

**Learning Quality Standards Committee**  
**Minutes of the fifth meeting of the Learning Quality Standards Committee in**  
**the 2019-20 academic session, held on Wednesday 13th May 2019, 2 - 4pm,**  
**on MS Teams.**

**Present:**

M. O’Thomas	Pro Vice Chancellor Faculty of Architecture, Computing and Humanities (Chair)	
D. Synmoie	Learning & Teaching Project & Policy Co-ordinator (Officer)	
C. Ierotheou	Director of Learning and Teaching, Architecture, Computing and Humanities	
E. Warren	Director of Learning and Teaching, Business Faculty	
M. de Dominici	Head of Department, Marketing, Events and Tourism	Apologies
V. Habgood	Director of Learning and Teaching, Education and Health	
H. Orpin	Head of Department, Education and Community Studies	Apologies
K. Masuwa-Morgan	Director of Learning and Teaching, Engineering and Science	
A. Dobbs	Head of School of Science	
C. Couper	Director of Strategic Planning	
P. Butler	Director of Information and Library Services	
C. Saunders	University Director of Learning and Teaching	
J. Marie	Head of Quality Enhancement	
H. Doon	Student Representation and Advice Manager	
K. Brough	Assistant Director of Student Registry	
B. Ijaz	GSU Officer	
D. Glennon	Head of Academic Registry & Timetabling	
S. Mujunga	Academic Representation Manager, GSU	

**LQSC19/5.1 Minutes of the Previous Meeting**

The minutes of the previous meeting were **agreed** as an accurate record.

**LQSC19/5.2 Actions arising from the Minutes**

**LQSC19/3.12 Timetabling Policy ACTION:** The Director of Student Academic Services to bring item back to next meeting of LQSC for discussion, after Timetable Planning management group has met.

The committee welcomed the new Assistant Director of Student Registry, Karen Brough. It was reported that, in light of the present circumstances, the policy refresh was parked and would return when the present crisis had abated.

Marked closed.

**LQSC19/3.14. Paper: 'Summary - Resit Exams 2019 and 2020'. Chris Shelley (LQSC/19.P19)**

**ACTION:** Establish task & finish group to discuss feasibility and to evaluate risk now relating to Southwood/Mansion site.

**ACTION** Circulate date by which students will receive exam timetable. Committee emphasised that more than one exam a day for students should be avoided.

**ACTION:** Group to coordinate comms campaign to ensure students are aware, so that any issues arising can be addressed early.

**ACTION:** Group to coordinate comms with international students.

**ACTION:** Group to work with GLT to look at PAB schedule.

**ACTION:** DLTs to coordinate faculty responses and advice.

**ACTION:** UDLT: to pick up in weekly VC/DLT meeting.

It was noted by the committee that these items and the related actions have been overtaken by events. In light of the present circumstances, the action relating to resit examinations and the availability of the estate and the subsequent matters would be parked, as arrangements to accommodate students in their assessments as a consequence of the virus lockdown have already been undertaken.

Actions marked closed.

**LQSC19/5.3 Impact of UK Government's latest statement on the COVID-19 crisis**

The Chair introduced the item, outlining the challenges currently facing the sector and the measures being taken by the university to ameliorate the difficulties facing normal business operations.

**LQSC19/5.4 'No detriment' Policy implications**

The Chair introduced the item, and the measures being undertaken by the university, for noting by the committee. The DLTs reported on the responses from their Faculties, noting that the policy had greatly alleviated student concerns. The importance of preparation for the PABs and consideration of technical extenuation, so that grades are accurately calculated was flagged as an issue affecting Faculty teams and GLT. DLT FLAS noted an issue with TNE and technical extenuation which was being reviewed by ILS. The SU noted the work that had been undertaken and thanked all for their support for students during this time. The Chair also recorded thanks to all concerned for their efforts now and in the future.

### **LQSC19/5.5. Reporting Chair's actions**

The Head of Quality Enhancement confirmed that the Peer Supported Development scheme had been discussed with the Chair. The requirement for staff to participate in observations of teaching is now suspended for the rest of the current and next academic year, until the return to normal operations. The Head of Quality Enhancement also confirmed that the Faculty Leads would be informed about the latest state of affairs.

### **LQSC19/5.6. Nominations for External Examiner Faculty of Liberal Arts & Sciences**

The nominees were received and approved.

### **LQSC19/5.7 AOB**

The Chair reported that the VC had requested the committee consider the means by which the university provision might be prepared for January intakes. DLT FBus reported that a mechanism had been newly established to streamline programme delivery, but that care was needed to ensure that there were no unforeseen implications for other programmes. The importance of ensuring the data accorded with that held on Banner was also noted.

The DLTs reported that there was a need for clear timeframes and an indication of the latest point at which proposed changes could be received. The Head of Quality Enhancement reported that a date had recently been set. The UDLT also reported that a paper outlining the new process had been written.

The point was also made as to whether programme changes needed to be recorded at this committee or at the PAC. The Chair consulted and the committee agreed that LQSC ought to be the mechanism for monitoring.

The SU representatives raised the matter of the diversity of the External Examiners and their roles in relation to the university's intention to close the awarding gap. The committee reported that the matter had not come up in relation to the EDI committee in recent memory. Benchmarking and further data would be needed and the university's HR would be best placed to identify the information needed. The remit behind the selection of EEs was noted also as an important factor impacting on BAME staff careers.

**ACTION:** The Chair and SU Representation promised to take up the issue at the next EDI Committee.

#### ***For last page only:***

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