

**GOLDSMITHS
University of London**

COUNCIL

ACADEMIC BOARD

Minutes of the meeting held on 16 June 2010

- Present: Mr Pat Loughrey (Chair), 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, Ms Natalie Fenton, Mr Ian Gardiner, Professor Rosalyn George, Dr Andrea Gilroy, Mr John Ginman, Dr Richard Grayson, Dr Stella Harvey, Professor Ken Jones, Mr Gerald Lidstone, Dr Jean Paul Martinon, Professor Simon McVeigh, Dr Richard Noble, Dr David Oswell, Professor Carrie Paechter, Ms Bindz Patel, Mr Jeremy Peyton-Jones, Dr Frances Pine, Professor Jane Powell, Professor Sanjay Seth, Professor Maria Shevtsova, Professor Kay Stables, Dr Derval Tubridy, Ms Joan Turner, Dr Marian Ursu, Ms Roxy Walsh.
- Apologies: Professor John Hutnyk, Dr Helen Jones, Professor Celia Lury, Ms Mary Nixon, Ms Sian Prime, Mr Robert Smith, Dr Gareth Stanton, Mr Matt Ward.
- In attendance: Head of Corporate Governance and Information Management, Director of Finance, Registrar and Secretary, Head of Quality and Standards (Secretary).

OPEN BUSINESS

67 MINUTES

Resolved:

that the Minutes of the meeting held on 10 March 2010 be approved subject to the following corrections:

External Examiner Professor Karen Ross is from Liverpool University and External Examiner Dr Jo Littler is from Middlesex University.

68 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 10 March 2010 (10-271).

Noted:

- (i) that the College had received positive feedback on its (Economic and Social Research Council) ESRC Doctoral Training Centre bid.

- (ii) that the outcome of the bid would be known in August 2010.

69 OPENING REMARKS FROM THE WARDEN

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

Goldsmiths was funded by the Department of Business, Innovation and Skills (BIS). In budgetary terms, BIS had had the largest single cut (£836 million) of those announced recently.

BIS would also have to make efficiency savings amounting to £100 million but it was not yet clear how this would be achieved.

Additional student numbers would be reduced (from 20,000 to 10,000) and the College was waiting to hear about its relatively modest bids for ASNs (45 in Computing and 5 in Design).

A government review in autumn 2010 would set spending limits for 2011-12 to 2013-14 and possibly for a third year. A reduction in public spending of 25% over the next few years was expected. Significant cuts to the College's grant funding were inevitable although the timeframe and level of these cuts was not yet known.

The College therefore needed to nurture core activity and to be efficient and reduce expenditure at the same time as creating the space for investment in income-generating activities.

The voluntary severance scheme formed part of the College's response to the funding reductions but other difficult decisions had had to be made including the decision to close the nursery. Childcare remained a core concern for the College but how this would be delivered in future would change.

Income generation was of paramount importance and included consultancy, short courses and the establishment of a blue skies group to help the Senior Management Team develop a renewed strategic vision for the College.

Stronger management information was also needed to ensure fairness in resource allocation. A Space Taskforce had also been established to help the College make best use of its Estate.

Finally, the student experience at the College remained of paramount importance.

70 REPORT BY THE DEPUTY WARDEN

Noted:

- (i) that the nature of the College's academic portfolio was under discussion;
- (ii) that a new Widening Participation Strategy would be developed;

- (iii) that the relationship between Higher Education (HE) and Further Education (FE) was high on the government agenda and the College would continue to engage in discussions with Lewisham College;
- (iv) that an internationalisation strategy for the College was under development which would focus international activities on a specific number of areas and be selective about potential partnerships;
- (v) that new academic areas needed to be identified which might include STEM, a Goldsmiths creative business school, short courses and a liberal arts degree;
- (vi) that the College was discussing the possibility of an Olympic legacy presence with Queen Mary, University of London.

71 REPORT BY THE PRO-WARDEN (RESEARCH AND ENTERPRISE)

Noted:

- (i) that the Research Excellence Framework (REF) had originally been scheduled for late 2012 but, although no official announcement had yet been made, now appeared very likely to be deferred by at least a year;
- (ii) that the probably change of timing for the REF gave the College the opportunity to put together the strongest possible submissions but it would be essential to maintain focus in order not to lose ground relative to other institutions;
- (iii) that Research and Knowledge Transfer Committee would be considering an informal audit of departmental outputs (currently in progress) with a view to informing departmental and college strategies for optimising delivery of high submissions, and a dry run would be conducted approximately one year ahead of the census date to guide the final selection;
- (iv) that SMT had taken the decision to co-fund, with academic departments, 6-10 new doctoral studentships for excellent students with projects of high strategic relevance which were likely to yield benefits for REF;
- (v) that a working group was being set up to implement the Concordat for the Career Development of Researchers [the Concordat Implementation Group];
- (vi) that there was great potential to exploit synergies between the College's Research, Teaching and knowledge exchange activities and that it was important to do so.

