

GOLDSMITHS
University of London

COUNCIL

ACADEMIC BOARD
Minutes of the meeting held on 9 December 2009

Present: Professor Geoffrey Crossick (Chair), Dr Toby Abse, Dr Catherine Alexander, Dr Jorella Andrews, Professor Frank Bond, Dr Philip Broadhead, Dr Stephen Cottrell, Dr Debbie Custance, Professor Mark d'Inverno, Professor Alan Downie, Dr Basem El-Haddadeh, Mr Ian Gardiner, Professor Rosalyn George, Dr Andrea Gilroy, Mr John Ginman, Dr Chris Kearney, Mr Manoj Kerai, Mr Gerald Lidstone, Dr Jean Paul Martinon, Professor Simon McVeigh, Dr Richard Noble, Ms Bindiya Patel, Dr Frances Pine, Professor Jane Powell, Professor Sanjay Seth, Professor Maria Shevtsova, Mr Robert Smith, Professor Kay Stables, Dr Gareth Stanton, Dr Derval Tubridy, Ms Joan Turner, Dr Marian Ursu, Ms Roxy Walsh, Mr Matthew Ward.

Apologies: Dr Richard Grayson, Dr Stella Harvey, Professor John Hutnyk, Dr Helen Jones, Ms Mary Nixon, Dr David Oswell, Professor Carrie Paechter, Mr Jeremy Peyton Jones, Ms Sian Prime.

In attendance: Head of Corporate Governance and Information Management, Head of Quality and Standards (Secretary).

Observers: A visiting researcher

OPEN BUSINESS

10 MINUTES

Resolved:

that the Minutes of the meeting held on 20 October 2009 be approved subject to the following amendment:

- (i) apologies had also been sent by Professor Rosalyn George.

11 MATTERS ARISING FROM THE MINUTES

Received:

a report from the Head of Quality and Standards on matters arising from the Minutes of the meeting held on 3 June 2009 (09-509).

Noted:

that following the Academic Board meeting of 20 October 2009, Council at its meeting on 1 December 2009 had approved the changes to the Charter and Statutes and, in accordance with the formal statutory provisions for such changes, would need to consider the changes again in March 2010.

12 WARDEN'S REPORT

The Warden gave an oral report, including the following matters:

(i) The launch of the framework for Higher Education

The framework was an important document, which underlined the national importance of higher education, but should also be interpreted as a guide to cutting expenditure. There would be continued emphasis on the importance of STEM subjects. Government policy would focus on employability, employment-based flexible learning and an increased role for FE colleges in providing different models of HE teaching. Teaching funding would become more competitive and there would be a greater concentration of research funding. Institutions would come under pressure to publish more information for prospective students, for example, about contact hours and employment prospects.

Growth based heavily on state funding could not continue and HEFCE had been asked to lead a debate on alternative funding options.

The key challenge for Goldsmiths was to retain sight of its core brand and mission while being attentive to and preparing for the shifting funding landscape. The College would need to ensure that it positioned itself so as to be able to adapt to the changing landscape through, for example, more flexible provision, building relationships with FE colleges and a more explicit focus on employability including internships. A strategy on employability and placements was already under development.

Goldsmiths would need to ensure that it stayed in the top 30/35 institutions for research.

The continued focus on STEM subjects for both research and teaching would hit the College badly and demonstrated a misunderstanding of the relevance of the arts, humanities and social sciences. Representation was being made to government through the relevant sector organisations.

(ii) The Changing funding environment

The excellent decade for HE funding was over and it was not yet clear how bad the next decade would be. Estimates ranged between 10% and 15% of real cuts in the next spending review period.

Goldsmiths had already been hit financially by cuts in recent years involving ELQs, the STEM ringfence, the cut in the teaching grant and funding for historic buildings. College senior management had developed scenarios for different levels of cuts and was also devising strategies for the expansion of provision in key areas and markets from which growth in net income could be generated. The College was fortunate to have had two

good years financially. This had been due to good income growth alongside tight control on expenditure. Academic departments had played a major part in achieving this.

(iii) Review of variable fees

The Government had announced its review of variable fees. The review group was to be chaired by Lord John Browne, former CEO of BP, and was unlikely to report back before autumn 2010.

It was hoped that the review would address the following areas: the impact of variable fees on student demand, including on students from disadvantaged backgrounds; student support systems, including grants and subsidised loans; and the overall resourcing and sustainability of higher education.

