

ACTION PLAN IN RESPONSE TO FEEDBACK ON THE STUDENT EXPERIENCE: SESSION 2013-14

**Faculty of Mathematics and Physical Sciences
School of Food Science and Nutrition**

EXECUTIVE SUMMARY																		
Aspect	National Student Survey						Undergraduate Programme Experience Survey						Postgraduate Programme Experience Survey					
	2012-13		2011-12		2010-11		2012-13		2011-12		2010-11		2012-13		2011-12		2010-11	
	School	Uni	School	Uni	School	Uni	School	Uni	School	Uni	School	Uni	School	Uni	School	Uni	School	Uni
Overall satisfaction	100	87	89	87	84	86	84	85	96	85	77	83	79	87	83	84	76	82
Teaching	95	89	92	90	91	88	83	85	90	84	79	83	78	87	79	85	82	84
Assessment & feedback	87	71	69	69	47	65	72	59	75	61	46	56	67	75	64	69	72	68
Academic support	93	81	90	80	83	77	76	72	90	72	73	68	79	85	71	80	81	79
Organisation & management	96	84	90	83	79	82	66	73	81	74	52	83	76	85	72	80	71	77
Learning resources	96	90	96	88	93	87	81	81	85	78	82	77	88	86	79	83	84	82
Personal development	95	81	85	81	79	78	74	69	83	68	67	65	81	77	72	71	73	70
Sector position (Food & Beverage)	1/7	57/147	4/8	51/150	5/8	46/151												
(Nutrition)	1/19		9/18		12/17													

Impact of 2011-12 actions	<ul style="list-style-type: none"> • Employability Enhancement Officer is really helping students at all levels with their placement and career planning. • Improved feedback on summer exams for returning students, as tutors can make papers available for any student who asks.
Achievements in 2012-13	<ul style="list-style-type: none"> • Strong student support for placement students from the EEO (above). • The Food Studies and Nutrition programme has now been renamed Food Science and Nutrition. • More Nutrition modules on offer. • NPD teams were assigned this year before the start of the 2013/14 session. • FOOD2190 and FOOD3370 have been modified in line with feedback. Including a new technical team for advice. • Accreditation achieved for UG and TPG Nutrition programmes from the Association for Nutrition.

Main actions for 2013-14	<ul style="list-style-type: none"> • More advice on module choices. • Timeline for feedback on submitted work to be made available earlier. • Show better how each programme has dedicated modules. • International rep(s) needed, and more help for Jiangsu (advanced entry) students to integrate.
Summary of student involvement in the production of this Action Plan	<ul style="list-style-type: none"> • Student reps were invited to a dedicated meeting where they were invited to bring feedback from their cohorts, discuss last year's Action Plan, and suggest future actions. • Students drew up the draft plan, and then staff added any further points. The plan is then re-circulated to students for any further comments

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School: Food Science and Nutrition

Faculty: MAPS

Aspect	Progress with actions in response to 2011-12 feedback and indication of impact	Issues raised in 2012-13 feedback	Planned response in 2013-14
Overall satisfaction	With 100% student satisfaction, finalists are generally pleased with their life in the School. Students recognise the improvements we're striving to make including the appointment of the EEO, more nutrition modules being made available, access to specialised equipment, and the first years reported that they 'quickly felt part of the [FS&N] community'.	FOOD2190 and FOOD3370 have been radically overhauled, and more staff are involved in supporting the Module Leader in delivering and assessing FOOD3370. BSc Food Studies and Nutrition title not thought to accurately represent the scientific nature of the degree programme. Can this be changed? UG Nutrition students less satisfied than other students. MSc satisfaction is mixed with one programme at 100% satisfaction and another quite low.	Continue to evaluate the success of our changes, and act on student feedback to the school. Students were surveyed on the option of changing the name of BSc Food Studies and Nutrition to BSc Food Science and Nutrition, and there was overwhelming support. The name has now been changed. Make more clear the philosophy and rationale of the UG BSc Nutrition and the employability of this Nutrition programme. Provide better feedback from student meetings with industrial board members to MSc students.
Teaching	Improvements on teaching scores in NSS. Programme meetings held for all returning students to ensure that the philosophy and rationale of the individual programmes are understood. Issues raised in 2012-13 feedback show this not to be completely successful. More nutrition modules were introduced in level 2 for the nutrition programme – not fully recognised by student cohort. Accreditation for BSc and MSc Nutrition programmes from the Association for Nutrition	The 3370 projects assigned to students after term had begun, along with the project titles. Welcome Back meetings to include information on the nature of each programme, the rationale for modules etc. More nutrition modules. Microbiology continues to be a problem both in teaching and lack of feedback. Food Science not perceived to be a 'proper course'. Appears to be no dedicated modules – these are all in semester 2 for the final year.	Students were told of their groups and the theme of this year's project before the start of teaching. Each degree programme group met with their respective programme leader at the start of term to outline the goals of the programme, and explain where each module fits within it. And to point out that all programmes have dedicated modules. Produce a written overview or podcast for those missing the programme group meetings. We continue to monitor the teaching of Micro, though as it takes place in Microbiology, we have

