

**GOLDSMITHS  
University of London**

**COUNCIL**

**ACADEMIC BOARD**

**Minutes of the meeting held on 15 December 2010**

Present: Mr Pat Loughrey (Chair), Dr Jorella Andrews, Professor Les Back, Ms Francesca Bancarino, Professor Frank Bond, Dr Philip Broadhead, Professor Mark d'Inverno, Professor Alan Downie, Dr Basem El-Haddadeh, Dr Matthew Fuller, Mr Ian Gardiner, Dr Andrea Gilroy, Mr John Ginman, Dr Ariel Hessayon, Professor Rosalyn George (*vice* Professor Ken Jones), Dr Jean Paul Martinon, Professor Simon McVeigh, Ms Mary Nixon, Ms Bindz Patel, Mr Jeremy Peyton-Jones, Dr Frances Pine, Professor Jane Powell, Professor Robert Gordon (*vice* Professor Maria Shevtsova), Professor Beverley Skeggs, Mr Robert Smith, Professor Kay Stables, Dr Anna Traianou, Ms Joan Turner, Ms Roxy Walsh, Mr Matthew Ward, Mr Matthew West, Dr Michael Young.

Apologies: Professor Catherine Alexander, Dr Stella Harvey, Professor Pam Heaton, Mr Gerald Lidstone, Dr Richard Noble, Dr David Oswell, Dr Tim Parnell, Professor Sanjay Seth, Professor Maria Shevtsova, Dr Gareth Stanton,

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

**OPEN BUSINESS**

**1 MINUTES**

**Resolved:**

that the Minutes of the meeting held on 16 June 2010 be approved.

**2 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 16 June 2010 (10-543).

**3 STANDING ORDERS**

**Received:**

the Standing Orders for 2010-11 (10-338).

#### **4 CONFLICTS OF INTEREST POLICY**

**Received:**

the College Policy on Conflicts of Interest (10-339).

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

**Received:**

the terms of reference, composition and membership of the Board for 2010-11 (10 - 542).

#### **6 WARDEN'S REPORT INCLUDING FUNDING OF HIGHER EDUCATION AND STUDENT FINANCE**

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

The current financial climate was challenging for higher education but the College should have confidence in the Goldsmiths' brand, identity, heritage and offer and take account of its strengths rather than focusing on perceived weaknesses. It was also essential to preserve the spirit of widening participation in the College.

The College's membership of the 1994 Group was an important part of its brand and identity. The 1994 Group gave the College opportunities to communicate with ministers and HEFCE, and to make the case for research-based universities. Continued funding for research was vital for the College's interests and the 1994 Group had vigorously opposed any cuts.

The 1994 Group had also successfully opposed the government's plans to concentrate research in large universities and to reduce the number of visa bearing international students. The campaign to minimise the number of cuts to higher education in April 2011 was ongoing.

Further education was becoming an increasingly ambitious player in higher education and could offer programmes for lower fees. This had the potential to lead to a divided prospect for higher education in the United Kingdom.

#### **7 REPORT BY THE DEPUTY WARDEN**

**Noted:**

- (i) that the College was looking at a raft of new income generating activities including ideas generated by Academic Development Committee and the Blue Skies Group;
- (ii) that the College was considering the potential of flexible routes through postgraduate taught programmes, greater engagement with the University of London International Academy, short courses and employer related continuing professional development, summer schools, the introduction of a Goldsmiths' Management School, opportunities for Computing to work with other departments and a liberal arts degree;

- (iii) that the introduction of Goldsmiths International Programmes was progressing as planned;
- (iv) that the Graduate School had a new plan to establish the School as the intellectual hub of the College and to relocate to a more central location;
- (v) that the College was involved in discussions to establish a new collaborative provision arrangement in South East Asia;
- (vi) that the College was involved with Queen Mary, University of London in an Olympic legacy plan.

