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Meeting **FACULTY LEARNING TEACHING AND QUALITY COMMITTEE**  
Place Council Chamber  
Date and Time Wednesday 8 January 2014 at 14:15

Present	Mr Alan Hayes	Associate Dean (Learning and Teaching) (Chair)
	Mr S Burfiend	Students' Union (SU) Sabbatical Officer
	Dr A D Burrows	Department of Chemistry
	Professor F E Burstall	Department of Mathematical Sciences
	Mrs F J Cantell	Undergraduate Manager
	Mrs H Dennis	Undergraduate Manager
	Dr M V Hejmadi	Department of Biology and Biochemistry
	Mrs S Ibbitson	Learning and Teaching Enhancement Office (LTEO)
	Dr A C Jeffries	Department of Biology and Biochemistry
	Dr F R Laughton	Department of Physics
	Dr P J Mitchell	Natural Sciences Programme
	Dr A J Power	Department of Computer Science
	Dr P J Rogers	Department of Pharmacy and Pharmacology
	Dr A D J Taylor	Department of Pharmacy and Pharmacology
	Dr C M Todd	Department of Biology and Biochemistry
In attendance	Mrs M L Hallett	Faculty Assistant Registrar (Secretary)
	Mrs K Norris	Head of Student Learning Experience and Quality
Apologies	Ms S Chordekar	Postgraduate taught student representative
	Miss M Endean	Undergraduate student representative (Department of Chemistry)
	Mr S Gane	Graduate School Manager
	Mrs C Haines	Student Experience Officer
	Professor I H Williams	Department of Chemistry
	Professor S Wonnacott	Associate Dean (Graduate Studies)
	Ms M Woodward	Head of Learning Partnerships

**2201 MINUTES**

The FLTQC approved the minutes of the meeting held on 27 November 2013 (Paper 64).

**2202 MATTERS ARISING**

There were no matters arising.

**2203 ANY OTHER BUSINESS**

There was none.