

**The University of Edinburgh**  
**Moray House School of Education**  
**School Planning and Resources Committee**

**Minute of meeting held on Wednesday, 3 December 2014 at 14:00 in St John's Land 4.22**

**Present:** Dr R Arshad (Convener)  
Ms L Anderson  
Dr S Benjamin  
Dr S Coleman  
Ms A Fleming  
Ms A Garrard  
Dr G McCluskey  
Dr S McGeown  
Dr E McGregor  
Dr R Nicol  
Professor L Plowman  
Dr J Ravenscroft  
Dr L Reid  
Ms J Salfen  
Mr A Uthoff  
Ms C Valentin  
Mr A Wigglesworth

**In attendance:** Ms K Derrick (Secretary)

**1. Apologies**

The convener welcomed the following student representatives to their first meeting of SPRC: Ms Anderson, Ms Garrard, Ms Salfen and Mr Uthoff.

**2. Minute of meeting held on 29 September 2014**

**(a) Accuracy of record**

The minute was accepted as an accurate record.

**(b) Matters arising**

Ref item 3, MSc Dance Science and Education programme development, following successful consideration by SPRC the proposal

had been approved by the Board of Studies for recommendation to College Postgraduate Studies Committee. The proposal had subsequently been approved by CPGSC and was now to go to the General Teaching Council for Scotland for accreditation.

### **3. Remit, membership and operation of SPRC (Paper A)**

The revised memberships and remits for SPRC and the School Executive detailed in Paper A were approved subject to the following amendments for SPRC:

- there were 4 Deputy Directors of RKE but it was agreed that only the Deputy Director of RKE (KE) should be a member of SPRC
- there should be a quorum of 50% for SPRC. An inquorate meeting could discuss issues but could not take decisions
- staffing and budget issues on an SPRC agenda would be dealt with under Closed Business, which would not be open to student representatives.

The revised memberships and remits would be reviewed at the May meeting.

It was suggested that there should be a non-promoted member of staff on the SPRC. The Deputy Director of Postgraduate Studies was asked to give further thought to this and to take forward discussions with the Director and Deputy Director of Professional Services.

### **4. Student representation and voice (Paper B)**

The convener was pleased to report that a meeting of approximately 120 student representatives had taken place in the School. She was now keen to build on the momentum of that meeting and find ways to use the student voice. One of those ways was the involvement of 11 student reps in discussions about the Consultation on the University's Emerging Vision for Learning and Teaching. It was noted that the School was the first in the University to have student representation at SPRC level.

The Committee considered the collated feedback from student consultation meetings in Paper B and a paper tabled by student reps giving further detail to some issues. Various actions were identified in response to the issues raised. The convener thanked the student reps for their input.

### **5. Discussion of preliminary draft of School Plan (Paper C)**

The draft School Plan was tabled. The convener asked for any comments to be sent to her. She would then prepare a revised draft for discussion at the next meeting.

**6. Budget/staffing aspects of School Plan discussion (Paper C)**

This item was dealt with under Closed Business (see separate annex for a minute of the discussion).

**7. Any other business**

**(a) Moray House School of Education Internationalisation Statement**

The statement was tabled and the convener sought comments from members by email before Christmas. The statement would then be launched. A review would be undertaken in December 2015.

**(b) Distance learning PhDs**

The Director of Postgraduate Studies reported that the College was keen to have distance learning PhDs. Members were supportive of having a formalised distance route for PhDs. However, the fee situation would have to be investigated. At present there was not supposed to be a different fee for home and overseas students for distance learning. The Director undertook to check this out and to liaise with the Deputy Head of School.

**(c) REF**

The results of the REF would be released on 18 December and would be available on the University website.

**(d) Thanks**

The convener intimated that this was the last meeting of SPRC for both the Director of Postgraduate Studies and the Director of Research and Knowledge Exchange. She thanked the Director of Postgraduate Studies for her input to the Committee and for very ably leading the successful Postgraduate Programme Review. She thanked the Director of Research and Knowledge Exchange for her contribution to the Committee and wished her well in her new role as Dean of Research for the College of Humanities and Social Science.

**8. Dates of future meetings**

The date of the next meeting was confirmed as Wednesday, 11 February 2015 at 14:00. A meeting was also scheduled for Wednesday, 6 May 2015 at 14:00.

(27 January 2015/KD)