



## Senate

<b>Paper Title</b>	<b>Vice-Principal's (Teaching and Learning) Advisory Group: Executive Summary of 14 May 2014 meeting</b>
<b>Outcome requested</b>	Senate is asked to <b>note</b> the report.
<b>Points for Senate members to note and further information</b>	<ul style="list-style-type: none"> <li>• The Vice Principal's (Teaching and Learning) Advisory Group meets three times a year. This is the report of the third and final meeting of 2013-14.</li> <li>• The purpose of the Group is to:             <ul style="list-style-type: none"> <li>○ comment on the Teaching and Learning Strategy and to monitor progress against targets;</li> <li>○ make recommendations to Senate on proposed policies and procedures that relate to teaching and learning, including those that are focused on academic quality and standards, and widening participation;</li> <li>○ advise on draft policies before they are put before Senate for approval;</li> <li>○ make recommendations to QMSE and advise the Vice Principal on the operation of policies; and</li> <li>○ other matters referred to the Vice-Principal by Senate and QMSE.</li> </ul> </li> <li>• The members of the Group are the Faculty Deans for Taught Programmes, one student representative elected from each Faculty and two postgraduate taught student representatives, the QMSU Vice-President Education, the Chairs of teaching and learning related User Groups and Task and Finish Groups, representatives of relevant areas of the Professional Services, one Subject Examination Board chair and one Degree Examination Board chair.</li> </ul>
<b>Questions for Senate to consider</b>	<p>The paper is <b>provided for information</b>.</p> <p>Particular points to note include:</p> <ul style="list-style-type: none"> <li>• <i>Vice-Principal's Update April 2014</i> (section 1) The update will be available on the web at <a href="http://connect.qmul.ac.uk/teachlearn/index.html">http://connect.qmul.ac.uk/teachlearn/index.html</a></li> <li>• <i>The International Student Experience Task and Finish Group</i> has reported. The report will be referred to the VP (International) to consider how best to take forward the recommendations (section 3(a));</li> <li>• <i>Items from QMSU</i> (section 6);</li> <li>• <i>Periodic Review schedule for 2014-15</i> (section 8(b)) The following schools will be reviewed in 2014-15:             <ul style="list-style-type: none"> <li>• Languages, Linguistics and Film;</li> <li>• English and Drama.</li> </ul>             The review of the School of Engineering and Materials           </li> </ul>

	Science was brought forward one year to 2014-15 in setting the new review schedule in 2012. The Vice-Principal has approved the Faculty's request that the review take place in 2015-16 in line with the six-year schedule as SEMS has been subject to several recent reviews by external accreditation bodies.
<b>Regulatory/statutory reference points</b>	
<b>Strategy and risk</b>	
<b>Reporting/consideration route for the paper</b>	<b>For information</b>
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## VICE-PRINCIPAL (TEACHING AND LEARNING) ADVISORY GROUP

### EXECUTIVE SUMMARY OF 14 MAY 2014 MEETING

For a full set of notes please contact the Secretary: Mary Childs  
[m.childs@qmul.ac.uk](mailto:m.childs@qmul.ac.uk)

The Advisory Group's papers are available to view on the QMUL intranet at  
[http://www.arcs.qmul.ac.uk/VP\\_Advisory\\_Groups/VPTLAG/index.html](http://www.arcs.qmul.ac.uk/VP_Advisory_Groups/VPTLAG/index.html)

#### Main Items Discussed

#### 1. Vice-Principal's Update April 2014

The update for April 2014 was noted. All updates are available at  
<http://connect.qmul.ac.uk/teachlearn/index.html>

#### Teaching and Learning Conference and Drapers' Lecture 2015

A report on the feedback from the 2014 conference was received. Please note that the 2015 conference followed by the Drapers' Lecture will take place on Wednesday 21 January 2015.

#### 2. Assessment Governance Review

The Advisory Group received an oral report on the diversity of views expressed by schools and institutes in the consultation.

The report on the outcome of the consultation is on Senate's agenda. □

#### 3. International Student Experience

##### (a) International Student Experience Task and Finish Group

In April 2013 the International Student Experience Task and Finish Group was set up with QMSU to consider issues relating to the experience of international students, and to conduct a review of the structures and procedures in place for supporting international students and for improving communication about service provision. The Chair of the Group was Dr Erez Levon, Academic Lead for Study Abroad. Dr Levon presented the key findings to the Group and also to the Student Experience Advisory Board. It was agreed that the report should be referred to the new VP (International) to consider how best to take forward the recommendations.

