

UNIVERSITY COMMITTEE ON TEACHING AND LEARNING

UNIVERSITY OF ABERDEEN

UNIVERSITY COMMITTEE ON TEACHING & LEARNING

DRAFT Minute of the meeting held on 21 March 2012

Present: Professor P McGeorge (Convener), Ms J Batty, Ms J Bjorkqvist, Dr B Connolly, Dr S Davies, Mr P Fantom, Dr G Mackintosh, Dr J Morrison, Professor W Naphy, Dr K Shennan, Ms P Spence, Dr R Wells, Ms E Hay (Minute Secretary)

Apologies: Ms T Birley, Mr B Lockhart, Mr D Paterson, Dr R Bernard (Clerk)

RESTRUCTURE OF THE CLASS REPRESENTATIVE SYSTEM

(UCTL/210312/001)

- 1.1 The Committee received the paper on the Restructure of the Class Representative System. The Committee noted the importance of School Conveners and requested clarification of their role. The Committee asked that School Conveners make themselves known to schools. Ms Bjorkqvist agreed to feed this back to School Conveners.

ACTION: JB

PERSONAL TUTORING SYSTEM

(UCTL/210312/002)

- 2.1 The Committee noted the paper on the proposed personal tutoring system and acknowledged that it had been considered by the Committee at an earlier meeting. The Committee noted concern over potential issues the proposals may have with the Unions, however, acknowledged this was outside the remit of the Committee. The Committee agreed that the paper should be taken to the May meeting of Senate for discussion.

ACTION: CLERK

UPDATE ON TEACHING QUALITY WORKING GROUP

(Oral Report and UCTL/210312/003)

- 3.1 The Convener informed the Committee of the work of the Assessing Teaching Quality working group who, in light of the Framework for Academic Excellence, have been looking at ways of assessing Teaching Quality. The Committee were informed that the group had been working to establish a formative process of gauging feedback, specifically looking at 360° feedback models. The Committee noted the paper of draft questions circulated for information.
- 3.2 The Committee noted that the group had discussed the proposed model with the Higher Education Authority as part of their Reward and Recognition Enhancement (RARE) programme.
- 3.2 The Convener informed the Committee that the groups' proposal would be to pilot the feedback model. Students (class representatives) and staff would be involved in this process. The Committee noted that anyone undertaking the exercise would need the appropriate training and that some of the questions listed would not be applicable to all parties completing the questionnaire. The Convener acknowledged these concerns and assured the Committee that the group would take these issues into account. The Convener informed the Committee that the process was envisaged to be formative and for developmental purposes by informing the appraisal process. The Committee confirmed they were comfortable with the initial process.

COLLABORATIVE PROVISION

(UCTL/210312/004)

- 4.1 The Committee noted the paper on Collaborative Provision and acknowledged that the proposals had previously been considered by the Committee. The Committee agreed that the second option of a shorter form was preferable. The Convener confirmed that this opinion mirrored that of the Heads of School.
- 4.2 Members of the Committee noted concern that agreements with Institutions outside of Europe would automatically be considered 'high risk'. The Committee agreed that the process should be piloted as it currently stands with the recommendation that the gradient structure be reviewed in line with the risk register in Autumn 2012.

ACTION: CLERK

HIGHER FOUNDATION ACHIEVEMENT RECORD (HEAR)

(UCTL/210312/005)

- 5.1 The Committee noted the paper on the HEAR in follow up to the discussions held at the January meeting of the UCTL. The Committee noted the STAR award would be the only University endorsed activity to appear in section 6.1.
- 5.2 The Committee were informed of the proposal to include Student Association roles in section 6.2. These would be recognised but not accredited roles, agreed by an AUSA based verification panel (AUSA). The Committee agreed to the new proposal and agreed that the item should progress to Senate for approval.

POSTGRADUATE TAUGHT GRADUATE ATTRIBUTES

(UCTL/210312/006)

- 6.1 The Committee noted the paper on Postgraduate Taught (PGT) Graduate Attributes prepared following discussions at the Postgraduate Committee. The Committee welcomed the PGT Graduate Attributes and agreed that the Undergraduate attribute on active citizenship and internationalisation should be edited to match that proposed for PGT.
- 6.2 The Committee noted concern in how the attributes were labelled, and the potential difficulties in distinguishing between level 5 UG and PG. The Committee agreed to propose to Senate that the attributes should be listed by SCQF level and not level of study. The Committee agreed that the item should go to the Senate for approval on the recommendation of the UCTL.

MONITORING

(Oral Update)

- 7.1 The Convener updated the Committee on changes made to the Monitoring process.

JANUARY EXAMS

(UCTL/210312/007)

- 8.1 The Convener thanked members of the Committee for their efforts with the return of results following the January exam diet. While acknowledging that there remain some issues to be addressed, the improvement on last year had been significant.