

**SUMMARY OF MAJOR DECISIONS**  
**University Teaching and Learning Committee**  
**28 September 2017**

**2.2 Validation Schedule 2017-18 (minute reference 8.1)**

The Committee noted that the University Solicitor was taking forward the recommendations re CMA legislation, consulting with appropriate colleagues in the drafting process and would report back to UTLC on 29.11.17.

**7.0 CHANGES TO UNIVERSITY REGULATIONS**

**7.1** The Committee received the following confirmations from Schools, with the exception of SCE and Huddersfield Business School:

1. that the regulatory changes made through UTLC during the preceding year have not adversely affected professional accreditation of courses.
2. compliance with the revised University regulations.

Members were advised that SCE would be received shortly and the Huddersfield Business School representative undertook to follow up in the School.

**9.0 MODULE EVALUATION SURVEYS AND GENERAL SURVEYS**

**9.1** Surveys – All Taught Students:

The Committee agreed to the following survey changes:

UCES – all second year UG FT and PT equivalent to be run as current practise  
UKES (HEA delivery) – all first year UG FT and PT equivalent  
NSS – Year ¾ UG FT an PT equivalent to be run as current practise  
PTES – all FT PGT not subject to professional body surveys - end of year  
All PT PGT not subject to professional body surveys - end of final year

The Committee agreed Schools and Services wishing to run additional surveys to the above for UG students must have approval from the Pro Vice-Chancellor (Teaching and Learning) via Registry. It was noted that any mandatory professional body surveys may go ahead without prior approval but must be notified to Registry to enable a review of all surveys/timing at the end of this academic year.

**9.2** Module Evaluation 2016/17 and 2017/18

The Committee noted the slight increase in participation in some Schools in 2016/17. It was agreed that the process was resource intensive with significant costs attached. The Committee rejected a proposal for 2017/18. It was agreed that the Chair would consider alternative proposals and bring back to this committee.

**15.0 REPORT FROM THE STUDENTS' UNION**

**15.1** It was noted that the revised Student Charters were approved and had now been incorporated into the Students' Handbook of Regulations.

**15.2** The Committee received a proposal on Mental Health Awareness training for all staff with student facing roles. The Committee agreed in principle to the proposal and asked that the Director of Student Services work with the SU to refine before rolling out.

**15.3** The Committee received a proposal on improving the retention and success of BAME students. The recommendations included: BAME representatives on senior committees, improvements to reading lists and the curriculum. It was noted that the planned Thematic Review for 2017/18 is Diversity of the Curriculum which would consider these issues. The Committee agreed that the SU take their proposal forward with a focus on committee representation.

*Kathy Sherlock*  
*Head of Registry*  
*October 2017*