

**GOLDSMITHS
University of London**

COUNCIL

ACADEMIC BOARD

Minutes of the meeting held on 18 September 2014

OPEN BUSINESS

Present: Mr Patrick Loughrey (in the Chair), Dr Michael Banissy, Professor Lucia Boldrini, Professor Frank Bond, Professor Roger Burrows, Professor Jim Campbell, Professor Sean Cubitt, Professor Mark D’Inverno, Ms Sarah El-alfy, Professor Anna Furse, Dr Monica Greco, Dr Gholam Khiabany, Dr Pdraig Kirwan, Dr Ben Levitas, Mr Howard Littler, Professor Saul Newman, Dr Richard Noble, Professor Stephen Nugent, Professor David Oswell, Professor Carrie Paechter, Ms Jacqueline Pennell, Dr Juliet Sprake, Dr Anna Traianou, Dr Derval Tubridy, Mr Matthew Ward, Professor Robert Zimmer.

Apologies: Ms Lynda Agili, Professor Gavin Butt, Professor Adam Dinham, Ms Sue Dixon Professor Michael Dutton, Dr Matthew Fuller, Dr Marco Gillies, Ms Annie Guo, Dr Ariel Hessayon, Professor Elisabeth Hill, Dr Berta Joncus, Professor Scott Lash, Dr Veronica Lawrence, Mr Gerald Lidstone, Ms Julia Lockheart, Ms Claire MacLean, Dr Tim Parnell, Dr Tom Perchard, Professor Jane Powell, Ms Sian Prime, Dr Vivienne Richmond, Professor Emma Tarlo Ms Joan Turner.

In attendance: Mr Kieron Broadhead, Mrs Liz Bromley, Mr Andrew Gray, Miss Rachel Soper, Miss Emma Price (Secretary).

1 NEW MEMBERS

Professor Sean Cubitt, Head of the Media and Communications Department, Dr Vivienne Richmond Head of the History Department, Dr Gholam Khiabany Academic Staff Representative from the Department of Media and Communications, Dr Pdraig Kirwan Academic Staff Representative from the English and Comparative Literature Department and Ms Sarah El-alfy Education Officer were welcomed to the Board.

2 STANDING ORDERS

Received:

the Standing Orders for 2014-15.

3 CONFLICTS OF INTEREST POLICY

Received:

the College Policy on Conflicts of Interest.

4 TERMS OF REFERENCE, COMPOSITION AND MEMBERSHIP

Received:

the terms of reference, composition and membership of the Board for 2014-15 (13-477).

3 MINUTES

Resolved:

that the Minutes of the meeting held on 11 June 2014 be approved.

4 WARDEN'S REPORT

The Warden gave an oral report on matters of interest to the College.

It was reported that work continued to support the growth agenda of the College. The Deputy Warden continues to nurture possibilities for the academic development of the portfolio. Work also continues on the Efficiency and Effectiveness review, which is being led by the Pro-Warden (Research and Enterprise).

Indications are that student recruitment will meet our targets at undergraduate level and international postgraduate. Admissions Tutors and staff within the Admissions Office were thanked for their efforts in helping to meet these ambitious targets.

Reference was made to the QAA Higher Education Review which would be held in June 2015. It was noted that the drafting of the Self-Evaluation Document was progressing well; this Board would consider a version in early 2015. The collection of evidence to support the SED would begin shortly and it was requested that Departments ensured that supporting information was readily available.

The National Student Survey results for 2014 had been released. The response rate had increased by 9 percentage points to 75% however; we have seen a slight drop in student satisfaction across the core question categories. Analysis of the results at Department and programme level would be undertaken. The College would be considering how to respond to the survey results and communicating any actions taken as a result of this feedback to students.

It was reported that GLEU had changed its name to the Teaching and Learning Innovation Centre and would now be under the direction of the Associate Pro-Warden (Learning Enhancement).

The recent graduation ceremonies had been a great success enlivened by the presence of the Honorary Fellows. A project had been initiated to capture more about the Honorary Fellows and strengthen their relationship with the College. Departments are encouraged to respond to the recent call for nominations.

