

**GOLDSMITHS
University of London**

ACADEMIC BOARD

ACADEMIC DEVELOPMENT COMMITTEE

Minutes of the meeting held on 10 November 2009

Present: Professor Simon McVeigh (in the Chair), Ms Vicky Annand, Dr Lucia Boldrini (for items 14 to 17 only), Professor Mark d’Inverno, Mr Tony Dowmunt, Dr Andrea Gilroy, Dr Helen Jones, Professor Carrie Paechter, Ms Rachel Soper, Mr Matt Ward.

In attendance: PA to Deputy Warden, Student Recruitment Officer (for Item 17), Quality and Governance Administrator (Secretary).

Apologies: Dr Catherine Alexander, Mr Jesse Fajemisin, Mr Geraint Fox, Mr Gerald Lidstone.

OPEN BUSINESS

14 MINUTES

Resolved:

that the minutes of the meeting held on 6 October 2009 be approved, with a minor amendment to include Helen Jones on the attendance list.

15 MATTERS ARISING FROM THE MINUTES

Noted:

re item 9:

- (i) that the Graduate School Office had begun work on the costing of PGR programmes, but that it was recognised that this would be an extremely complicated job, largely due to the difficulties in separating tasks into the categories of “teaching”, “supervision”, “own research” and the like;

re item 11:

- (ii) that work had not yet taken place on the subject of Regional Interest Groups, but that a report should be available at the next meeting of the Committee.

16 INSTITUTIONAL APPROVAL – BIRZEIT UNIVERSITY, PALESTINIAN TERRITORIES

Received:

the details of the proposed flexible and distributed distance learning (FDL) PhD arrangement between Birzeit University and the Department of Sociology, including the site visit report and due diligence (09-394).

Noted:

- (i) that this was a very important and worthwhile development;
- (ii) that this particular FDL arrangement existed due to the specific extreme circumstances of students unable to leave the Palestinian Territories;
- (iii) that the Committee should consider in the future the strategy behind FDL PhD arrangements and whether (and under what circumstances) the College would consider further arrangements of this nature.

Recommended:

that Birzeit University be approved as a partner institution for the flexible and distributed learning arrangement with the Department of Sociology (09-394).

17 EU STUDENT RECRUITMENT STRATEGY

Received:

a paper from the Head of Student Recruitment, Admissions and International and the Student Recruitment Officer (09-447).

Noted:

- (i) that it was important the College formalised and professionalised its recruitment activities with regard to the EU;
- (ii) that, managed properly, the EU could provide high numbers of well-qualified students to the College, and in particular to PGT provision;
- (iii) that relationships were key to recruiting in the EU market, and that it was important to join up particular markets to relevant subject areas, and even to consider particular international markets in programme development;
- (iv) that the College's lack of involvement in the Erasmus programme and in student exchange in general probably had a negative affect on the ability to recruit in the EU market, but that there had been very little actual student interest in opportunities for exchange thus far;
- (v) that the Committee was pleased to see such a well thought out Strategy, with clear plans for the future.

Resolved:

that the Strategy be endorsed.

18 PORTFOLIO REVIEW

Received:

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

Noted:

- (i) that the portfolio review was the culmination of a great deal of work, led by the Dean of the Graduate School and the Deputy Warden;
- (ii) that although overlap of similar subject areas, and possible resulting competition between these subjects had been predicted to be a problem, discussions with departments revealed that it was not as big a problem as expected;
- (iii) that the College website had been improved, but there were still issues with its usability and intuitiveness.

