNIVERSITY OF YORK

Senate

TEACHING COMMITTEE

Minutes of the meeting held on 14 July 2022

Present:

Michelle Alexander	Jen Gibbons	Mark Nicholson
Tom Banham	Claire Hughes	Matthew Perry
Michael Bate	Ekansh Kapoor	Andrew Pickering
Ed Braman	Steve King	Dave Smith
Wayne Campbell	Petros Kefalas	Jen Wotherspoon
Tom Cantrell	Barry Lee	
Sam Cobb	Tracy Lightfoot (Chair)	
Patrick Gallimore	Sinéad McCotter	

In Attendance: Georgia Stephenson, Teng Lingshuai Zhang

Apologies: Martin Cockett, Deb Dey, Kirsty Lingstadt, Lisa O'Malley, Jane Warne, Jill Webb

CATEGORY I BUSINESS**M21-22/84 Welcome**

The Chair welcomed Georgia Stephenson (YUSU Student Engagement Coordinator) and Teng Lingshuai Zhang, the GSA's Vice President - Academic from 1st September. The Chair thanked members who would be leaving the Committee, Ekansh Kapoor, Barry Lee and Martin Cockett and noted the contribution that they had made.

M21-22/85 Declarations of Interests

There were no declarations of interest relating to the business to be discussed.

M21-22/86 Minutes and Matters Arising

The Committee **approved** the minutes of the meeting held on 9 June (UTC.21-22/52). Members received an update on matters arising (UTC.21-22/52) and noted that the action relating to the report on supervision was still to be completed.

M21-22/87 Oral Update from the Chair

The Committee **received** an oral update from the Chair:

- The University had performed well in the NSS; Overall Satisfaction had increased from 77.92% to 80.03%, with the sector average at 76.29%. The University remained top for Academic Support for the 6th year running. The chair would be working with the Associate Deans (TLS) on a full institutional analysis and the focus would be on sharing good practice.
- Steve King had been appointed as Associate PVC (TLS). The Committee congratulated Steve and noted that recruitment for a new Associate Dean (TLS) for Sciences was underway.
- The Chair thanked David Gent for his support in preparing for the University's TEF submission. An Operational Group was being formed and an initial meeting had been scheduled for 2nd August.
- The 3 year review of Computer Science Online Provision would take place on 15th July. Michael Bate was thanked for agreeing to act as the internal Panel member on the review.
- It had been agreed that, as part of modularisation and semesterisation, some programmes could be advertised subject to approval. This included: the suite of Finance Programmes, BA Sociology with Education and BSc PPE.
- The Chair was reviewing UTC's membership for 2022/23 and would be in touch with members over the summer to let them know the outcome of this.

M21-22/88 Oral Update from the Student Representatives

The Committee **received** an oral report from the YUSU representative as follows:

- The new SABs were almost at the end of their training period.
- YUSU was looking at its welcome activities and was considering a 'welcome term' for new and returning students.
- It was noted that the University's score for the NSS question on satisfaction with the Student Union had gone down. The University typically performed poorly on this question and it was thought that the lack of a Student Union building, and possibly the role of colleges, may impact responses.

The Committee **received** an oral report from the GSA representative as follows:

- Preparations were underway for the postgraduate welcome week and 'network week' in September
- There had been a significant rise in cases at the GSA Advice service. The GSA would share the statistics once they were available.

- The GSA was working with YUSU on its pilot project for the recruitment of academic reps.
- The GSA was pleased that its campaign to waive the continuation fee for PGR students had been successful. Ekansh thanks the University and the YGRS Board for support with this.

M21-22/89 PGT External Examiner Reports

Stephen Gow attended to present the paper

The Committee **received** a summary of PGT external examiners' reports (UTC.21-22/53). The summary had also been received by SCA.

All external examiners had confirmed that:

- Standards set are appropriate for the level of the qualification.
- Academic standards and the achievements of students are comparable with similar programmes in other UK institutions.
- Processes for assessment, examination and the determination of awards were rigorous, sound and fairly conducted in line with the University's regulations and procedures.

During discussion it was noted that:

- Examiners had highlighted excellent examples of innovative assessment and these examples should be better disseminated across the university. SCA would be considering how to do this effectively.
- There were concerns about the 'near miss policy' for English language requirements and the use of Duolingo to assess language.
- It was suggested that the University's policy to return feedback within 20 working days may contribute to students receiving limited feedback in some cases.
- The University is working on an inclusive assessment project with UCL, Imperial and Manchester. It was noted that Manchester had been trialling offering students a choice of assessment method.
- Academic misconduct in online exams was a concern.
- It was suggested that it would be timely to review the process for investigating academic misconduct cases. UTC agreed that SCA should consider this, and suggested that a process similar to the one used for Special Cases may better suit the increased number of cases.