## **8 REPORT BY THE PRO-WARDEN (RESEARCH AND ENTERPRISE)**

### **Noted:**

- (i) that research councils were about to receive their budget allocations and that while the overall budget for research was to be held at the present cash value, this would mean a decrease of about 10% in real terms over the next four years;
- (ii) that performance in the forthcoming Research Excellence Framework (REF) was more important than ever and in preparation for this an informal audit had been taking place in College which would be repeated in 2011 in advance of a formal 'dry run' exercise in summer 2012;
- (iii) that although impact would probably not contribute as strongly to the REF as had been initially proposed, it would still count for a substantial proportion of the overall quality rating (perhaps 15-20%) and a process for developing impact case studies in the College had therefore just been initiated;
- (iv) that the research office and business development office were working closely to support departments in applying for research grants, particularly via strategic foci on collaborative and knowledge transfer funding and on European funding schemes;
- (v) that the current political and economic climate had made it increasingly advantageous for universities to develop relationships with external organisations, as a result of which a new policy which would incentivise and facilitate consultancy by departments would be brought to Academic Board in spring 2011;
- (vi) that last summer's scheme to co-fund doctoral studentships with academic departments had been very successful with eleven PhD studentships with full stipends being offered in eight departments.

## **9 REPORT BY THE PRO-WARDEN (STUDENTS AND LEARNING DEVELOPMENT)**

### **Noted:**

- (i) that the Blue Skies Group was working on an institutional approach to increasing the numbers of part time students;

- (ii) that HEFCE, DEL, Universities UK and GuildHE had jointly published a consultation on the content and appearance of a standard information set, including a Key Information Set (KIS) which was intended to inform the public about the quality of higher education, and in particular, help provide potential students with information that would help them make a choice about what and where to study;
- (iii) that the KIS would include information on teaching, learning and assessment methods, career's information including average salary and information from NSS about each programme of study;
- (iv) that the Browne review had recommended that each university should have a Student Charter containing information such as employment outcomes and contact time: Goldsmiths already had a Student Charter which would be modified to meet any new requirements;
- (v) that data was becoming increasingly important as a means of enabling departments and institutions to tell their story and convey their values to students and prospective students ;
- (vi) that the government was trying to find new measures for widening participation, including the number of students who had had free school meals: a measure by which Goldsmiths did disproportionately well.

## **10 NATIONAL STUDENT SURVEY**

### **Received:**

a paper from the Quality Administrator on the College's results in the 2010 National Student Survey (10-370).

### **Noted:**

- (i) that the 1994 Group did proportionately better than other mission groups in the National Student Survey;
- (ii) that Goldsmiths performed very well in terms of teaching, much less well in terms of overall satisfaction and that variability in departmental performance year on year was an issue;
- (iii) that success in the National Student Survey was seen as critical to Goldsmiths' future and the Warden's Advisory Group had therefore agreed that the College should be working towards an overall score of 4.2 as this would impact favourably on students and league tables;
- (iv) that the areas of feedback and personal development/employability were being actively worked on by the College;
- (v) that the area of communication was particularly problematic and that the multiple methods that departments used to communicate with students were not always effective in meeting students' expectations;
- (vi) that all departments were working on NSS action plans in which they would identify action to be taken to reach the 4.2 benchmark.

## **11 FEEDBACK POLICY AND GUIDANCE FOR FEEDBACK AT GOLDSMITHS**

### **Received:**

the revised Feedback Policy from the Pro-Warden (Students and Learning Development) (10-492) and the Guidance for Feedback at Goldsmiths (10-493R).

### **Noted:**

- (i) that the proposed three week turn round time for marked work represented best practice in the sector and in the 1994 Group and had been seen to be effective in other HEIs;
- (ii) that the Guidance was intended to enable departments to implement the policy but that departments should also reflect upon good practice in their own discipline;
- (iii) that there was value in using the VLE for giving feedback as there was evidence that students engaged better with typed feedback, but that this should not just consist of typed comments at the end but also comments throughout the work;
- (iv) that face to face communication when giving feedback was also important, wherever possible;
- (v) that there were some concerns about potential technical problems for students involved in uploading essays to the VLE;
- (vi) that a working group would be set up to look at making improvements to the VLE, including the possibility of providing audio feedback.

