



**DEPARTMENT OF BIOLOGY
TEACHING EXCELLENCE COMMITTEE MEETING**

**Monday 21st January 2019
10:00 am in K157a**

AGENDA

1.	Apologies	
2.	<p>Student Evaluation of Teaching: Modules (interim), Autumn Term 2018</p> <p>(a) Analysis of responses to interest / difficulty / learning opportunity questions</p> <p>(b) Identification of modules significantly improved over previous years or with very positive response from students</p> <p>(c) Identification of modules with consistently low or deteriorating response from students</p>	<p>JF/JM Enc 1,2,3 (2018/19 data) Enc 4 (2017/18 data)</p>
3.	<p>Student Evaluation of Teaching: Staff, Autumn Term 2018</p> <p>(a) Identification of staff with significantly improved or very positive feedback from students</p> <p>(b) Identification of staff with relatively low response from students</p>	<p>JF/JM Enc 1,2,3 (2018/19 data) Enc 4 (2017/18 data)</p>
4.	Sharing data amongst staff on modules	JF/JM
5.	<p>Consideration of Areas of Good Practice for dissemination / discussion</p> <p>Suggestions of topics for consideration at lunchtime sessions on Best Practice, or at other fora, issues emerging from current academic year for <i>brief</i> discussion here, or to be directed to some other forum (e.g. flipped teaching, inclusive teaching, undergraduate research projects)</p>	All
6.	<p>Preparation for TEF</p> <p>A draft of the five page document that will need to be finalised as part of the University's subject-level TEF submission is included as an enclosure</p>	JM (Enc 5)
7.	Approval (and suggested modifications) of Terms of Reference for this committee	JM (Enc 6)
8.	Any Other Business	
Next meeting: Monday 1st July 2019 @ 10:00 am in K157a		