Members:

Ms Sonja Ruehl (Associate Dean – Postgraduate)
Prof. Robert Ash (Associate Dean – Undergraduate)
Dr Alfredo Saad-Filho* Development Studies Department representative
Dr Sanzhu Zhu The School of Law representative
Dr. Richard Mead Financial and Management Studies Department representative
Dr. Graham Smith Economics Department representative

In Attendance:

Mr Nicholas Page* Deputy Registrar
Mrs Barbara Spina Faculty Librarian
Ms Wangari Muoria-Sal Committee Secretary

* = not present – apologies received

20. Minutes:
The minutes of the last meeting held Thursday 16th November, 2006 were APPROVED
(with correction to the minute numbering system which in error started from ‘1’ instead of ‘12’. Therefore, the 16th November 2006 minutes should have started from minute 11 to19.)

21. Matters Arising:

21.1 Minute 2 item 8: Examination Arrangements for MA Area Studies Dissertations:
It was NOTED that discussions were still in process and it was NOTED that, so far, only verbal agreement had been received.

21.2 Minute 6: LLM Programme Proposal: - It was NOTED that Part 2 of the LLM Programme proposal was not yet ready to be considered as the Course Proposal components accompanying the Part 2 Form were still being collected. It was hoped that the LLM Programme Proposal would be ready for the next 8th February FLTC meeting.

22. Annual Summary Report:
The Faculty Learning and Teaching Annual Summary Report (Appendix A) reporting on matters raised and recommended to Faculty Board during the 05/06 session, prepared by the Associate Dean (of Postgraduate Studies) for the Learning and Teaching Policy Committee, was NOTED.

23. Defims Programme Proposals:
The following Programme Proposals (Appendix B to J) were considered:

* MSc International Management (China)
* MSc Finance and Financial Law
* MSc Public Policy and Management
* *MSc Finance
** Postgraduate Diploma Quantitative Finance
The Faculty Learning and Teaching Committee were happy to RECOMMEND APPROVAL to Faculty Board for the programmes as above, with a caveat regarding Appendix E alone, as below.

*MSc Finance (Appendix E)

The Committee universally welcomed the introduction of the MSc Finance including the Quantitative Finance clusters, and wished the programmes well. There were, however, two reservations expressed about the detailed syllabus for the MSc and Postgraduate Diploma clusters in Quantitative Finance. The Committee requested the Department (DeFIMS) to consider these points:

a) It was NOTED that the course entitled 'Risk Management: Principles & Applications', from the cluster of courses listed under 'Financial Sector Management', should also appear under the cluster of courses for 'Quantitative Finance'. This course should be a prerequisite for the course 'Derivatives'.

b) It was also noted that for the MSc and Postgraduate Diploma clusters in Quantitative Finance, an up-to-date course at an appropriate level entitled 'Financial Econometrics' would be beneficial, or even essential for a degree or diploma programme of this title, especially bearing in mind the constituent courses of comparable programmes elsewhere.

The Department is therefore advised to review the syllabus for this programme cluster to redress this deficiency in further developing the menu of constituent courses of an appropriate content and level. The FLTC recommended approval of the MSc Finance and the Postgraduate Diploma in Quantitative Finance to Faculty Board subject to a review of the syllabus.

24. Deletion of Defims Existing Programmes for 2008

The deletion of the two existing programmes for 2008 listed below was NOTED.

- MSc Financial Management and
- MSc Financial Economics.

25. Assessment Guidelines for Defims Diploma in Economic Principles:

Chairs ACTION taken to RECOMMEND the Assessment guidelines for Diploma in Economics Principles for APPROVAL to Faculty Board, was NOTED.

26. Tutorial Size vs Room Size:

The FLTC NOTED the Faculty Administrator’s recommendation to reconsider the tutorial group size due to the inadequate size of the actual rooms which could not hold 15. Because of this problem it was NOTED that it caused budgetary cost for additional EAA hours – it was NOTED that each additional group would cost over £800 over the year. Therefore, FLTC AGREED to RECOMMEND to the Faculty Board to REDUCE the Tutorial group size from 15 to 12 for both UG and PG students.

27. Scholarships:

It was NOTED that the Old Mutual Plc had sponsored eight students to complete Distance Learning Programmes with the Centre for Financial and Management Studies in 2007.

28. Any Other Business:

28.1 NOTED that for the last three Faculty Learning and Teaching Committee meetings, there were no representatives from the Development Studies nor Politics Departments in attendance. Please note that it is important that all Departments are represented at the FLTC as on many occasions there are items that need to be considered and require input by all Departments.

28.2 Printing costs:

The Law representative raised the issue of high printing costs which students faced. The Associate Dean AGREED to raise this issue with the IT Department.

Library matters:
FLTC NOTED that a student/staff survey was scheduled to take place from 22nd January; an all-staff email would shortly be circulated with full information.

It was also NOTED that a four-week pilot for longer opening hours (but not 24-hour opening) later this term was approved by Resources Committee. Details were being negotiated with the Students' Union.

Next Faculty Learning and Teaching Committee is scheduled for Thursday 8th February, 2007.