

Department of Earth and Environmental Sciences

Teaching and Learning Committee

Minutes of the meeting of 18 May 2021, on Zoom.

Present: Prof B van Dongen (BvD) (Chair); Dr S Boulton (SB), Dr R Brunt (RB), Mr B Bukunya (BB), Prof M Burton (MB), Dr V Coker (VC), Dr P Connolly (PC), Dr S Covey-Crump (SCC), Mrs A Edwards (AE), Dr Garcia-Carreras (LGC), Dr T Gilman (TG), Dr M Hartley (MH), Dr G Holland (GH), Prof C Hollis (CH), Prof D Johnson (DJ), Dr R Jones (RJ), Mrs S Kewley (SK), Dr A Lowe (AL), Mr D Lukacs (DL), Prof P Manning (PM), Prof G McFiggans (GM), Dr J Mecklenburgh (JM), Dr N Mitchell (NM), Dr B O'Driscoll (BOD), Dr A Pawley (AP), Dr R Sansom (RS), Dr S Schroeder (SS), Dr D Topping (DT), Ms A Williams, Mr M Turner (MT) (Secretary).

1 Apologies for absence

1.2 Noted:

2 Minutes of the meeting of 25 March 2021

2.1 Noted: Minutes accepted as a true record.

3 Matters Arising

3.1 Noted: Field risk assessment (SK & RJ) document ongoing. Blog post (DJ & VC) ongoing

4 NPP2 for MSc Sustainable Geoscience

4.1 Noted: CH reported this document has been sent to School – A Horne and S Olivier. The course has six applicants in the system.

4.2 Action: CH, MB and BvD to meet with Faculty for approval discussion.

5 Updates from Department Officers:

5.1 Noted: BvD reported that information on S1 teaching for 2021/22 will be sent to student next week. There is a short period between the progression board and resit period. Unit Coordinators should consider writing a referral / deferral assessment now.

5.2 Noted: There is a field prep week scheduled on the main University calendar for week commencing 4 April 2022 – unclear what the intention of this is. It is likely 1 week of Easter "holiday" will include project work (students).

5.3 Action: Unit Coordinators to be informed as soon as possible following mitigating circumstances board of any deferral work required.

5.4 Agreed: Referral paper should cover the whole unit. Deferral could be specific assessment.

5.5 Noted: the department have a draft version of the Faculty work load model. There followed a lengthy discussion regarding Tutorial groups for 2021/22. The proposal is to increase the numbers to between 6-12 students per Tutorial group. A number of reasons were cited; room availability (unable to use offices in 2021 S1), increased number of students in year one and two and an overall saving of around 30% teaching load to the department. The committee discussed various opinions on quality and workload.

5.6 Agreed: A vote on the proposal “Increase number of students in tutorial groups for 2021/22”

Agreed: 14

Disagree: 3

Abstain: 6

Anonymous voting on zoom, collated by MT.

5.7 Noted: DJ suggested to organise a tutorial with a malpractice focus. Suggested exercises for first year.

5.8 Action: ME to discuss with DJ.

5.9 Action: DJ and BvD to deliver training to *staff* at a proposed away day or zoom.

5.10 PC reported the number of interruptions has increased this academic year. There may be a new system to record academic advisor meetings online. 99% of students have been offered a meeting.

5.11 Action: if staff cannot update *Advisor-o-matic*, please inform PC.

6 Physical geography Pathway

6.1 Noted: NM informed the committee he would like to start a discussion regarding the future of the Geology / Physical Geography pathway. The GEOG dissertation has been poorly managed for some students this year. BOD commented there are differences in project provision in SEES.

6.2 Agreed: The committee did not favour cancellation of the pathway. It was agreed that the challenges should be addressed and fixed.

6.3 Action: BvD to talk with GEOG, to include project supervision.

7 IBM data science short course.

7.1 Noted: DT reported that IBM are keen to help develop learning resources for data science – is this worthwhile trailing? This could put students in an advantageous position for applying to the MSc Data Science programme.

7.2 Agreed: The committee supported this.

8 Proposed unit amendment: EART38302

8.1 Noted: Proposal to offer this field course as an option for Geology students. The course is currently offered additionally to biology and zoology students. BvD commented the Earth and Planetary and Environmental Science students have mandatory field work units, so cannot be offered to DEES students in 2021/22.

8.2 Action: RS to explore finances (SBS students)

9 Scalable project provision for PGT projects.

9.1 Noted: SB presented new project design – two projects (A and B) instead of individual projects, with a proposed roll out in summer 2022.

9.2 Action: To discuss at next TLC.

10: Date of next meeting

To be confirmed.

End of meeting.