

**GOLDSMITHS
University of London**

ACADEMIC BOARD

LEARNING AND TEACHING QUALITY COMMITTEE

Minutes of the meeting held on 11 March 2009

Present: Dr Philip Broadhead (Chair) Dr Victoria Goddard
Dr Basem El-Haddadeh Ms Mary Claire Halvorson
Dr Victoria Korzeniowska Ms Mary Nixon
Professor Len Platt Mrs Vivien Taibe
Ms Denise Miller (Secretary)

Apologies: Dr Jorella Andrews; Mr Jesse Fajemisin; Ms Vee Harris; Dr James Martin;
Professor Carrie Paechter; Dr Ida Pu; Ms Juliet Sprake; Dr Gareth Stanton;
Ms Jess Tratt; Dr Michael Young

In attendance: Mr Gareth Bodrell; Dr John Phelps

OPEN BUSINESS

49 MINUTES

Resolved:

to approve the minutes of the meeting held on 11 February 2009

50 MATTERS ARISING FROM THE MINUTES

Noted:

that the Committee would consider matters arising in detail at the next meeting

51 COLLABORATIVE PROVISION

51.1 Framework for Collaborative Provision

Received:

proposals from the Head of Quality and Standards for a framework for collaborative provision (09-124)

Noted:

- (i) that the College's collaborative provision was principally the arrangement with ITP Bern, however clear and formal arrangements would be useful now and in the future, particularly as the College intended to expand its provision as part of a broader strategic drive towards the development of new partnerships
- (ii) that the Head of Quality and Standards had written a comprehensive and useful document, and had received feedback on it from a number of interested parties, including members of the Committee unable to attend today's meeting, which had been incorporated
- (iii) that the framework could easily be expanded, with more annexes included, as provision grew
- (iv) that the framework allowed discretion in the application of the guidelines for institutional approval so that they could be varied where appropriate
- (v) that the proposal that Programme Scrutiny Sub-Committee should receive and consider reports arising from the institutional review process would mean a change to the terms of reference and the composition of the Sub-Committee
- (vi) that ultimately, as provision grew, the committee structure might need reviewing
- (vii) that translated materials provided by institutions delivering a programme in a language other than English would have to be verified by Goldsmiths
- (viii) that as well as the Committee and Academic Board, all validated programme approvals should also be reported to Council
- (ix) that programme approval and institutional review would be distinct processes with independent outcomes
- (x) that for programmes taught in languages other than English the External Examiner would need to be competent to operate professionally in both English and the language of provision, and have experience of UK higher education
- (xi) that the College, before entering into agreements with partner institutions for provision in languages other than English, would need to assure itself that a suitable pool of expertise that could be drawn on for external examining purposes existed

Resolved:

- (i) that the next meeting of Programme Scrutiny Sub-Committee should consider its terms of reference and composition
- (ii) to add to section 10.1 of the framework that the College will verify translated materials
- (iii) to add to section 10.3 of the framework that approval of collaborative provision should be reported to Council

Recommended:

the approval of the framework with the amendments noted above

51.2 Student Handbooks

Noted:

a proposal from the Head of Quality and Standards to formalise College level arrangements for the scrutiny of student handbooks in languages other than English:

Recommended

that student handbooks for collaborative arrangements should be seen and approved before publication by the Department concerned, with materials in languages other than English translated as necessary.

52 STANDARDS SCRUTINY SUB-COMMITTEE: 20 JANUARY 2009

Noted:

the minutes of the meeting of the Standards Scrutiny Sub-Committee meeting held on 20 January 2009 (09-125)

53 MA DANCE MOVEMENT THERAPY

Noted:

- (i) that MA Dance Movement Therapy, located in the Department of Professional and Community Education, was recently re-accredited for a further 5 years by the Association for Dance Movement Therapy UK
- (ii) that the ADMT's full report would be considered by the Committee at its next meeting

54 ANY OTHER BUSINESS

Noted:

there was no other business

55 FUTURE MEETINGS OF THE COMMITTEE

Noted:

that the next meeting of the Committee would be held in Deptford Town Hall, room 110, at 10am on Wednesday 20 May 2009