72 REPORT BY THE PRO-WARDEN (STUDENTS AND LEARNING DEVELOPMENT)

Noted:

- (i) that the government's priorities for HE outlined by David Willetts were an improved student experience, robust funding and a financially sustainable HE sector;

- (ii) that surveys of students at Goldsmiths confirmed students' high level of satisfaction with the quality of teaching but a lesser degree of satisfaction with feedback, personal development and the learning environment;
- (iii) that the College was already working on all of these areas, for example with the feedback project headed by the Goldsmiths Learning Enhancement Unit (GLEU);
- (iv) that the government's focus on employability was shared by Goldsmiths which had established an employability group, one of whose tasks would be to identify the key attributes that Goldsmiths' graduates should be able to demonstrate;
- (v) that students didn't necessarily understand the concept of 'transferable skills' and that this should be communicated to students more effectively;
- (vi) that it was important to share good practice in teaching, for example, by disseminating the work done by the recent recipient of the Peake Award.

73 INTER-DEPARTMENTAL UNDERGRADUATE DEGREES

Received:

a paper from the Deputy Warden on inter-departmental undergraduate degrees (10-272).

Noted:

- (i) that the nature of joint degrees (two halves or integrated model) and their continued development was under discussion;
- (ii) that joint degrees were very time intensive to manage for departments, could present pastoral challenges if the programme wasn't fully integrated and did not necessarily attract overseas students;
- (iii) that joint degrees presented particular challenges to practice-based departments and that the revenue for these departments was a disincentive when based on a 50/50 split;
- (iv) that it was nevertheless in the Goldsmiths' spirit to have interdisciplinary degrees and that these enriched departments;
- (v) that taking individual courses in other departments could be very attractive to students and that the College should consider how to promote and manage this.

Resolved:

- (i) that Academic Development Committee and Learning and Teaching Quality Committee should consider further the criteria and conditions for successful joint degrees;
- (ii) that joint programmes at the College should be fully integrated rather than two separate halves;

- (iii) that consideration be given to a more effective way of promoting the availability of individual courses from different departments.

74 GOLDSMITHS INTERNATIONAL PROGRAMMES

Received:

a paper from the Deputy Warden on Goldsmiths International Programmes (10-273).

Noted:

- (i) that the proposal was to introduce an International Foundation Certificate and a Graduate Diploma with a range of new pathways;
- (ii) that the new name for the Language Studies Centre would be the Centre for English Language and Academic Writing although this might be shortened in the vernacular;
- (iii) that some board members felt that a specialist foundation year would be expensive if only a small number of students was recruited and if some of these did not complete the year;
- (iv) that other board members felt that if the programme was too generalist, it would not prepare the students to join degree programmes afterwards;
- (v) that the issue of students who have the English language skills but not the subject specific skills should also be considered;
- (vi) that in addition to options integral to the programmes, each department could run guest lectures or taster sessions of first year courses for IFC students.

Resolved:

- (i) that the project approach and timescale be endorsed;
- (ii) that the broad structure proposed for the new Goldsmiths International Programmes be approved, while recognising that the detail of pathways and content would be subject to consultation and the normal programme approval processes.

Recommended:

- (i) **that the name of the Language Studies Centre be changed to the Centre for English Language and Academic Writing, and that the umbrella title of Goldsmiths International Programmes (GIP) be used for recruitment purposes.**

75 AMENDMENTS TO ASSESSMENT REGULATIONS

Received:

a paper from the Head of Academic Services on amendments to assessment regulations (10-179).

Noted:

that the amendment to regulation 178 approved by Standards Scrutiny Sub-Committee had not been made to the paper before it was submitted to Learning and Teaching Quality Committee and Academic Board and that this would be rectified.

76 DESTINATION OF LEAVERS FROM HIGHER EDUCATION SURVEY (DLHE) 2010

Received:

a paper from the Head of Goldsmiths' Careers Service on the data from the latest Destination of Leavers from Higher Education Survey (10-288).

Noted:

that the figures in the survey were a cause for some concern.

Resolved:

that the paper should be sent to Student Committee to be discussed in detail.

77 QAA POST INSTITUTIONAL AUDIT ACTION PLAN

Resolved:

that the report from the Head of Quality and Standards outlining follow-up actions arising from the 2009 Institutional Audit visit and report be approved (10-240).

78 INSTITUTIONAL AUDIT 2009: EXTERNAL EXAMINER REPORTS

Resolved:

that the revised follow-up action relating to the publication of External Examiner Reports, arising from the 2009 QAA Institutional Audit Report be approved (10-274).