(iv) Good news

Student admissions from October 2009 were broadly positive and confirmed that Goldsmiths was developing its position as a selecting institution. Congratulations were extended in particular to Computing and to Media and Communications.

The College had held its first ever December presentation ceremony. Around 500 students had attended what turned out to be an 'electrifying' event.

The Development Office had been engaged in excellent work with potential large donors while the College's first telephone campaign for the Annual Fund had been highly successful with one in three calls producing a gift and a total of £160k over five years.

13 INSTITUTIONAL AUDIT REPORT

Received:

the report of the recent institutional audit of the College from the Quality Assurance Agency for Higher Education (09-449).

The Board noted that that the report was a positive outcome for the College and that thanks should be extended to all those involved.

It was further noted that an action plan was in train to address the recommendations contained in the report. None of the recommendations would involve a major review of existing policies and processes. The College would, however, need to ensure speedier implementation of College strategies at departmental level in future. The recommendation concerning greater externality at joint examination boards would also be scrutinised to ensure that revised College processes following the dissolution of the College Board of Examiners were being fully implemented.

14 CREDIT FRAMEWORK

Received:

a paper from the Head of Quality and Standards on the introduction of a credit framework at Goldsmiths (09-450R).

The Board noted that the implementation of the postgraduate credit framework was almost complete. Some concern was expressed about the approach adopted by a small number of departments to adapting their programmes to the credit framework. Relevant Heads of Department would discuss this with the Pro-Warden (Students and Learning Development).

The proposal was for a phased introduction of the undergraduate credit framework beginning with first year students in autumn 2010. Undergraduate students who had commenced their studies at Goldsmiths under the course unit system in autumn 2009 would complete their programmes under the course unit structure and associated regulations.

The introduction was subject to revised regulations being approved before the end of the 2009-10 academic year. The Assistant Registrar (Curriculum) would be presenting revised regulations for the new credit framework to Standards Scrutiny sub-committee for approval. These would include a proposal to raise the pass mark to 40% in line with practice elsewhere and to introduce some form of compensation. This would mean that the pass degree, which the College is obliged to provide under University of London regulations, would need to be redefined.

The framework did not propose a radical overhaul of the size of units within degree programmes as the consultation exercises had confirmed that there was no support for this.

All programmes in recent years had been approved by PSSC with their notional credit value attached. A college-wide revalidation of the undergraduate portfolio was not therefore required. Any programmes which had anomalies or which did not conform to the new framework would be reviewed by Programme Scrutiny Sub-Committee.

There was some concern expressed about the concept of free-choice courses on programmes with a high number of core courses. It was confirmed that the framework stipulated that flexibility was promoted only 'within the boundaries set by the department responsible for the programme'.

It was noted that the primary and secondary PGCEs had different credit totals. The Head of the Department of Education confirmed that this was something that the department was intending to review.

The Board felt that it would be helpful if the Head of Quality and Standards could provide departments with a checklist for implementing the credit framework.

Resolved:

to approve, on the recommendation of Learning and Teaching Quality Committee, the introduction of the credit framework for first year UG students in autumn 2010 subject to the approval of the revised regulations before the end of the 2009-10 academic year.

15 PORTFOLIO REVIEW - FINAL REPORT

Received:

a paper from the Deputy Warden and the Dean of the Graduate School on the Portfolio Review (09-444R).

Noted:

- (i) that there was a need to refresh the postgraduate portfolio to meet student expectations of masters degrees and also a need for the College to establish robust procedures for reviewing the portfolio;
- (ii) that it might be useful to consider cross-disciplinary approaches to research training;
- (iii) that there was a need to retain a one-year research degree although the MRes might not be the most appropriate qualification for this purpose;
- (iv) that further consideration should be given to the expectations of part-time students. Alternative modes of delivery could be considered, for example, block provision;
- (v) that SMT had provided for expertise in professional market research as part of the arrangements for the new Marketing, Recruitment and Communications Department.