5 ACADEMIC BOARD EFFECTIVENESS REVIEW

Received:

a paper from the Deputy Warden on proposed terms of reference and membership of Committees of Academic Board (14-325)

Noted:

- (i) that following approval of a revised committee structure by Academic Board at its June 2014 meeting the terms of reference and membership were proposed;
- (ii) that the revised structure proposed the introduction of two new committees: a Student Experience Sub-Committee that would report to the Learning, Teaching and Enhancement Committee and a Partnership Sub-Committee which would report to the Academic Development Committee;
- (iii) that the proposed Student Experience Sub-Committee had equal representation from students and staff, additionally the Students' Union President would be acting as Deputy Chair;
- (iv) that the academic membership of committees would now be linked to Schools to promote communication within the Schools. It was suggested that to retain the ability for staff with specific areas of expertise to be members of committees this category of member should be amended from Representative to Academic Member;
- (v) that it is expected that communication across Schools would be facilitated by the Associate Pro-Wardens. This communication link should be used to strengthen the connection between Chairs of Department Learning and Teaching Committees and the Learning, Teaching and Enhancement Committee;

Resolved:

that proposed terms of reference and committee membership be approved subject to the change to 'Academic Member' and clarification of the role of Associate Pro-Wardens in communication within Schools.

6 REGULATIONS REVIEW

Received:

proposals for revised General Regulation and Assessment Regulations for implementation in 2014-15 (14-326).

Noted:

- (i) that the regulations had been restructured to ensure that they are clear and easier for student to understand as suggested by the Competition and Markets Authority. This had been balanced by the requirements of the Quality Assurance Agency and Office for the Independent Adjudicator for precision in regulations;

- (ii) that monitoring of student attendance in relation to assessment had not been included within the regulations;
- (iii) that the use of a sliding scale of penalties for late submissions was discussed. It was agreed that the Senior Tutor played a key role and that a role descriptor should be included within the regulations along with clear guidance for the role;
- (iv) that greater guidance could be included on acceptable extenuating circumstances. It was suggested that the regulations should direct staff and students to greater guidance on extenuating circumstances;
- (v) that the regulation around non valid attempts and resits required clarification to ensure that it was clear that students who had a plagiarism allegation upheld could undertake a late summer resit;
- (vi) that the proposed student guide to the regulations would require further discussion with the Students' Union before publication;
- (vii) that an overview of revisions made to the regulations should be circulated to Departments to facilitate the use of regulations in the first assessment points of the academic year.

Resolved:

that the General Regulations and Assessment Regulations be approved subject to clarification around non valid attempts and resits and that guidance is produced for Departments.

7 ADMISSIONS POLICY

Received:

proposals for a revised Admissions Policy for implementation in 2014-15 (14-327).

Noted:

- (i) that the introduction of Chapter B2 'Recruitment, selection and admission to higher education' of the UK Quality Code for HE had prompted a review of the admissions policy. The revised policy aims to facilitate a fair and open admissions procedure enacted by trained professionals;
- (ii) that the revised policy had been considered by Supporting Professionalism in Admissions who were confident that the revisions resulted in a fair and open policy;
- (iii) that the policy would be supported by guidance documents to capture different practices in the selection and admission of students for practice based programmes requiring auditions or portfolios;
- (iv) that a programme of training for those involved in the admissions process was being developed and implemented;

- (v) that Departments should review the coordination of Postgraduate Taught admissions with a view to reducing the number of individuals involved;
- (vi) that the Board should receive a discussion paper on the options for Postgraduate admissions.

Resolved:

that the Admissions Policy be approved.

8 QUALITY ASSURANCE POLICIES

Received:

proposals for the approval of new programme (14-329), approval of programme amendments (14-330), annual programme review (14-331), periodic review (14-332), programme closure (14-333) and external examining at Goldsmiths (14-334).

Noted:

- (i) that the policies had been considered against the relevant chapters of the UK Quality Code for HE to ensure that the Expectations contained within the chapters are met;
- (ii) that the policies reflect any changes in reporting requirements as a result of the revised terms of reference for Academic Board side committees considered under item 5;
- (iii) that the policies were now presented in a consistent format and included the provision for review in light of internal and external factors.

Resolved:

that the policies for the approval of new programme, approval of programme amendments, annual programme review, periodic review, programme closure and external examining at Goldsmiths be approved.