79 TRAINING AND SUPPORT FOR POSTGRADUATE RESEARCH STUDENTS INVOLVED IN TEACHING

Resolved:

that the proposals for training and support for postgraduate research students involved in teaching be approved (10-173R2).

80 AMENDMENTS TO PROCEDURES FOLLOWING INSTITUTIONAL AUDIT RECOMMENDATIONS

Resolved:

that the proposed arrangement for assessment boards for joint programmes and the arrangements for the use of supporting information in the work of assessment boards be approved (10-181).

81 ENHANCED BRIEFING ARRANGEMENTS FOR EXTERNAL EXAMINERS

Resolved:

that the proposed enhanced briefing arrangements for External Examiners be approved (10-183).

82 INTRODUCING A CREDIT FRAMEWORK AT GOLDSMITHS

Resolved:

that minor amendments to the Goldsmiths' Credit Framework be approved (09-450R).

83 AMENDMENTS TO THE UNDERGRADUATE REGULATIONS TO MEET THE REQUIREMENTS OF THE CREDIT FRAMEWORK

Received:

the outcome of the simulation exercise (10-247).

Resolved:

that the revised regulations for the new Undergraduate Credit Framework be approved (10-176R).

84 FRAMEWORK FOR THE APPROVAL AND MANAGEMENT OF DISTANCE-LEARNING, SPLIT-SITE AND COTUTELLE PhDs

Resolved:

that the framework for the approval and management of distance-learning, split-site and *cotutelle* PhDs be approved (10-174R).

85 COLLABORATIVE PROVISION FRAMEWORK

Resolved:

that the minor amendments to the Goldsmiths' Collaborative Provision Framework be approved (09-347R).

86 PROPOSAL TO ESTABLISH THE CENTRE FOR CREATIVE AND SOCIAL TECHNOLOGIES (CAST)

Resolved:

that the proposal to establish the 'CAST' Centre be approved (10-232R).

87 INTERIM RETENTION SCHEDULE

Resolved:

- (i) that the Interim Retention Schedule (10-212R) be approved with effect from 1 July 2010;
- (ii) that Heads of departments be required to certify by 17 December 2010 that the required destructions have been carried out, unless exceptional circumstances, approved by Information Management and Systems Committee, apply;
- (iii) that, in respect of the category of personal data listed at Item 4 of the Interim Retention Schedule (a student lifetime retention category), Information Management and Systems Committee be given delegated authority to approve additional items for inclusion, on the basis of a case to be submitted by the Director of Development by 15 February 2011;
- (iv) that a delayed destruction date to be approved by Information Management and Systems Committee, be applied to student paper files in the Student Services Department, to allow for consideration of issues referred to at (iii) above;
- (v) that the annual timetable for certification of destructions to apply following the initial round of data destruction be reviewed in the second half of the academic year 2010-11, with a view to setting an annual destruction date late in the Summer vacation.

88 AMENDMENTS TO ASSESSMENT REGULATIONS

Resolved:

that the amendments to Assessment Regulations regarding Mitigating Circumstances (10-178R) and the viva voce in plagiarism cases be approved (10-180).

89 PROPOSAL TO ALIGN THE ASSESSMENT REGULATIONS FOR THE EXTERNAL COMPUTING PROGRAMMES WITH THE INTERNAL ASSESSMENT REGULATIONS

Resolved:

that the proposal to align the assessment regulations for the External Computing programmes with the internal assessment regulations be approved (10-158).

90 PROPOSED REGULATORY CHANGES TO THE UNIVERSITY OF LONDON EXTERNAL SYSTEM BA IN ENGLISH

Resolved:

that the proposed regulatory changes to the University of London External System BA in English be approved (10-162).

91 PROPOSAL TO PERMIT ENTRY TO THE UNIVERSITY OF LONDON EXTERNAL SYSTEM COMPUTING DEGREES VIA AN INCOMPLETE DIPLOMA

Resolved:

that the proposal to permit entry to the University of London External System Computing degrees via an incomplete Diploma be approved (10-156).

92 REVISIONS TO STANDING ORDERS

Recommended:

that the revisions to Standing Orders with effect from 1 September 2010 be approved (10 -275).

93 AMENDMENTS TO THE STATUTES

Recommended:

that the amendments to the Statutes with effect from 1 September 2010 be approved (10-276).

94 AMENDMENTS TO THE ORDINANCES

Recommended:

that the amendments to the Ordinances with effect from 1 September 2010 be approved (10-277).

95 TERMS OF REFERENCE AND COMPOSITIONS OF SUB-COMMITTEES

Resolved:

that the amendments to the terms of reference and compositions of specific Sub-Committees of Academic Board be approved (10-278).