### **Resolved:**

- (i) that the Feedback Policy and Guidance for Feedback at Goldsmiths be approved subject to the amendments below;
- (ii) that 1.1 of the Guidance should indicate that feedback should be given within 3 'term-time' weeks;
- (iii) that clarification be provided about the turn round time for work handed in at the end of a term;
- (iv) that the Guidance should also include information about giving feedback at the end of a programme;
- (v) that examples of good feedback practice from the Department of English and Comparative Literature should be included;
- (iv) that the wording about submission via the VLE be revised to note that written work should 'normally' be submitted via the VLE but that departments may additionally require students to submit a hard copy of the essay. In the latter case, departments would still provide typed feedback.

(vi) that the Guidance recognise the need to be more innovative in the types of feedback given as this might facilitate quicker turn round times;

## **12 REPORT OF THE COLLEGE-WIDE REVIEW OF THE WIDENING PARTICIPATION AGENDA**

### **Received:**

a report and action plan from the Deputy Warden on the College-wide review of the Widening Participation Agenda (10-494).

### **Noted:**

(i) that widening participation encompassed a wide range of students from different backgrounds;

(ii) that widening participation statistics were good at College level but mixed across departments;

(iii) that since the report was written, the whole fees regime and landscape had changed: as a result, widening participation would need to be embedded across all areas of the College and be recognised as the responsibility of all members of staff.

## **13 GOLDSMITHS GRADUATE EMPLOYABILITY STRATEGY**

### **Received:**

the Goldsmiths' Graduate Employability Strategy (10-429R).

### **Noted:**

(i) that employability was a key factor for students and prospective students;

(ii) that Goldsmiths would need to demonstrate how students studying on its non-vocational programmes were making themselves employable;

(iii) that it was important for departments to engage with the Careers' Service.

### **Resolved:**

(i) that the Goldsmiths Graduate Employability Strategy be approved subject to the following amendment;

(ii) that the 'Skills' section of the Graduate Attributes be revised so as not to begin with the word 'problem'.

## **14 CONVENTIONS OF MARKING**

### **Resolved:**

(i) that the amendment to procedure 178 of the Assessment Regulations and Procedures (10-396) be approved subject to clarification about responsibility for checking the adding up of marks.

(ii) that the amendment be implemented in the 2010-11 session.

## **15 APPEALS REPORT**

### **Received:**

the annual appeals report from the Head of Assessments (10 -548).

### **Resolved:**

(i) that the Student Services department should investigate how to improve the communication of appeals rights to students;

(ii) that the Head of the Department of Professional and Continuing Education (PACE) would investigate the context of a number of the appeals in PACE.

## **16 PROPOSAL TO ESTABLISH THE CENTRE FOR IDENTITY AND SOCIAL JUSTICE**

### **Resolved:**

that the Centre for Identity and Social Justice be approved with effect from January 2011 (09-404R).

## **17 REGULATIONS FOR EXTERNAL EXAMINERS**

### **Resolved:**

that the revised handbook of regulations for External Examiners together with the covering sheet of confirmation of information to be sent to External Examiners be approved (10-397R).

## **18 REPORT ON TURNITIN PLAGIARISM-DETECTION SOFTWARE: DETECTION, PREVENTION, DECISIONS ABOUT RENEWING LICENCE**

### **Resolved:**

that the decision that the college renew its licence for Turnitin and that students run a plagiarism check using the software prior to submission through Turnitin be approved (10-495).

## **19 ACTION TAKEN BY THE CHAIR**

### **Noted:**

action taken by the Chair since the last meeting (10-544).

## **20 ANNUAL REPORTS OF ACADEMIC BOARD COMMITTEES**

### **Received:**

the annual reports from the following committees of Academic Board:

Academic Development Committee (10-520)  
Equality and Diversity Committee (10-405)  
Information Management & Systems Committee (10-419R)  
Learning and Teaching Quality Committee (10-496)  
Research and Knowledge Transfer Committee (10-467)  
Student Committee (10-428).