		Students want more contact with the school whilst on placement International/European and Industrial. Some students feel there is some lack of face to face contact with supervisors during the individual research project.	limited influence. Review how placements are arranged and managed – review how to contact students whilst on placement. Ensure that meetings between supervisors and research project students are timetabled at the start of the projects.
Assessment and feedback	NSS showed massive improvement with scores 87% (previously 69%) – marked improvement in 'problem' modules. Staff aware and contribute to the feedback expectations document – deadlines for return of marked with feedback to students are agreed by staff.	Students don't get feedback on their semester 2 exams. Some staff on FOOD1027 had not given feedback.	Exam papers are made available for tutee meetings with students returning in September. Students can request at any time to see an exam paper and arrange a time to go over this with their tutor. So students need to be made aware – especially returning 'industrial/year abroad' students. Timeline for feedback to be planned and circulated earlier. Monitor any problems Better information for students on collection of marked work.
Academic support	Continued improvements shown by a raise in NSS to 93%. Staff absence due to illness has had an impact on proposed actions – many staff members have been under extra pressure because of this.	A few members of staff appear elusive at times. A few members of staff appear more interested in research than teaching – all staff do balance these commitments. Year abroad students want more contact/news from the School.	Continue to encourage staff to use the notice boards which were placed outside all offices as a result of last year's Action Plan. DoSE and HoS to monitor those named staff students find difficult to contact and meet. Develop newsletters or VLE page for placement students to access while away from Leeds.
Organisation and management	Continued improvements shown by a raise in NSS to 96%. New policy on cancellation of lectures seems to have had some success with far fewer complaints about cancellations – but still some level 1 and 2 complaints about missed lectures.	Such is the success of the EEO, that she is sometimes hard to get hold of.	Re-enforce that all cancelled and re-arranged lectures – and any changes in lecture venues are approved via the timetabling officer. Make clear the booking procedure for meetings with the EEO.
Learning resources	Completion of installation of audio-visual equipment in the Food Technology Laboratory – infrastructure prepared for installation of further equipment throughout the School. Refurbishing laboratory benching and provision of seating in laboratories. New equipment and PCs in teaching laboratories.	First-year students would like practice MCQs	Introduce practice MCQs in all modules using MCQs. Provide some practice resources on the VLE. Inform students of resources for MICRO MCQ practice on the VLE. Complete audio-visual upgrading. Planning of improvements in equipment for Food Technology Laboratory – and infrastructure.
Personal development	Continued improvements shown by a raise in NSS to 95% - partly due to the appointment of EEO.	Leeds for Life continues to be perceived as of 'limited value', but survey does show a large increase in usage. Meet and greet all new International students to the	Ensure that an international student rep is appointed. Leeds for Life demonstration/tutorial for staff and produce advice for personal tutors, embedding

		School at the start of the year. An International Rep would be useful as some international students don't really engage with student initiatives.	Leeds for Life in personal tutoring.
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