

**GOLDSMITHS  
University of London**

**ACADEMIC BOARD**

**ACADEMIC DEVELOPMENT COMMITTEE**

**Minutes of the meeting held on 6 October 2009**

**Present:** Professor Simon McVeigh (in the Chair), Dr Catherine Alexander, Ms Vicky Annand, Dr Lucia Boldrini, Professor Mark d'Inverno, Mr Tony Dowmunt, Dr Andrea Gilroy, Dr Helen Jones, Mr Gerald Lidstone, Ms Rachel Soper, Mr Matt Ward.

**In attendance:** Head of Quality and Standards, PA to Deputy Warden (note taker).

**Apologies:** Professor Carrie Paechter, Mr Geraint Fox, Mr Jesse Fajemisin.

***OPEN BUSINESS***

**1 NEW MEMBERS**

The Committee welcomed its new members: Dr Lucia Boldrini, Mr Tony Dowmunt, and Mr Matt Ward.

**2 MINUTES**

**Resolved:**

that the minutes of the meeting held on 29 April 2009 be approved.

**3 MATTERS ARISING FROM THE MINUTES**

Noted:

- (i) that the Quality and Governance Administrator and the Head of Quality and Standards had met to discuss the Placement Strategy Group; the Quality and Governance Administrator was developing templates and continuing to obtain information from departments on present practice;
- (ii) that Goldsmiths' Widening Participation Strategic Assessment had been submitted on time and no feedback had been received yet.

**Resolved:**

that Dr Andrea Gilroy, Mr Gerald Lidstone, Mr Matt Ward and Mr Tony Dowmunt were willing to be members of the Placement Strategy Group, and that a member of staff from Educational Studies would be identified.

#### **4 REPORT ON ACTION TAKEN BY THE CHAIR**

Received:

a report on the action taken by the Chair in relation to new co-opted members and collaborative partnership approval (09-333)

#### **5 CONFLICTS OF INTEREST POLICY**

Received:

the College's Conflicts of Interest Policy (09-319).

#### **6 STANDING ORDERS**

Received:

the standing orders for all College committees approved by Council with effect from 1 September 2009, together with an explanatory note from the Secretariat on the changes made (09-320)

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

Received:

a statement of the terms of reference, composition and membership of the Committee for 2009-2010 (09-334)

#### **8 REFLECTION ON BUSINESS FROM 2008-09**

Received:

a paper from the Secretary of the Committee (09-335)

#### **9 PROSPECTS FOR GROWING THE COLLEGE AND ITS ACTIVITIES**

Received:

a paper from the Chair of the Committee (09-336)

The Committee discussed the need for growth and change to be addressed, given that Goldsmiths' size meant that it was too small for long-term sustainability, and noted:

- (i) the following general points:
  - (a) that courses should be reformatted regularly to reflect changes in digital media, design practice etc;
  - (b) that interconnection between departments was a strength but difficult to work with;
  - (c) that there was a need to get the balance right when considering portfolio revision to avoid an increase in reviews and paperwork;

- (d) that it was important to acknowledge when things are not working and to review departmental provision regularly;
  - (e) that the procedure for programme approval should be expedited wherever possible, without sacrificing quality assurance;
  - (f) that the infrastructure, particularly catering facilities and accommodation, may not be able to support a large increase in student numbers;
  - (g) that research has shown that it is important to avoid providing too much choice at module level and that choice needs to be well managed.
- (ii) the following points relating to the College's academic areas:
- (a) that engagement with STEM (including the research councils, EPSRC, BBSRC and NERC) could be enhanced through the interdisciplinary work of the College's social science departments, including doctoral programmes;
  - (b) that HEFCE had stated that they would be withdrawing the supplementary funding for Band D masters courses (humanities and social sciences) and academic departments were concerned about any resulting increase in fees.
- (iii) the following points relating to postgraduate provision and recruitment:
- (a) that the teaching model in ICCE was an example of the beneficial effects of Masters modules being taken by departments across the College, which could be extended as a result of the PG credit framework; timetabling, however, could be problematic and it was important to take into account the needs of all departments;
  - (b) that postgraduate research student numbers were unregulated so departments were encouraged to recruit despite the expense in resources; it also needed to be remembered that research student completion rates were submitted to HEFCE and REF;
  - (c) that times from application to offer were at present very slow for PGT and PGR and that conversion activities needed to be improved.
- (iv) the following points relating to international students:
- (a) that the Head of Language Studies Centre and the Chair are investigating possible enlargement of pre-undergraduate and pre-masters provision for overseas students and will be visiting the International Academy at the University of Essex in this regard;
  - (b) that pre-masters courses for international students and research students induction programmes should be available in January in addition to October.
- (v) the following points relating to short courses:
- (a) that the Chair was making progress in developing summer-school programmes assisted by Melanie Rimmer in the Planning Office;

- (b) that these summer schools would mainly be staffed by well-qualified visiting tutors and there would be tangible financial, reputational and recruitment benefits;
  - (c) that Harvard University had requested that Goldsmiths bid for a summer school starting in 2011;
  - (d) that the Department of Media and Communications had obtained funding from Skillset (the Sector Skills Council for Creative Media) for 9/10 short courses delivered with outside organisations with the resulting recruitment, financial and knowledge transfer benefits.
- (vi) the following plans for the future:
- (a) that a pilot survey of 1994 universities would be undertaken to compare numbers of students on individual programmes;
  - (b) that Dr Andrea Gilroy would be happy to investigate developing health courses with input from History, Drama, Music in addition to the more obviously connected departments;
  - (c) that Dr Catherine Alexander would be interested in working with the Warden in developing third-sector courses.

**Resolved:**

that the Graduate School be requested to provide some guidance on costs associated with pg research students.

## **10 PARTNERSHIP DEVELOPMENT**

Received:

a report on the College's institutional partnerships (09-337)

Noted:

- (i) that partnerships needed to be more pro-active, more strategic and more selective;
- (ii) that the Chair was developing an International Strategy.

## **11 REGIONAL INTEREST GROUPS**

Received:

a paper from the Head of Student Recruitment, Admissions and International (09-338)

Noted:

- (i) that the Regional Interest Groups initiative was welcomed, but that there were concerns about the complexity and administrative demands;
- (ii) that if a staff member were appointed to a Partnership Development role this area could be part of that post since at present it was unclear who would be managing this initiative;

- (iii) that it might be useful for key words reflecting an interest in the various regions to be inserted into staff web pages.

## **12 PROGRAMME CLOSURES**

Received:

a paper on the procedure for closure of programmes (09-339)

**Resolved:**

that Professor Mark d'Inverno, Dr Andrea Gilroy and Dr Lucia Boldrini would assist Ms Rachel Soper with reformatting the present course withdrawal form.

## **13 DATES OF NEXT MEETINGS**

Noted:

that future meetings would be held on the following dates:

10 November 2009 at 2.00 pm

2 February 2010 at 2.00 pm

11 May 2010 at 2.00 pm

NB Meetings of Academic Development Committee will in future commence at 2.00 pm

Diana Lockyer/Jessica Pavlos  
October 2009