Resolved:

to approve, in general terms, the following proposals in the report, subject to consideration of the points made above and to further development by departments:

- 2. *Exit routes at PG Certificate and PG Diploma level should be built into all M-level programmes as a matter of urgency. This should be co-ordinated centrally. These exit routes should normally be built into all future programmes at this level, other than those specific programmes which lead to professional qualifications.*
- 5. *Consideration of provision for part-time students should take place when programmes are being developed. Departments should consider how they can make the academic year more evenly balanced for part-time students. The possibilities of short intensive periods in College combined with online support in between should also be investigated and costed.*
- 6. *Social science departments should seriously consider withdrawing MRes programmes where appropriate as part of the DTC application process (instead providing research training as part of a unified PhD programme), and the College should withdraw from MRes provision in other areas.*

16 ANNUAL REPORT OF THE EQUALITY AND DIVERSITY COMMITTEE

Received:

a report from the Equality and Diversity Committee on progress in relation to the Equality and Diversity strategic aim (09-486).

Noted:

that the Dignity at Work Policy had been approved by Council and replaced the existing Code of Practice on Bullying and Harassment.

17 ANNUAL REPORT ON THE RACE EQUALITY POLICY, DISABILITY AND GENDER SCHEMES

Received:

a report on the Race Equality Policy, Disability and Gender Schemes (09-217)

Noted:

that it was important to ensure that there were no hidden factors which might inhibit the promotion of women or black and minority ethnic staff to senior academic positions as the report showed that these groups were underrepresented at that level.

Resolved:

to ask the Director of Human Resources to examine the numbers of senior women and black and minority ethnic academic staff in post in other institutions, to identify any trends and to report back to the Human Resources Committee on any steps that might be recommended at Goldsmiths.

18 ANNUAL REPORT OF THE INFORMATION MANAGEMENT AND SYSTEMS COMMITTEE

Received:

a report of the Information Management and Systems Committee (09-364R).

Noted:

- (i) that this was the first annual report of the new Committee;
- (ii) that the Committee was working on a new Records Management Strategy, and as part of this process was building upon the outcomes of the 2008-09 information Audit, notably in respect of a Retention Schedule concerning the storage of documents, with anticipated completion by the end of the current academic year;
- (iii) that pilots of the Information Audit methodology in academic departments had shown that it was not entirely suitable for them, and that discussions with Departmental Administrators were taking place to establish the best approach to incorporating these departments' records into the Retention Schedule, including addressing the pressing issue of storage of student work.

19 ANNUAL REPORT OF THE LEARNING AND TEACHING QUALITY COMMITTEE

Received:

a report of the Learning and Teaching Quality Committee on the implementation of the Learning, Teaching and Assessment Strategy (09-489).

Noted:

- (i) that the Goldsmiths Learning Enhancement Unit had been established during the period covered by the report and its first Head, Dr Roberto di Napoli, appointed;
- (ii) that LTQC was already thinking ahead to the new Learning, Teaching and Assessment Strategy.

20 ANNUAL REPORT OF THE RESEARCH AND KNOWLEDGE TRANSFER COMMITTEE

Received:

a report of the Research and Knowledge Transfer Committee on progress in relation to the research strategic aim and the business liaison element of the business and community strategic aim (09-491).

Noted:

- (i) that RKTC activity had focused on the outcomes of the RAE and preparation for the REF;
- (ii) that the Committee was developing a new Research and Enterprise strategy.

21 ANNUAL REPORT OF THE STUDENT COMMITTEE

Received:

a report of the Student Committee on the implementation of the Student Experience Strategy (09-490).

Noted:

that the College was involved in two new projects aimed at improving the induction experience of students.

22 DIGEST OF DEPARTMENTAL BOARD BUSINESS

Received:

a digest of Departmental Board business 2008-2009 from the Quality and Governance Administrator (09-510).

Noted:

- (i) that the Department of English and Comparative Literature would be putting forward a proposal specifying a minimum class attendance requirement in order for students to be deemed to have completed a course;
- (ii) that the proposal would first be discussed by Standards Scrutiny Sub-Committee.

23 REVISED GUIDELINES FOR THE ESTABLISHMENT AND OPERATION OF ACADEMIC CENTRES AND UNITS

Resolved:

to approve, with effect from 1 August 2010, revised guidelines for the establishment and operation of academic centres and units (09-401R).

24 RECORDS MANAGEMENT POLICY

Resolved:

that the draft Records Management Policy be approved as set out in Appendix A to paper 09-441 with effect from 1 September 2010, and that staff be issued with the Staff Duties statement on offer of appointment in the same way as is current practice with the equivalent Freedom of Information and Data Protection obligations (09-441).

25 ARRANGEMENTS FOR THE HOLDING OF DATA BY OTHER ORGANISATIONS ON BEHALF OF THE COLLEGE

Resolved:

to approve proposed arrangements for the holding of data by other organisations on behalf of the College (09-350R).