Action: SCA

The Committee was supportive of the recommendations identified in the report and for SCA to identify actions to address these.

M21-22/90 Non-Standard Attendance Patterns

The Committee received a spreadsheet which identified all the programmes that would not be delivered in the new semester structure (UTC.21.22/54).

The number of programmes had been kept to a minimum, and it was hoped that it could be reduced further, for example if the placement schedule of professional programmes could be changed in future. The Committee thanked Tom Richens for collating the list and **approved** the attendance patterns that were presented.

M21-22/91 Senior Leader Apprenticeships Programme, Management

The Committee **considered** a proposal (UTC.21.22/55) from the York Management School for a full-time Senior Leader Apprenticeship: 'Postgraduate Diploma in Strategic Leadership', to start in January 2023 with a PGDip and MBA top-up structure delivered by blended learning. The programme had obtained Planning approval from the DSG and had been endorsed by the University Apprenticeships Monitoring Board. UTC was asked to approve the apprenticeship part of the programme (the PGDip and PGCert exit award 'PGCert in Strategic Leadership'). The MBA top-up would be considered by the FLTG.

The proposal had been considered by an external assessor who recommended that the proposal should proceed.

The programme had been reviewed in advance by Michelle Alexander and Mark Nicholson. The reviewers recommended the programmes approval subject to a number of conditions and recommendations:

Conditions

- Clarify reassessment tasks and ensure that they are proportionate
 - the reassessment exam for module 1 should be replaced with an appropriate coursework task
 - consider the use of smaller word counts for reassessments or employ reassessment via resubmission.
- Make it clear that the PGCert exit award can be achieved through any combination of modules.
- Make it clear that the MBA is not part of the apprenticeship in the outward facing information
- Check to ensure that the documentation is clear and consistent. This must involve
 - ensuring that the stated planned hours of activity delivered as on-the-job training matches the hours of on-the-job training indicated in each module descriptor.
 - ticking the box to confirm that learners receive a minimum of the programme's total credit volume as off-the-job training

- removing draft text from the planning section of the approval document

Recommendations

- Rephrase the Statement of Purpose to portray the course in a more engaging manner.
- Consider the wording suggestions provided by the reviewers on the PLOs.
- Make the rationale for the acceptance of a 2.2 UG degree entry for masters level clear in the documentation. Flexibility in the eligibility criteria allows for the fact that the learners will generally have at least 10 years work experience in leadership positions.
- Make it clear in the documentation that Quarter 3 in each year is used for holidays / work catch up / reassessment.

During discussion the Committee noted that:

- The response to the external assessors comments should be shared with the committee
- The programme team had been liaising with the Apprenticeships team about Governance structures
- Network Rails involvement had not been confirmed
- The programme had been designed in order that it could be adaptable to other partners

The Committee **agreed to approve** the proposal, subject to the conditions identified by the reviews and agreed that the revised documentation could be signed-off by the Chair.

CATEGORY II BUSINESS

M21-22/92 Programmes and Modifications

The Committee noted that with reference to M21-22/79, the Chair had signed off final versions of the CITY College validated new programme and modifications reported previously.

In addition, the Chair had approved (01/07/2022) modifications to the BA in English Language, Linguistics and Literature affecting stage 2 and 3 of the programme for the 2021/22 cohort and stages 1-3 of cohorts 2022/23 onwards. Changes to the programme structure, assessment load and the titles of some modules were needed to ensure graduates of the programme met Greek government expectations for content covered in such a degree, mitigating the risk of graduates being required to take additional courses in public universities before their York validated degree would be recognised.

M21-22/93 Reports and Updates

The Committee noted the conjoint Nursing and Midwifery Council and University of York Approval Event for the BMid (Hons) and MMid programmes in the Department of Health Sciences, held on 11th May 2022 had approved the programmes subject to conditions, which have since been approved by the Chair of UTC and were as follows:

- an exemption from the Credit Transfer/RPL policy
- The use of Pass/Fail, non-re-assessable modules

The Committee received the final report from the Supervision Policy Framework Working Group: Scoping 'Supervision' at York (UTC.21-22/56)

M21-22/94 Sub-committees

SCA

The Committee received the SCA Summary of its meeting on 8 July (UTC.21-22/59).

Faculty Learning and Teaching Groups

The Committee received a report of the Faculty Learning and Teaching Group for Arts and Humanities held on 8 June (UTC.21-22/58).

Apprenticeships Monitoring Board

The Committee received the Terms of Reference of the Apprenticeships Monitoring Board (UTC.21-22/57a) and Minutes from meetings on 30 November 2021 and 31 March 2022 (UTC.21-22/57b,c)

M21-22/95 Meetings (all to be hybrid, room TBC, from 9.30-12.30)

- 29 September
- 24 November
- 19 January
- 30 March
- 8 June
- 13 July