

**GOLDSMITHS
University of London**

ACADEMIC BOARD

ACADEMIC DEVELOPMENT COMMITTEE

Minutes of the meeting held on 12 February 2007

Present: Dr Philip Broadhead (in the Chair), Ms Vicky Annand, Dr Gavin Butt, Professor Michael Dutton, Dr Andrew Fisher, Dr Andrea Gilroy, Mr Gerald Lidstone, Professor Carrie Paechter, Mr Bob Westaway, Ms Lante Yan'Kyaa, Professor Geraint Wiggins.

In attendance: Head of Secretariat (Secretary).

Apologies: Mr Geraint Fox, Dr Helen Jones, Professor Nirmala Rao.

OPEN BUSINESS

1 MINUTES

Resolved:

that the minutes of the meeting held on 2 November 2006 be approved.

Noted:

that Minute 4(ii) was to be understood as indicating that Academic Development Committee had no responsibility for risk management.

**2 MATTERS ARISING: CREATIVE INDUSTRIES
(Minute 3 refers)**

Noted:

that a delay had occurred in the preparation of the Creative Industries bid to HEFCE, and that a draft bid would come to Academic Development Committee in May for approval, prior to submission to HEFCE in August.

**3 COLLABORATIVE PROVISION, PARTNERSHIPS, AND THE OPPORTUNITIES OFFERED
BY DEGREE-AWARDING POWERS**

Received:

a report from the Head of Quality, in response to the Committee's request at its last meeting (Minute 4 refers) (07-49).

Noted:

that at the next meeting the Committee would receive a report from the Head of Quality on possibilities for European Collaboration, and in particular *Erasmus Mundus*.

4 STRATEGIES FOR COLLEGE ACTIVITY IN INDIA AND CHINA

Received:

briefing papers from the Pro-Warden (Academic) and the Pro-Warden (Research and Development) on the scope for future College activities in India and China, and proposals for the establishment of Working Groups in related strategy areas. (07-50, including a tabled appendix with draft composition and terms of reference for working groups, which would in due course submit reports to both Academic Development Committee and SMT).

Resolved:

that the draft terms of reference and composition for the Working Groups in India and China be approved, it being noted that appointments to membership of the Groups would be by Chair's Action.

During discussion the following areas were raised in relation to the papers:

- (i) the benefits of developing pre-sessional provision, including support for training in academic writing, it being noted that for many international students funding was available for two years (one year pre-sessional plus one-year MA);
- (ii) the benefits of linking more effectively to overseas alumni - especially in countries where personal links to the university of graduation were of particular cultural importance (eg Korea);
- (iv) current Educational Studies activity in relation to the Chinese market, which was at both undergraduate and postgraduate level and was expected to continue mainly at postgraduate level;
- (v) the need to have a clear approach to issues relating to "Chinese language" (it being noted that the paper relating to China did not define which one was intended);
- (vi) the current difficulty, because of the structure of College degree courses, of obtaining British Computer Society accreditation, and the impact which this might have on the funding by certain countries (eg India) of their students for UK study.

5 ACCESS AGREEMENT

Received:

a report on minor changes made to the Access Agreement by Chair's Action, and on activities related to Student Bursaries and Widening Participation in 2007-08 (07-17).

Noted:

- (i) that the College's initial experience of bursaries had been positive, and that unlike many other higher education institutions, Goldsmiths was investing more in bursaries than originally planned;
- (ii) that 15 new scholarships had been allocated at Clearing and that, if this practice were to continue in future years, the awards would need to be monitored to ensure that the standard set for the achievement of a scholarship did not differ from that which had applied to pre-Clearing applicants in the same cohort.

6 LIFELONG LEARNING NETWORKS

Received:

a report from the Pro-Warden (Student Learning and Development) and to comment on the proposed bid from Goldsmiths for Additional Student Numbers (ASNs) (07-51).

Members of the committee expressed support for the bid for additional student numbers, intended to be submitted at the end of February 2007.

7 RECRUITMENT AND ADMISSIONS

Received:

a report from the Registry concerning student admissions for 2006-07 as at February 2007 (07-52).

Resolved:

to ask the Registry to explore scope for improvements in the presentation of data - including highlighting of important elements generally, highlighting times of year when particular statistics were of special significance, and including visiting students in statistics as soon as this became technically possible.

8 PORTFOLIO REVIEW OF TAUGHT POSTGRADUATE PROGRAMMES

Received:

a report from the Head of Quality on progress with the Portfolio Review of Postgraduate Programmes (07-53).

Noted:

- (i) that, given the infrastructural costs of running a programme of any size, the College would benefit from the establishment of guidelines on the minimum number of students on an MA - 10 and 12 being numbers which had been proposed at various times (it being noted however that the viability of individual courses - which might be shared by a number of programmes - remained a significant factor);
- (ii) that the planning process had not in the past always delivered the new resources promised in line with new programmes and increased recruitment, and that it was intended that this would improve under the process now being introduced.

9 FUTURE GOVERNANCE STRUCTURE FOR THE GRADUATE SCHOOL

Received:

draft terms of reference and a draft composition for the Graduate School permanent governance structure. (07-40 - including a tabled appendix containing amendments proposed by the Advisory Panel for the Graduate School (6 February 2007.)

Resolved:

that the draft terms of reference and composition being recommended by the Advisory Panel for the Graduate School to Academic Board, as set out in the tabled appendix to Paper 07-40, be endorsed.

10 2012 OLYMPICS

Received:

a report from the Pro-Warden (Research and Development) on the College's engagement with the planning for the 2012 Olympic and Paralympic Games (07.54).

11 MONITORING OF THE "GROWTH AND DEVELOPMENT" STRATEGIC AIM

Received:

a report from the Head of Planning on the responsibilities of committees in relation to Strategic Aims, and on departments' responses to targets relating to the Growth and Development Aim (Appendix B), oversight of which lay within the scope of Academic Development Committee, as indicated in Appendix A (07.55).

[Note: Exemption claimed for the reports in Appendix B. The coversheet, the main paper and Appendix A were noted as Open Business.]

Noted:

- (i) that this report on achievement of the previous year's planning targets would be annual, and in future would normally be received in the Autumn term;
- (ii) that the development of Web facilities were a common factor in the achievement of many departmental targets under the Growth and Development Strategic Aim, and that it might be beneficial for an overview to be taken of these, in particular in view of the absence of specific targets from the Web Team/IT Department generally (suggesting either that they had located the same targets elsewhere in the Strategic Aims structure, or that they saw their role in terms of supporting departmental targets, rather than in specifying institution-level targets);
- (iii) that in future planning rounds the question of better articulation between targets for academic and those for administrative/support departments could usefully be addressed.

Resolved:

to ask the new Head of Planning to take account of points (ii) and (iii) noted above, in the further development of the planning process.

12 STRATEGIC PLANNING AND RESOURCE ALLOCATION FOR 2007-08

Received:

a report from the Head of Planning on the content of departmental plans submitted for 2007-08 relevant to the scope of Academic Development Committee (07.56).

Noted:

- (i) that in the view of some members of the Committee the College would benefit from further clarification of the criteria for approving the introduction of a new programme;
- (ii) that the evaluation of postgraduate taught programmes would benefit from an assessment of the extent to which Master's graduates at Goldsmiths progressed to research degrees.

*RMH
February 2007*