



Meeting **FACULTY LEARNING TEACHING AND QUALITY COMMITTEE**
Place 1 West North, 3.12
Date and Time Wednesday 10 June 2015 at 14:15

Present	Dr A Hayes	Associate Dean (Learning and Teaching) (Chair)
	Dr A D Burrows	Department of Chemistry
	Professor G Burton	Department of Mathematical Sciences
	Dr B Delgado-Charro	Department of Pharmacy and Pharmacology (for minute 2377)
	Mrs C Haines	Student Experience Officer
	Mrs S Ibbitson	Learning and Teaching Enhancement Office (LTEO)
	Dr A C Jeffries	Department of Biology and Biochemistry
	Mr D Jones	Undergraduate student representative (Department of Physics)
	Mr J Kenny	Students' Union (SU) Sabbatical Officer (President)
	Dr F R Laughton	Department of Physics
	Dr A J Power	Department of Computer Science
	Dr P J Rogers	Department of Pharmacy and Pharmacology
	Dr S Roser	Head of Natural Sciences (alternate for Dr P J Mitchell)
	Dr A D J Taylor	Department of Pharmacy and Pharmacology
	Dr C M Todd	Department of Biology and Biochemistry
	Professor S Wonnacott	Associate Dean (Graduate Studies)
In attendance	Mrs M L Hallett	Faculty Assistant Registrar (Secretary)
	Mr Matthew Humberstone	SU Sabbatical Officer
Apologies	Miss K Barnby	Postgraduate Taught student representative (Department of Biology and Biochemistry)
	Dr F Bisset	Acting Head of Learning Partnerships
	Mrs H Dennis	Undergraduate Manager
	Dr M De Vos	Department of Computer Science
	Mr S Gane	Graduate School Manager
	Dr M V Hejmadi	Department of Biology and Biochemistry
	Dr P J Mitchell	Natural Sciences Programme
	Miss J Munden	Undergraduate student representative (Department of Mathematical Sciences)

2377 PRESENTATION ON FEEDBACK

The Committee received a presentation from Dr Begoña Delgado-Charro, Department of Pharmacy and Pharmacology, on the work she has been doing as Departmental Feedback Lead (of a team of five), in response to last year's NSS feedback on assessment feedback.

Dr Delgado-Charro reported on the work undertaken, which included:

1. Adding new questions to unit questionnaires to ascertain a) the extent to which

students were satisfied with the unit feedback provided b) whether the feedback provided was useful or not, and why, and c) the type of feedback students would like to receive for each unit. The team found that no single method for providing feedback was preferred by all students.

2. Inviting all final year students to a meeting (20-30 attended) to comment (anonymously via post-it notes) on assessment feedback. A summary of comments received was circulated to students following the meeting, inviting any further comments. This summary was then circulated to staff within the Department to provide responses. The final document, with staff responses and proposed actions, was then distributed to all final year students.

3. Screening unit questionnaire feedback (Semester 1 completed to date), taking into account percentage response rate and unit cohort size, to identify units that were performing least well and to set aims/strategies. The team noticed that as students progress through their programme they tend to become increasingly critical of assessment feedback.

4. Developing an assessment feedback strategy and a wider variety of feedback opportunities through the MPharm curriculum review. The Department aims to provide students with a feedback portfolio (possibly an e-portfolio) designed to allow students to view, more readily, their progression throughout the programme and to engage students more in the process of self-improvement.

Dr Delgado-Charro reported that the Department is not expecting to see the positive effects of the work on assessment feedback in this year's NSS results, since the aim for the end of this year is to establish what is working well, and less well, so that the Department can concentrate effort where it is most needed.

2378 MINUTES

The Committee approved the minutes of the meeting held on 4th March 2015 (Paper 147) and there were no matters arising.

2379 ANY OTHER BUSINESS

There was none.