## **21 REPORT FROM DEPARTMENTAL BOARDS 2009-10**

### **Received:**

a summary of Departmental Board meetings from the Head of Quality and Standards (10-546).

## **22 ANNUAL CAREERS REPORT**

### **Received:**

the annual careers report from the Head of the Careers Service (10-547).

## **23 COMPLAINTS REPORT**

### **Received:**

the annual report on formal complaints from the Head of Academic Services (10-549).

## **24 ANNUAL PROGRAMME REVIEW**

### **Received:**

a supplementary paper from the Head of Quality and Standards on the Annual Programme Review process in 2008-9 (10-371).

**25 REPORT ON QUALITY ASSURANCE DATA AND REVIEW OF QUALITY ASSURANCE PROCESSES**

**Received:**

a paper from the Head of Quality and Standards reviewing the operation of the quality framework in 2009-10 (10-373).

**26 REPORT OF THE PERIODIC PROGRAMME/DEPARTMENTAL REVIEW OF THE DEPARTMENT OF ART AND THE DEPARTMENTAL RESPONSE**

**Received:**

the report on the Periodic Programme Review of the Department of Art, and the departmental response (10-497).

**27 REPORT OF THE PERIODIC PROGRAMME/DEPARTMENTAL REVIEW OF THE DEPARTMENT OF PSYCHOLOGY AND THE DEPARTMENTAL RESPONSE**

**Received:**

the report on the Periodic Programme Review of the Department of Psychology, and the departmental response (10-498).

**28 REPORT OF THE PERIODIC PROGRAMME/DEPARTMENTAL REVIEW OF THE DEPARTMENT OF SOCIOLOGY AND THE DEPARTMENTAL RESPONSE**

**Received:**

the report on the Periodic Programme Review of the Department of Sociology, and the departmental response (10-499).

**29 REPORT OF THE PERIODIC PROGRAMME/DEPARTMENTAL REVIEW OF THE CENTRE FOR CULTURAL STUDIES AND THE CENTRE RESPONSE**

**Received:**

the report on the Periodic Programme Review of the Centre for Cultural Studies, and the Centre response (10-500).

**30 LIBRARY ANNUAL REPORT 2009-10**

**Received:**

the Library Annual Report for 2009-10 (10-433).

### **31 BROADCAST JOURNALISM TRAINING COUNCIL REACCREDITATION OF THE MA IN RADIO**

#### **Received:**

the report of the reaccreditation of the MA Radio by the Broadcast Journalism Training Council (10-502).

### **32 REPORT FROM HONORARY DEGREES AND FELLOWSHIPS COMMITTEE**

#### **Noted:**

the names of those receiving Honorary degrees and fellowships in 2010 (10-545).

### **33 PROMOTIONS OF ACADEMIC STAFF**

#### **Received:**

a summary of Academic Staff Promotions from the head of Corporate Governance & Information Management (10-519).

### **34 OTHER MATTERS FOR REPORT**

#### **Noted:**

(i) other matters for report (10-550), incorporating New Heads of Department appointments, appointments of Visiting Fellows and Professors and minutes from the following Committees of Academic Board:

Equality and Diversity Committee, 12 May 2010 (10-552)

Equality and Diversity Committee, 26 October 2010 (10-553)

Honorary Degrees and Fellowships Committee, 27 September 2010 (10-554)

Information Management & Systems Committee, 2 November 2010 (10-555)

Learning and Teaching Quality Committee, 14 October (10-556)

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

#### **PGCE Design & Technology (Secondary)**

Dr Victor McNair

Senior Lecturer

University of Ulster

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

#### **MA Applied Drama: Theatre Educational Community and Social Contexts**

Dr Frances Babbage

Senior Lecturer

University of Sheffield

*For a period of 3 years from 1<sup>st</sup> November 2009 until 30th September 2012*

