

The University of Edinburgh
Senatus Quality Assurance Committee

**Note of the electronic Senate Quality Assurance Committee conducted from Friday 18
May 2018 to Friday 25 May 2018**

NOTES

1. Formal Business

The electronic meeting was conducted to enable the Committee to approve items which did not require substantial discussion.

2. For Approval

2.1 Minutes of the meeting held on Thursday 26 April 2018

The minutes of the previous meeting were approved.

2.2 Thematic Review

The Committee received the paper for information and noted the following comments; It would be helpful to get an understanding of how many individual students were involved in discussion and comment. It appears only 7 students attended the focus group sessions. Whilst it is clear individual engagement with a broad range of this cohort and at number is difficult for many reasons the review reads as if the major commentary and content is from the three Students' Association representatives for Mature Students, Student Parents, and Student Carers. These representatives provide hugely valuable and knowledgeable input to report concerns and issues. Getting the balance of experience and opinion of the groups in questions is always difficult and the positive experiences and comment can be hard to capture. It would be helpful to the review to get more individual student input and the decision to extend the consultation phase is very positive.

Academic Services noted that the minimum standards for VLE project may be relevant for some of the provision information issues that have been raised. The review panel coordinator is in the process of seeking further information on the project.

Action: Committee Secretary to refer comments to the Review Panel for further consideration
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2.3 Update on Actions from College Quality Reports

The Committee received and noted a paper providing an update on actions from College Quality Reports considered at the February meeting of the Committee. The Committee was encouraged to see that all these actions had been responded to and noted that it would be interesting to hear from Estates if the responses to its staff survey change from this year to next.

2.4 Distance Learning at Scale Update

The Committee noted the paper providing an update for the Distance Learning at Scale (DLAS) Pilot. It indicated that the quality assurance arrangements for these proposed courses are anticipated to be in line with normal University arrangements.

Comments were noted around the timing of the first intake and ensuring that arrangements will be in place; including communications and marketing, admissions, staff training. In addition, the importance of having effective ways to manage any plagiarism and effective student support were highlighted.

Action: Committee Secretary to refer comments to the DLAS Steering Group for further consideration

2.5 Annual Review of Effectiveness of Committees

The Committee received a paper outlining the annual review of Senate Committees which will take place in 2018/19 and a set of questions which Senate Committee members will be asked to complete over summer 2018.

The Committee were asked to reflect individually on the draft questions set out in the paper.

Comments were received that suggested minor additions including a question in the section 'Governance Structures' about how the academic governance fits in the wider picture.

In the "Stakeholder Engagement and Communications" section it may be helpful to exemplify stakeholders. The Making an Impact question may be difficult to answer given the nature of the Senate Committees.

Action: Academic Services to note comments for further consideration.

2.6 Knowledge Strategy Committee

The Committee noted the update on matters considered by the Knowledge Strategy Committee.

Student Staff Liaison Committee (SSLC) Operational Guidance

The Committee approved the guidance which has been reviewed to reflect the changes to Student Representation from Class Representative to Programme Representative.

The Committee suggested that processes for mid-course feedback be included in Section 5.3 agenda items. In addition, it was suggested that the diagram in the document is amended to include a title and investigate sharing to both staff and students as a mechanism to re-inforce closing the feedback loop.

Action: Academic Services to amend guidance as above and liaise with the Students' Association on sharing the diagram further.

2.7 Internal Review Themes

The Committee noted the update on actions identified from areas for further development arising from teaching/postgraduate programme reviews held in 2016/17.

2.8 Internal Review Reports and Responses

The Committee approved the TPR of Sociology and Sustainable Development final report 2017/18.

The Committee confirmed that it was content with progress in relation to the following responses:

14 week response 2017/18:

Teaching Programme Review of English Literature
Teaching Programme Review of Medicine
Teaching Programme Review of Physics and Astronomy
Teaching Programme Review of Social Anthropology
Postgraduate Programme Review of Clinical Sciences

Year on response 2016/17:

Teaching Programme Review of Design
Teaching Programme Review of European Languages and Cultures
Teaching Programme Review of Islamic and Middle Eastern Studies (IMES)
Teaching Programme Review of Social Work

Action: Academic Services to publish the final report and responses on the Academic Services website.
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3. Date of Next Meeting:

Thursday 20 September 2018 at 9am in the Raeburn Room, Old College