

UNIVERSITY OF MANCHESTER

Department of Earth and Environmental Sciences

Minutes of the Teaching and Learning Committee

16 December 2020

Present: Dr B van Dongen (BvD) (Chair); Prof G Allen, Prof M Burton (MB), Mr B Bukenya (BB), Dr S Boulton (SB), Dr R Brunt (RB), Dr V Coker (VC), Dr P Connolly (PC), Mrs Mandy Edwards (ME), Dr L Garcia-Carreras (LGC), Dr T Gilman (TG), Dr G Holland (GH), Dr R Jerrett (RJ), Dr R Jones (RJ), Prof D Johnson (DJ), Dr A Lowe (AL), Mr D Lukacs (DL), Dr J Mecklenburgh (JM), Dr N Mitchell (NM), Dr B O'Driscoll (BOD), Dr A Pawley (AP), Dr S Schroeder (SS), Prof D Schultz (DS), Mr M Turner (MT) (Secretary).

1. Apologies for absence

Noted: Received from R Sansom, A Williams

2. Minutes of the meeting of 18 November 2020

Noted: these were accepted as a true record of the meeting.

3. Matters Arising

Noted: Dr R Jones is not required to submit an Admissions update to this committee.

4. Updates from Departmental Officers:

4.1 Noted: Update from Departmental Head of Education (DHoE)

BvD thanked all staff for their contributions through a challenging semester. The recent Student / Staff Liaison meeting highlighted that students are under pressure and facing challenges. The department has tried to mitigate this as much as possible; we have some suggestions for S2 teaching from the SSLC. S2 exams will be delivered similarly to S1; we remain hopeful of on-campus activity.

4.2 Noted: LGC reported that the pass / fail Careers Unit will only appear on a transcript if the student achieves a pass.

4.3 Action: BvD, GA, LGC, MT to review EART30600 for 3rd year students.

4.4 Noted: TG reported the department has six students applying for Study Abroad 2021/22. Two students did not make the minimal average mark, but S1 results can be considered from this year.

4.5 Noted: GH reported six student actively looking for an internship.

4.6 Noted: GA reported EART29002 Environmental Enterprise has been cancelled due to staff illness. Alternative options have been discussed with students.

4.7 **Action**: Check students' credits and units by 18 January.

5 New Project / Dissertation form and Assessment update

5.1 Noted: JM presented marking policy and form for dissertations / final year projects to take effect from 2021/22 although staff are encouraged to follow the policy this year. JM emphasised this document is not radically different to what happens in department now. It is flexible enough to work with Geography / Geology dissertations.

5.2 Agreed: The form was accepted by the committee (16 positive votes).

5.3 **Action:** JM to upload to Blackboard

5.4 Noted: JM is producing an exam “cover sheet”

5.5 **Action:** JM to email assessment process to staff in January.

5.6 Noted: Students should email earth Support during exams with any queries. There will be a triage to provide a reply.

6 Update on Student Experience Action Plan (SEAP)

6.1 Noted: BvD reported MSc in Pollution and Environmental Control will be approved for distance learning. A plan for building refurbishment will go to Estates for a quote for work.

7 Third year mapping skills

7.1 Noted: BOD reported students have missed mapping skills in their second year (last year) and subsequent mapping projects. Some fourth year projects in 2021/22 could be field based, plus a third year field course taken in the fourth year (+5 credits). Current second year students may be able to take field course in September [with second year students]. The department remains hopeful of running a non-assessed field course in June.

7.2 **Action:** BOD to produce unit spec for 3rd year field course + 5 credits.

8 Teaching committee feedback and BAME / inclusivity

8.1 Noted: BvD suggested a field meeting in January which should include BAME and inclusivity on the agenda.

8.2 **Action:** RJ to organize field meeting.

9 MSc by research - teaching

9.1 Noted: the committee discussed how best to achieve the 45 taught credits for the MSc by Research. It was suggested by BvD that students should take Communicating Earth Sciences, Measuring and Predicting and Topics in Earth Sciences / Planetary Science. The committee suggested an approved list of options for this degree to allow flexibility.

10 Reserved business [this part of the minutes not available to Student Reps]

10.1 Noted: SB reported his concerns about the MSc in Pollution and Environmental Control – perceived value for money for students. Next year will see a potentially large number of students, and concerns of simply just attending lectures / seminars / tutorials without experience of field work and / or lab work.

10.2 BvD suggested SB can write a programme reflection for MPEC, to include a list of “wants” for student teaching / experience

11 Date of next meeting

To be confirmed.