

**GOLDSMITHS  
University of London**

**COUNCIL**

**ACADEMIC BOARD**

**Minutes of the meeting held on 16 September 2015**

**OPEN BUSINESS**

**Present:** Mr Patrick Loughrey (in the Chair), Ms Adrihani Abd Rashid, Dr Michael Banissy, Professor Lucia Boldrini, Professor Frank Bond, Professor Andy Bremner, Professor Roger Burrows, Dr Lisa Busby, Professor Rebecca Cassidy, Professor Sean Cubitt, Mr Adrian De La Court, Professor Mark D'Inverno, Professor Michael Dutton, Professor Matthew Fuller, Mr Ian Gardiner, Dr Marco Gillies, Dr Monica Greco, Ms Annie Guo, Professor Elisabeth Hill, Mr Steve Keirl, Dr Pdraig Kirwan, Dr Ben Levitas, Mr Gerald Lidstone, Mr Daniel Nasr, Professor Saul Newman, Professor Osita Okagbue, Professor David Oswell, Professor Carrie Paechter, Ms Jacqueline Pennell, Dr Vivienne Richmond, Ms Astrid Schmetterling, Dr Anna Traianou, Mr Matthew Ward.

**Apologies:** Professor Claudia Bernard, Professor Gavin Butt, Ms Sue Dixon, Dr Ariel Hessayon, Mr Kevin Jones, Dr Gholam Khiabany, Ms Julia Lockheart, Ms Claire MacLean, Dr Mao Mollona, Ms Bahar Mustafa, Dr Richard Noble, Professor Jane Powell, Ms Joan Turner, Professor Robert Zimmer.

**In attendance:** Ms Lynda Agili, Mrs Liz Bromley, Dr Veronica Lawrence, Mrs Lucinda Parr, Miss Emma Price, Mrs Cathryn Thompson (Secretary).

**1 NEW MEMBERS**

Professor Rebecca Cassidy, Head of the Anthropology Department, Professor Osita Okagbue Head of the Theatre and Performance Department, Mr Ian Gardiner Head of the Music Department, Professor Andy Bremner Head of the Psychology Department, Mr Steve Keirl Academic Staff Representative from the Department of Design, Dr Lisa Busby Academic Staff Representative from the Music Department, Professor Claudia Bernard Academic Staff Representative from the Social Therapeutic and Community Studies Department, Ms Astrid Schmetterling Academic Staff Representative from the Visual Cultures Department, Mr Adrian De La Court Academic Staff Representative from the Institute for Creative and Cultural Entrepreneurship, Ms Adrahani Abd Rashid President, Mr Daniel Nasr Education Officer and Ms Bahar Mustafa Welfare and Diversity Officer were welcomed to the Board. Mrs Cathryn Thompson, Head of Quality, was welcomed back to the Board.

**2 STANDING ORDERS**

**Received:**

the Standing Orders for 2015-16 (15-289).

### **3 CONFLICTS OF INTEREST POLICY**

**Received:**

the College Policy on Conflicts of Interest (15-297).

### **4 TERMS OF REFERENCE, COMPOSITION AND MEMBERSHIP**

**Received:**

the terms of reference, composition and membership of the Board for 2015-16 (15-298).

### **5 MINUTES**

**Resolved:**

that the Minutes of the meeting held on 3 June 2015 be approved.

### **6 WARDEN'S REPORT**

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

A joyous week of celebration at the Graduation Ceremonies last week was reported to the Board, with good departmental representation and effort by all to make it such a positive event. The great list of honorands was also noted, with some current collaborations and future engagements already agreed. Departments were asked to continue to send in their nominations for honorands, and to think big and imaginatively about nominees.

The Warden was pleased to inform the Board that undergraduate recruitment targets had been met, with some departments performing exceptionally well. The focus now was to ensure appropriate resource planning takes place and that the student experience is managed from this point on, prior to arrival. However, postgraduate recruitment was notably down, mirroring a trend across the sector. New, popular programmes were welcomed, whilst the Deputy Warden was leading work in relation to low recruiting programmes and the Pro Warden (Learning and Teaching Enhancement) was leading a postgraduate admissions review.

Short courses had been successfully launched as a new venture, and possibilities for further collaborative arrangements were being developed and explored, including the validation of a both a Masters and PhD programme with Nordoff Robbins.