96 ACTION TAKEN BY THE CHAIR

Received:

a paper detailing action taken by the Chair (10-279).

97 ANNUAL PROGRAMME REVIEW REPORT

Received:

a report from the Quality Administrator analysing Annual Programme Review reports for the academic year 2008-09 (10-241).

98 STREAMLINING STUDENT QUESTIONNAIRE DATA

Received:

a report from an external statistician on NSS, PTES and iGrad data (10-243).

99 EXTERNAL SYSTEM INSTITUTIONAL FRAMEWORK

Received:

a report from the External System Administrator on the new External System Institutional Framework (10-244).

100 REPORT OF THE PERIODIC PROGRAMME REVIEW OF UNDERGRADUATE PROGRAMMES IN THE DEPARTMENT OF ENGLISH AND COMPARATIVE LITERATURE AND THE DEPARTMENTAL RESPONSE

Received:

the report on the Periodic Programme Review of Undergraduate Programmes in the Department of English and Comparative Literature, and the departmental response (10-245).

101 UNIVERSITY OF LONDON QUALITY OVERVIEW REPORT

Received:

the University of London Quality Overview Report (10-246).

102 STRATEGIC PLAN FOR GOLDSMITHS LEARNING ENHANCEMENT UNIT

Received:

the revised Strategic Plan for Goldsmiths Learning Enhancement Unit (10-50R2).

103 REPORT ON EXAMINATIONS AND ASSESSMENTS 2008-09

Received:

the Examinations and Assessments Report 2008-09 (10-182).

104 REVISED SCHEDULE FOR PERIODIC REVIEWS, 2010-11

Noted:

the revised schedule for Periodic Reviews 2010-11 (09-200R).

105 LIBRARY STRATEGIC PLAN

Received:

the Library Strategic Plan for 2010-19 (10-253).

106 TERMS OF REFERENCE FOR THE REVIEW OF WIDENING PARTICIPATION

Noted:

the Terms of Reference for the Review of Widening Participation (10-280).

107 BUDGET 2010-11

Received:

proposed details of the budget for 2010-11 (10-258).

108 REPORT FROM LEARNING AND TEACHING QUALITY COMMITTEE

Received:

a report from LTQC detailing new programme approvals and approvals of course closures (10-254).

109 STUDENTS' UNION SABBATICAL OFFICERS

Noted:

that the following had been elected as Sabbatical Officers for 2010-11:

Students' Union President: Bindiya Patel
Communications and Campaigns Officer: James Haywood
Student Activities and Services Officers: Manoj Kerai
Welfare and Education Officer: Francesca Bancarino.

110 ACADEMIC BOARD MEMBERSHIP ON COMMITTEES

Noted:

that the following Academic Board members had been elected by the Board to serve on the following committees:

- (i) Dr Stephen Cottrell on Council from 1 September 2010 until 1 September 2013
- (ii) Dr Gareth Stanton re-elected to Council from 1 September 2010 until 1 September 2013.

110 VISITING FELLOWS, RESEARCHERS AND PROFESSORS

Noted:

the names of Visiting Fellows, Researchers and Professors invited by the Warden (10-281).

111 OTHER MATTERS FOR REPORT

Noted:

- (i) other matters for report, including the minutes of the following Committees of Academic Board (10-281);

Academic Development Committee, 11 May 2010 (10-282)
Equality and Diversity Committee, 10 February 2010 (10-283)
Information Management and Systems Committee, 18 May 2010 (10-284)
Information Management and Systems Committee, 3 June 2010 (10-285)
Research and Knowledge Transfer Committee, 20 May 2010 (10-286)
Student Committee, 29 April 2010 (10-287)
Learning and Teaching Quality Committee, 26 May 2010 (10-289).

- (ii) that the Pro-Warden (Students and Learning Development) had approved the appointment of the following External Examiners;

MA Arts Administration and Cultural Policy

Mrs Cara Mahon
Senior Lecturer
De Montfort University

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

MA Musical Theatre

Dr Robert Lawson-Peebles
Senior Lecturer
University of Exeter

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

MA Political Communications

Professor Gholam Khiabany
Reader
London Metropolitan University

For a period of 3 years from 1st November 2010 until 30th September 2013

MA Interactive Media

Professor Sally Jane Norman
Founding Director, Attenborough
Centre for the Creative Arts
University of Sussex

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

PGCE Design & Technology (Secondary)

Dr Victor McNair
Senior Lecturer
University of Ulster

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

112 NEXT MEETING

Noted:

that the next meeting would be held on 15 December 2010 at 2 p.m.

113 2010-11 MEETINGS

Noted:

that meetings in 2010-11 would be as follows:

Wednesday 15 December 2010

Wednesday 23 March 2011

Wednesday 15 June 2011.

VK

June 2010