Resolved:

- (iv) that the recommendations of the review be endorsed, with the following actions and comments:

	Recommendation	Action	Comments
1	We should ensure that we identify those aspects of the portfolio review which have particular Learning and Teaching implications and consider how to manage these in conjunction with departments.	Academic Board and relevant committees	
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, by default, other than those specific programmes which lead to professional qualifications.	Approval by Academic Board	That due to requirements of relevant professional accreditation bodies, it was unlikely that many programmes leading to professional qualifications would be able to offer exit awards.
3	Consideration should be given to establishing a project to look at how our competitors are doing at this level.	Market Intelligence function in Marketing, Communications and Recruitment	That subject-area-specific information relating to competitors existed in academic departments, but for the College to carry out such a large project centrally, a market intelligence function would need to be engaged.
4	Consideration should be given to ways in which placement can be supported, either within departments or centrally.	Placement Strategy Group	
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	Approval by Academic Board	That the changing demography of higher education meant that part-time students needed to be considered at every level of the programme development process.

periods in College combined with online support in between should also be investigated and costed.

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| 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. | Approval by Academic Board | That a strong business case should be presented for any department wishing to run an MRes, given that recruitment for these programmes was in general very poor. |
| 7 | A clear framework should be developed for establishing, in advance of significant work taking place, whether a programme is likely to be worth developing. | In development:
Planning, Finance, Quality etc
(approval by SMT and relevant committees) | |
| 8 | A clear set of procedures should be developed for determining when a programme has become unviable, and for its consequent closure. | In development:
Planning, Finance, Quality etc
(approval by SMT and relevant committees) | |
| 9 | A project should be run, as a matter of urgency, to break down how PGT costings work across the range of our programmes, by preparing a cost template. This will allow us to establish norms or minima for the size of free-standing M-level programmes and numbers following a particular module and inform departmental strategy and regular programme review. | Planning, Finance (SMT) | That while departments needed accurate information to make decisions about whether programmes were cost-effective, it was important to remember that often departments would choose to subsidise these programmes if they were considered to make unique or important contributions to the departments' academic or research portfolios. |
| 10 | In view of the new postgraduate framework, while bearing in mind the need to preserve the distinctive identities of our programmes, we should consider modelling likely pathways through current and future programmes so that we can plan for the resource and other implications of greater sharing of teaching through opening options across the College to PGT students. | Departments, Planning (SMT) | |
| 11 | As part of the introduction of the new student record system, money needs to follow students as they move between departments to follow optional courses. This would provide an incentive for departments (subject to space and | Departments, Planning, Finance (SMT) | That there were concerns that the concept of the money following the student would create an internal market, but that it was vitally important that eager students were |

equipment requirements) to co-operate in this way and to put on extra groups rather than closing courses to outsiders when numbers become high.

accommodated rather than turned away where possible.

19 PROGRESS ON NEW INITIATIVES

Received:

a report from the Chair on recent initiatives (09-445).

Committee members discussed the need for a decision as to whether foundation degrees had a place in the College's portfolio, particularly given the increasing emphasis being placed on the employer engagement agenda and the growing importance of further education colleges in delivering higher education. This would be discussed at a future meeting of the Committee.

The Committee also noted that investigations into varied routes into Goldsmiths' degree programmes, in PACE and elsewhere, were continuing, and that this would be reported in a future meeting, along with a discussion of the language provision offered by the Language Studies Centre.

20 RECRUITMENT AND ADMISSIONS REPORT, SEPTEMBER 2009 ENTRY

Received:

a paper from the Director of Quality, Planning and Academic Governance and the Head of the Admissions Office on student recruitment for 2008-09 (D; 09-446).

Noted:

- (i) that the recruitment picture was fairly positive at the moment;
- (ii) that in particular postgraduate recruitment had been very successful, and that this success would be built upon in future years;
- (iii) that undergraduate recruitment numbers targets were in general easily achieved and within the cap as required.

21 ANY OTHER BUSINESS

Noted:

that the Committee looked forward to hearing about the possibilities opened up for the College with the granting of degree-awarding powers.

22 DATES OF NEXT MEETINGS

To note that future meetings would be held on the following dates:

2 February 2010

11 May 2010

Jessica Pavlos

Quality and Governance Administrator, November 2009