The College's performance against all league tables was reported, with specific mention of the Design Department's exceptional performance in the NSS 2015. However, it was reported that not all departments had performed so well, with some being in the lower quartile for their subject area, which was not deemed to be acceptable. The QS results, however, show an improvement for Goldsmiths, placing the College in the top 500.

The Warden provided a short overview of the recent QAA Higher Education Review and noted that Goldsmiths had 'met UK expectations' in all four judgement areas.

Congratulations and thanks were expressed to all involved in preparations for the Review. The focus going forward related to the oversight of the PGR process, the PGR student experience and staff development arrangements in relation to teaching and learning.

Finally, the announcements from the new minister for Universities and Science on the introduction of a Teaching Excellence Framework (TEF) had raised a number of questions following HEFCE's latest consultation exercise on the quality assessment review. It was noted that the College would respond to the next consultation, ahead of the green paper.

## **7 HIGHER EDUCATION REVIEW**

### **Received:**

the report from the June 2015 QAA Higher Education Review (15-299) and associated action plan (15-300).

### **Noted:**

- (i) that any remaining typos and factual inaccuracies in the report were being followed up with QAA directly;
- (ii) that Goldsmiths had met UK expectations in all four judgements, and that four good practice areas, six recommendations and four affirmations had been identified;
- (iii) that an action plan, addressing good practice, recommendations and affirmations, would be published online and linked through to from the QAA's website, and that progress in relation to all actions would be closely monitored and reported to Learning, Teaching and Enhancement Committee during 2015-16;
- (iv) that the main areas for improvement related to the College's postgraduate research provision and the central oversight and monitoring of staff development activities in relation to teaching and learning;
- (v) that the work of Departmental Student Coordinators was commended by the QAA Review Team and that the College would continue to work with the Students' Union on further enhancing both the DSC and student representative process.

### **Resolved:**

To approve Goldsmiths' Action Plan in response to the QAA Higher Education Review, for publishing on the College's website, following an editorial amendment to specify the requirement of two 'internal' supervisors for each postgraduate research student (15-300).

## **8 REGULATIONS**

### **Received:**

amendments to the General Regulations and Assessment Regulations for implementation in 2015-16 (15-301).

**Noted:**

- (i) that each individual case of 'exceptional circumstances' (with supporting evidence) relating to interruption of study would be considered on a case-by-case basis, and that the suspension of regulations would be processed by the relevant team in Students, Alumni and Library Services.

**Resolved:**

that amendments to the General Regulations and Assessment Regulations be approved (15-301).

**9 TERMS OF REFERENCE, CONSTITUTION AND MEMBERSHIP**

**Resolved:**

the terms of reference, constitution and membership for committees of Academic Board (15-302).

**10 NATIONAL STUDENT SURVEY 2015**

**Received:**

the initial analysis of the National Student Survey 2015 (15-303).

**Noted:**

- (i) that departmental data was in the process of being shared with the relevant Heads, along with comparisons to College data and UCAS competitors, and that Departments were being asked to provide their responses in the form of an action plan, which would be reported and monitored through Learning, Teaching and Enhancement Committee;
- (ii) that an institution-level NSS strategy group had met to agree short-term fixes for NSS 2016 and long-term developments to improve student satisfaction levels at Goldsmiths', as well as how good practice might be shared more widely across the College, through working more closely with the Students' Union and DSCs;
- (iii) that a new centre/organisational hub for any student registered on a combined studies programme, proposed as part of the combined students framework, would maintain oversight of the student experience through the implementation of systematic structures for joint programmes;
- (iv) that the College was looking at ways of better assessing teaching quality, for example for promotional purposes, particularly in the absence of any peer observation process or mandatory Personal Development Review process;
- (v) that key areas of improvement related to organisation and management, assessment feedback and learning resources; Departments were asked to talk openly and positively to students about these, and to clearly and promptly communicate any difficulties and reasons for disruption, in order to mitigate the impact.

## **11 ANNUAL REPORT TO ACADEMIC BOARD ON ACADEMIC APPEALS, STUDENT COMPLAINTS AND DISCIPLINARY MATTERS**

### **Received:**

the annual report on academic appeals, student complaints and disciplinary matters for the 2013-14 session (15-304).