**MA Interactive Media**

Professor Sally Jane Norman  
Founding Director/Professor  
University of Sussex

*For a period of 3 years from 1<sup>st</sup> November 2009 until 30th September 2012*

**Certificate in Language Proficiency**

Ms Joanne Atkinson  
Teacher of Chinese  
SOAS, UOL

*For a period of 3 years from 1<sup>st</sup> November 2009 until 30th September 2012*

**MA Image and Communications**

Mr Roger Hargreaves  
Associate Lecturer  
Camberwell College of Arts/  
Self Employed writer/curator

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

**BA English/Joint Programmes**

Dr David Brauner  
Reader  
University of Reading

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

**MFA Curating**

Dr Achim Borchardt-Hume Chief Curator  
Whitechapel Gallery, London

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

**MA Design Futures**

Dr Maziar Raein  
Associate Professor  
Oslo Academy of Art & Design

*For a period of one year from 1st November 2010 until 30th September 2013*

**BSc Psychology**

Dr Hanna Zagefka Senior Lecturer  
Royal Holloway, UOL

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

**BA Politics with Economics/****BA Economics, Politics and Public Policy**

Mr Andrew Kilmister  
Senior Lecturer  
Oxford Brookes University

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

**MA Screen and Film Studies**

Ms Alison Butler  
Head of Dept of Film, Theatre & Television  
University of Reading

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

**BA Design and Technology Education (Secondary)**

Mr Peter Grover

Senior Academic/Head of Programme

Sheffield Hallam University

*For a period of one year from 1st November 2010 until 30th November 2011*

**BA History/Joint programmes**

Professor Frank Tallett

Professor of Early Modern European History

University of Reading

*For a period of one year from 1st November 2010 until 30th November 2011*

**BA History/Joint Programmes**

Professor Jonathan Barry

Associate Professor of History

And Head of School of Humanities and Social Sciences

University of Exeter

*For a period of one year from 1st November 2010 until 30th November 2011*

**MSc Research Methods in Psychology**

Dr Dietmar Heinke

Senior Lecturer in Psychology

University of Birmingham

*For a period of 3 years from 1<sup>st</sup> November 2010 until 30<sup>th</sup> September 2013.*

**BA English/joint programmes**

Professor Jane Spencer

Professor of English

University of Exeter

*For a period of 3 years from 1<sup>st</sup> November 2010 until 30<sup>th</sup> September 2013.*

**MA Social Work**

Dr Robert Johns

Principal Social Work Lecturer

University of East London

*For a period of 3 years from 1<sup>st</sup> November 2010 until 30<sup>th</sup> September 2013.*

**MA Advanced Social Work (Practice Education)**

Ms Luci Rai

Senior Lecturer in Social Work

The Open University

*For a period of 3 years from 1<sup>st</sup> November 2010 until 30<sup>th</sup> September 2013*

**BA Social and Cultural Studies**

Mr Ronnie McGrath

Course Director/Creative Writing Director

London College of Communication

*For a period of one year from 1<sup>st</sup> November 2010 until 30<sup>th</sup> September 2013*

**MA Design – Critical Practice and MRes Design**

Dr Cameron Tonkinwise

Chair, Design Thinking School of Ecologies/Director of Sustainable Design

Tishman Centre for Design and the Environment

*For a period of one year from 1<sup>st</sup> November 2010 until 30<sup>th</sup> September 2011.*

**35 NEXT MEETING**

**Noted:**

that the next meeting would be held on 23 March 2011 at 2 p.m.

**36 2011-12 MEETINGS**

**Noted:**

the meeting dates for the 2011-12 academic year:

14 December 2011

14 March 2012

6 June 2012.

**RESERVED BUSINESS**

**37 APPOINTMENT OF EMERITUS PROFESSORS**

**Resolved:**

to confer the title of Emeritus Professor on certain individuals, in accordance with the provisions of Ordinance 19 (10-557).