(The report of the Task and Finish Group is available from Mary Childs, ARCS)

##### (b) International Student Barometer results – 2013 autumn wave

The key findings of the ISB were received and are available on the Advisory Group's webpage. Concerning the questions about "learning" QMUL performs well in terms of quality of lectures, course content and course organisation. Lower levels of

satisfaction are expressed in elements relating to employability, careers advice (from academic staff) and work experience, although there have been notable improvements on the latter element in 2013. These same areas of lower satisfaction are found in the results of other universities.

#### **4. Student Experience Survey / HEA Engagement Survey Pilot**

The new student experience survey was piloted over March and April 2014, with the Higher Education Academy's national pilot of a student engagement survey. Second year undergraduates were invited to complete the survey and comment on its questions and format. The results were analysed via the new Business Intelligence Tool, and examples of the reports and data filters for analysis available from the BI tool were presented to the Advisory Group. The first full rollout of the survey is scheduled for the start of the academic year 2014/15. The Vice-Principal reported on plans to review student survey activity next year in order to develop a coherent approach to surveys and the management and analysis of survey results.

#### **5. Engagement, Retention and Success Projects Group – Annual Report for 2013-14**

The Advisory Group received an annual report on activity and expenditure for 2013-14 from the Engagement, Retention and Success Projects Group (EPSRG), formerly the Retention Task and Finish Group. The Group oversee projects funded under the Access Agreement to help improve retention and success among students from under-represented groups. The student support work has produced a Student Support Policy and operational guide, a new Student Engagement IT system is being piloted with schools and institutes to support staff in identifying when students are at risk of disengaging for implementation in semester 1, and the support mechanisms to help students are being enhanced.

#### **6. Papers from the Students' Union**

The Advisory Group received papers from the Students' Union on the QMSU Student Experience Survey and about proposals to develop the Course Rep system, and an update from the Vice-President Education. Particular points discussed included:

- **Course Rep system**  
Following consultation with both the Students' Union Education Zone Committee and a group of Chairs and Secretaries of SSLCs, the main change proposed by QMSU was to create a new role of 'Senior Rep' for each school to strengthen the work of Faculty Forums and the Education Zone Committee. VPTLAG endorsed the proposals in the paper. The paper will be considered and ratified at the QMSU Board.
- **QMSU Student Experience Survey 2014 – Should we scrap exams? Diversifying assessment for a changing student population**  
The topic for this year's survey reflected a common objective shared by student representatives to address the way assessments are weighted and to campaign for the introduction of forms of assessment other than exams and coursework. The Group found the report to be very interesting and it was suggested that schools and institutes might wish to consider the findings to inform discussions about assessment practices. QMSU had also submitted the report to the Assessment Governance review.

**7. Centre for Academic and Professional Development: draft strategic aims 2014-17**

The Group received the CAPD's draft strategic aims for 2014-17 which took into account the objectives of the Student Experience, Teaching, Learning and Assessment Strategy.

**8. Quality Assurance related items**

**(a) Annual Review of Faculty Taught Programmes Action Plans**

The Group receives annually updates on the QMUL Taught Programmes Action Plan and on the Faculty TPAPs. At this meeting the TPAPs from HSS and SMD were received, the one for SMD being extracts from the TPAPs for the MBBS and individual institutes. Annual Programme Review and the associated web-based Taught Programmes Action Plans form an important element of the Queen Mary Quality Framework.

**(b) Periodic Review**

The Group received a report on action being taken in response to review recommendations to HSS and Queen Mary from reviews held in 2013-13 and 2013-14.

It also noted that the review of the School of Engineering and Materials Science would be held in 2015-16, which was in line with the six year review timetable. The review had been brought forward to 2014-15 in setting the new schedule in 2012. The Faculty had requested that the review take place in 2015-16 as SEMS had been subject to several recent reviews by external accreditation bodies.

The following schools will be reviewed in 2014-15:

- Languages, Linguistics and Film (last reviewed on 25 June 2009);
- English and Drama (last reviewed on 24 March 2009).

The arrangements for Periodic Review are being considered in the light of the Quality Assurance Agency's UK Quality Code for Higher Education, and the QAA's Higher Education Review procedures and requirements.

**(c) Quality Assurance Agency activities**

The Group noted that

- the QAA is reviewing Subject Benchmark Statements;
- the QAA had issued a consultation on the UK frameworks for higher education qualifications.

**9. Update reports**

The Advisory Group receives a number of oral and written updates at each meeting. Updates, additional to the items reported above, were received from:

- Student Experience Advisory Board;
- Student Retention Task and Finish Group, which has been reviewed and re-established as the Engagement, Retention and Success Projects Group;
- Library Users Forum;
- Archives Policies and Service Level Agreement;
- Taught Programmes Planning Group;
- International Student Experience Task and Finish Group Final Report;

- E-Learning Steering Group;
- Turnitin Policy Task and Finish Group.

**10. Date of next meeting**

Meetings will re-commence in October 2014