26 REVISIONS TO THE FRAMEWORK FOR COLLABORATIVE PROVISION

Resolved:

to approve, with immediate effect, revisions to the College's framework for collaborative provision and approval mechanisms for Flexible and Distributed Learning arrangements (09-347R).

27 COLLABORATIVE ARRANGEMENT WITH SHANGHAI UNIVERSITY

Resolved:

to approve, on the recommendation of Academic Development Committee and Learning and Teaching Quality Committee, Shanghai University as a partner institution for a collaborative arrangement involving co-supervision of the dissertation for students from Shanghai University enrolled on certain MA programmes in the Department of Media and Communications (09-321R).

28 FLEXIBLE AND DISTRIBUTED LEARNING ARRANGEMENT WITH BIRZEIT UNIVERSITY

Resolved:

to approve, on the recommendation of Academic Development Committee and Learning and Teaching Quality Committee, Birzeit University as a partner institution for a Flexible and Distributed Learning PhD arrangement with the Department of Sociology (09-454).

29 ACTION TAKEN BY THE CHAIR

Noted:

that there had been no action taken by the Chair since the meeting of 20 October 2009.

30 PERIODIC REVIEW OF THE EXTERNAL ENGLISH PROGRAMME

Received:

the 2007 Periodic Review of the External English programme (07-481) and the departmental response (09-345).

31 ANNUAL CAREERS REPORT

Received:

the annual Careers Report (09-511).

32 ANNUAL LIBRARY REPORT

Received:

the library's annual report for 2008-9 from the Librarian (09-455).

33 ANNUAL PROGRAMME REVIEW PROCESS

Received:

a paper from the Quality Administrator on the Annual Programme Review process in 2008-9 (09-343).

34 DOCTORAL TRAINING CENTRE

Received:

a paper from the Dean of the Graduate School on the proposed bid for a new ESRC Doctoral Training Centre (09-512).

35 IT STRATEGY IMPLEMENTATION

Received:

a report on the implementation of the IT Strategy (09-354R).

36 REPORT FROM HONORARY DEGREES AND FELLOWSHIPS COMMITTEE

Noted:

the names of those receiving Honorary degrees and fellowships in 2009 (09-513).

37 OTHER MATTERS TO REPORT

Noted:

- (i) other matters for report (09-514).
- (ii) that the Pro-Warden (Students and Learning Development) had approved the appointment of the following External Examiners (09-514, and 09-370 from the previous meeting.)

