

## **Quality Enhancement Themes**

### **Steering Committee for Integrative Assessment**

#### **UNCONFIRMED**

Minutes of the meeting of the Steering Committee for Integrative Assessment held at 11:00 on Friday, 18 November 2005 at Patterson's Land, University of Edinburgh.

#### **Present:**

Professor Simon van Heyningen, University of Edinburgh (Chair)  
Professor Dai Hounsell, University of Edinburgh  
Professor David Lines, The Robert Gordon University  
Dr Sarah Mann, University of Glasgow  
Professor Mantz Yorke, Liverpool John Moores University

#### **Officers:**

Mr Keith MacDonald, SHEFC  
Ms Thelma Barron, QAA Scotland  
Mr Bill Thomson, QAA Scotland  
Ms Elizabeth Anderson, QAA Scotland

In Attendance: Professor Terry Mayes

#### **Apologies for absence:**

Mr Win Hornby, The Robert Gordon University  
Ms Jill Little, University of Paisley Students' Association  
Professor Brenda Smith, Higher Education Academy

#### **ACTION**

#### **1 Welcome**

- 1.1 The Committee Chair welcomed the members and officers to the fourth meeting of the Enhancement Steering Committee for Integrative Assessment. The Chair introduced Bill Thomson, who will be providing support for the Integrative Assessment theme while QAA Scotland is short-staffed and Professor Terry Mayes, the expert advisor for The First Year Enhancement Steering Committee.

#### **2 Minutes**

- 2.1 The Committee agreed that the minutes from the meeting of the Steering Committee on 3 August 2005 were an accurate record.

#### **3 Matters Arising**

- 3.1 There were no matters arising not otherwise on the Agenda.

#### **4 Burgess Report**

- 4.1 The Chair spoke to the Burgess report (paper 04-02), which the Committee received for information.

## **5 Code of Practice**

- 5.1 The Committee considered the Code of Practice on Assessment that is currently undergoing revision (paper 04-03). The Committee agreed to submit comments to the QAA in writing. It was agreed that the document was dated and should be rethought and that the examples and definitions were unhelpful. It was noted that the problems of feedback and student support highlighted in the 'Learning from Subject Review' report should be reflected in the revised Code of Practice. It was agreed that a guide to substantive changes would be helpful, particularly to senior managers.

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## **6 Update on programme of work**

- 6.1 The Committee received an update on Professor Dai Hounsell's work on optimising the balance of formative and summative assessment (paper 04-04a). Professor Hounsell reported that the project was underway but that he would be unable to progress much further until a contract was issued. Bill Thomson agreed to progress this as soon as possible.

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- 6.2 A network of contacts from Scottish Higher Education Institutions and selected Higher Education Academy Subject Centres has been established and their first meeting was held on 20 October. Professor Hounsell tabled his presentation to the network (paper 04-04b). A follow-up meeting has been arranged for 8 December. The next step is to ask the contacts to assist in finding case studies of formative assessment.

## **7 2006 Enhancement Themes Conference**

- 7.1 The Committee discussed the Assessment workshops to be held at the upcoming Enhancement Themes Conference in January 2006. Professor Hounsell and Professor Simon van Heyningen agreed to lead a workshop on Integrative Assessment. Professor David Lines and Mr Win Hornby agreed to lead a workshop on Innovative Assessment Techniques.

## **8 Update on other themes**

- 8.1 The Committee received an update on the other themes for information (paper 04-06). Ms Thelma Barron reported that Dr Alan Davidson presented a scoping paper on a potential theme of research-teaching linkages to the Scottish Higher Education Enhancement Committee (SHEEC) and it was agreed that more scoping should be done.

## **9 The First Year**

- 9.1 Professor Terry Mayes spoke to the scoping paper for The First Year Enhancement Theme (paper 04-07). The paper highlighted the

importance of focussing on success, engagement and empowerment rather than retention. Professor Mantz Yorke reported that he was working on a student survey involving the first year. It was noted that the First Year Committee should build on previous work, particularly the work of the Student Needs Enhancement Theme, and avoid repeating work. It was agreed that there were useful overlaps between the First Year and Integrative Assessment and the two Steering Committees would keep each other informed of their activity.

**10 Any other business**

6.1 There was no other business.

**11 Date of Next Meeting**

7.1 It was agreed that the Committee should not meet until the Integrative Assessment Project has progressed substantially. It was agreed that a meeting after Easter would be appropriate.

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