### **Noted:**

- (i) that response times to student appeals had improved;
- (ii) that it was considered unrealistic for departments to be required to report centrally on the volume of informal complaints received, particularly as this might unnecessarily formalise those general discussions with students that enabled the member of staff to act on and respond promptly to any feedback received;
- (iii) that future reports should include a breakdown of data in relation to diversity, including Black Minority Ethnic and Disability at department level where possible, ensuring that no individual students could be identified;
- (iv) that 'diversifying the curriculum' was now a key feature in the development of new programmes, and Annual Programme and Periodic Review processes, as well as a better presentation of data following Goldstart and an audit on diversity being available through TaLIC's Fellowship Scheme.

## **12 EXTERNAL EXAMINERS**

### **Resolved:**

to appoint the following External Examiners:

#### **Dr Andrew David Caink**

BA English

Principal Lecturer, Department of English, Linguistics and Cultural Studies

University of Westminster

*From 1st September 2015 to 31st August 2018*

#### **Dr Emma Louise Dewberry**

MA Design Futures

Senior Lecturer in Design Ecology

Open University

*From 1st September 2015 to 31st August 2018*

#### **Dr Sarah Grochala**

MA Playwriting

Lecturer, Writing for Theatre

Royal Central School of Speech and Drama

*From 1st September 2015 to 31st August 2018*

#### **Dr. Valerie Kaneko-Lucas**

BA Drama and Theatre Arts

BA English and Drama

Programme Director, Theatre and Performance Studies

Regent's University London  
*From 1st September 2015 to 31st August 2018*

**Professor James Loxley**

BA English  
Professor of Early Modern Literature  
University of Edinburgh  
*From 1st September 2015 to 31st August 2018*

**Professor Peter John Edgley Robinson**

BA English  
Professor of English & American Literature  
University of Reading  
*From 1st September 2016 to 31st August 2019*

**Dr Gail Steptoe-Warren**

MSc Occupational Psychology  
Principal Lecturer  
Coventry University  
*From 1st September 2015 to 31st August 2018*

**Dr Tim Wildschut**

MSc Psychology of Social Relations  
Associate Professor, Department of Psychology  
University of Southampton  
*From 1st September 2015 to 31st August 2018*

**Professor Abigail Williams**

BA English  
Professor of Eighteenth Century Literature  
St Peter's College, Oxford University  
*From 1st September 2015 to 31st August 2018*

**13 NORDOFF ROBBINS**

**Resolved:**

that the revised staffing and governance structure and Chair of the Board of Examiners for Nordoff Robbins be approved (15-306).

**14 UNIVERSITY OF LONDON INTERNATIONAL ACADEMY REGULATIONS**

**Resolved:**

that the University of London International Academy English programme regulations be approved (15-307).

**15 NOMINATIONS AND GOVERNANCE COMMITTEE**

**Resolved:**

that the establishment of the Nominations and Governance committee be approved (15-308).

## **16 SCHEDULE OF BUSINESS**

### **Received:**

the annual schedule of business for Academic Board 2015-16 (15-309).

## **17 RETIREMENTS FROM THE BOARD**

### **Noted:**

that Emma Price was retiring from the Board and was thanked for her contributions.

## **18 ANY OTHER BUSINESS**

### **Resolved:**

- (i) that Professor Lucia Boldrini and Mr Gerald Lidstone be approved as members of Honorary Degrees and Fellowship Committee.

### **Noted:**

- (i) that a high proportion of students had not attended their resits this year. This was due to a number of reasons, such as communication issues and a large proportion of students who had in fact withdrawn during the year but not completed the necessary paperwork. Better communication between academic departments and the student record team was required going forward, as well as the need for a clearer process for recording students who interrupt their studies;
- (ii) that there had been a number of issues entering marks relating to the resit process this year and that there needed to be the appropriate technical support within the student records system going forward; essentially to ensure that the appropriate penalties are automatically applied to resit marks and that there is only a single point for assessing and entering marks onto the system (e.g. academics entering marks onto Columbus directly), in order to reduce the potential for human error when transferring marks.

## **19 FUTURE MEETINGS**

the dates of meetings in 2015-16, which will begin at 2.00pm in the Professor Stuart Hall Building Room 3.26 as follows:

Wednesday 2<sup>nd</sup> December 2015  
Wednesday 9<sup>th</sup> March 2016  
Wednesday 8<sup>th</sup> June 2016

*CT*

*September 2015*