PGCE Secondary Science

Mr Alan Jervis
Lecturer in Education
University of Manchester

For a period of 3 years
from 1st November 2009
until 30th September 2012

PGCE Secondary Music

Mr Gary Spruce
Senior Lecturer in Education
The Open University

For a period of 3 years
from 1st November 2009
until 30th September 2012

PGCE Secondary Mathematics

Mr Robert Nicholas Vertes
Senior Lecturer
University of the west of England

For a period of 3 years
from 1st November 2009
until 30th September 2012

MA Digital Media: Technology & Cultural Form

Dr Michael Allen
Lecturer
Birkbeck, UOL

For a period of 3 years
from 1st November 2009
until 30th September 2012

MA Filmmaking

Professor Roger Shannon
Head of Film
Edge Hill University

For a period of 3 years
from 1st November 2009
until 30th September 2012

MA Screen Studies

Dr Michelle Pierson
Lecturer
Kings College, UOL

For a period of 1 year from
1st November 2009 to
30th September 2010

MA Transnational Communications & Global Media

Dr Susan Banducci
Deputy Head of School
University of Exeter

For a period of 3 years
from 1st November 2009
until 30th September 2012

MSc Computer Games & Entertainment

Dr Anthony Steed
Reader
University College London

For a period of 3 years
from 1st November 2008
to 30th September 2011

MA Education: Culture Language and Identity

Dr Emma Renold
Senior Lecturer
Cardiff University

For a period of 3 years
from 1st November 2008
to 30th September 2011

MSc Music, Mind and Brain

Professor Philip Corr
Head of Psychology
University of East Anglia

For a period of 3 years
from 1st November 2008
to 30th September 2011

MA Gender and Culture

Dr Caroline Bainbridge
Reader
Roehampton University

For a period of 1 year from
1st November 2008 to
30th September 2009

MA Comparative Literary Studies

Dr Elena Gualtieri
Senior Lecturer in English
University of Sussex

For a period of 3 years
from 1st November 2009
to 30th September 2012

MA Applied Linguistic: Sociocultural Approaches

Dr Catherine Wallace
Reader
Institute of Education, UOL

For a period of 1 year from
1st November 2009 to
30th September 2010

Bmus Music

Professor Simon Keefe
Head of Department
University of Sheffield

For a period of 3 years
from 1st November 2009
to 30th September 2012

BA Education, Culture and Society

Dr Rose Drury
Senior Lecturer
The Open University

For a period of three years
from 1st November 2008
until 30th September 2011

BA Education, Culture and Society

Dr Simon Pratt-Adams

For a period of three years

Principal Lecturer/Director of MA Education
Anglia Ruskin University

from 1st November 2008
until 30th September 2011

PGCE Secondary Music

Ms Pauline Adams
Lecturer in Music
Institute of Education, UOL

For a period of three years
from 1st November 2008
until 30th September 2011

PGCE Secondary Art and Design

Ms Joanna Davis
Course Leader (PGCE)
Roehampton University

For a period of three years
from 1st November 2008
until 30th September 2011

BA Anthropology/Joint programmes

Dr Angela Trias-i-Valls
Senior Research Assistant
Regent's College

For a period of three years
from 1st November 2009
until 30th September 2012

BA Fine Art and History of Art

Mr Volker Eichelmann
Senior Lecturer
Kingston University

For a period of three years
from 1st November 2009
until 30th September 2012

MFA Art Practice

Professor Douglas Allsop
Professor of Fine Art
Byam Shaw School of Arts,
University of the Arts London

For a period of three years
from 1st November 2009
until 30th September 2012

BA Art Practice

Mr Brian Chalkey
Head of Fine Art
Chelsea College of Art and Design

For a period of one year
from 1st November 2009
until 30th September 2010

MA Contemporary British Politics

Dr Russell Deacon
Head of Department of Humanities
University of Wales Institute, Cardiff

For a period of three years
from 1st November 2009
until 30th September 2012

MA Art in Politics

Dr Debbie Lisle
Senior Lecturer in International Relations &
Cultural Studies
Queens' University, Belfast

For a period of three years
from 1st November 2009
until 30th September 2012

BA International Studies

Dr Bice Manguashca
Senior Lecturer
University of Exeter

For a period of three years
from 1st November 2009
until 30th September 2012

MA International Studies

Dr Eric Gordy
Senior Lecturer/Director for South East European

For a period of three years
from 1st November 2009

Studies
School of Slavonic & East European Studies, UOL

until 30th September 2012

MA Political Communications

Professor Bob Franklin
Professor of Journalism
Cardiff School of Journalism

For a period of one year
from 1st November 2009
until 30th September 2010

MA Script Writing

Mr Gareth Wiley
CEO/Producer
Phoenix Wiley Ltd

For a period of three years
from 1st November 2008
until 30th September 2011

MA Interactive Media: Critical Theory Media

Dr Adrian Mackenzie
Lecturer
Institute for Cultural Research, Lancaster University

For a period of one year
from 1st November 2008
until 30th September 2009

38 NEXT MEETING

Noted:

that the next meeting would be held on 10 March 2010 at 2 p.m.

39 2010-11 MEETINGS

Noted:

the dates of meetings in 2010-11 as follows:

15 December 2010

23 March 2011

15 June 2011

CONFIDENTIAL BUSINESS

*Exemption claimed under Section 43
of the Freedom of Information Act
for a period of 5 years*

40 Results of the National Student Survey 2009

Received:

a paper from the Quality Administrator on the College's results in the 2009 National Student Survey (09-341).

Noted:

- (i) that the results confirmed that teaching at the College was good but that the College could usefully reflect on a number of other areas;
- (ii) that Computing, Drama, Education and Sociology were to be congratulated on significant gains;
- (iii) that institutional level issues involving the library and IT had also been making good progress with SMT backing, but that there were ongoing problems with the quality of teaching rooms;
- (iv) that it was important to continue to share good practice across the College;
- (v) that the area of personal development, and the communication to students of its importance had been identified as a priority;
- (vi) that the Deputy Warden and Pro-Warden (Students and Learning Development) were working on an employability strategy;
- (vii) that the College would engage in further work on the areas of assessment and feedback. The Pro-Warden (Students and Learning Development) would be presenting a paper to LTQC proposing a baseline for assessment and feedback.

AB/33

VK/December 2009