9 GOLDSMITHS: VALUE AND VALUES

Received:

a paper from the Deputy Warden setting out a context for the Strategic Plan (14-335).

Noted:

- (i) that the paper outlined a number of recent accolades and awards bestowed on staff and students at the College. The paper highlights that the College is highly values-driven;

- (ii) that the paper provided a context for the Strategic Plan and could be used for a number of purposes for different audiences;
- (iii) that the paper would benefit from a greater emphasis on enhancements and improvements that would be undertaken to take forward the value and values outlined within it;
- (iv) that the values agenda outlined in the paper should be enshrined in our public information and especially in relation to the careers of alumni;
- (v) that a number of initiatives and accolades were missing from the paper and should be included. Members were invited to share these accolades with the Secretary for inclusion in the paper;
- (vi) that the core value at the College of the transformational benefit of education should be more explicit within the paper.

Resolved:

that a revised version of the paper should be made available to the College.

10 EXTERNAL EXAMINERS

Resolved:

to appoint the following External Examiners:

Professor Viv Edwards

Certificate in Pedagogies for dual language learning
Director, National Centre for Language and Literacy
University of Reading

From 1st November 2013 to 30th September 2017

Ms Kathy Kubicki

BA Fine Art Extension Degree (Critical Studies)
Senior Lecturer

University of the Creative Arts

From 1st November 2014 to 30th September 2018

Dr Catherine Nall

MRes English and Comparative Literature
Senior Lecturer in Medieval Literature

Royal Holloway, University of London

From 1st November 2013 to 30th September 2014

Mr Justin O'Brien

BSc in Management and Entrepreneurship
Senior Lecturer and MBA Director

Royal Holloway, University of London

From 1st November 2014 to 30th September 2018

Professor Andrew Patrizio

MFA Curating
Programme Director
Edinburgh College of Art
From 1st November 2013 to 30th September 2017

Ilham Salimane

Certificate in the Teaching of Community Languages (Arabic)
Language Specialist (Arabic)
SOAS, University of London
From 1st November 2013 to 30th September 2017

Dr Amitabh Shambhu Rai

MA in Film and Screen Studies
Senior Lecturer
Queen Mary, University of London
From 1st November 2014 to 30th September 2018

Dr Damien Short

MA Human Rights, Culture & Social Justice
Reader in Human Rights, Human Rights Consortium, School of Advanced Study,
University of London
From 1st November 2014 to 30th September 2018

Ms Bridget Smith

BA Fine Art Extension Degree (Studio Practice)
Self-employed artist
From 1st November 2014 to 30th September 2018

Ms Deborah Southerland

MA Fashion
Senior Lecturer/Programme Leader
University of the West of England, Bristol
From 1st November 2013 to 30th September 2017

Professor David Spencer

BA Economics, Politics and Public Policy
Professor of Economics and Political Economy
Leeds University Business School
From 1st November 2014 to 30th September 2018

Dr Helen Thomas

MA Design Education
Research Fellow
ETH Zurich, Departement Architektur
From 1st November 2013 to 30th September 2017

Dr Anna Whitelock

BA History/joints
Reader
Royal Holloway, University of London
From 1st November 2014 to 30th September 2018

Dr Rose Whyman

MA Performance and Culture
Head of Drama
University of Birmingham
From 1st November 2014 to 30th September 2018

11 COLLABORATIVE PROVISION HANDBOOK

Resolved:

that the revised Collaborative Provision Handbook be approved (14-195R).

12 HIGHER EDUCATION ACHIEVEMENT REPORT PROJECT UPDATE

Resolved:

that the update from the Higher Education Achievement Report Project be approved (14-337).

13 RETIREMENTS FROM THE BOARD

Noted:

- (i) that Aeron Davis was retiring from the Board and was thanked for his contribution.

14 ANY OTHER BUSINESS

Noted:

- (i) that a number of events would be held over the autumn term to celebrate Richard Hoggart, the 110th anniversary of the Department of Education Studies and the naming of the Professor Stuart Hall building.

15 FUTURE MEETINGS

Noted:

the dates of meetings in 2014-15, which will begin at 2.00pm in the New Academic Building Room 3.26, as follows:

Wednesday 10 December 2014
Tuesday 24 February 2015 (starting at 12.30pm)
Wednesday 25 March 2015
Wednesday 3 June 2015