

**GOLDSMITHS
University of London**

ACADEMIC BOARD

ACADEMIC DEVELOPMENT COMMITTEE

Minutes of the meeting held on 2 May 2012

Present: Professor Simon McVeigh (in the Chair), Ms Vicky Annand, Mr Gerald Lidstone, Dr Lucia Boldrini, Ms Rachel Soper, Mr Geraint Fox, Mr Matt Ward, Dr Andrea Gilroy, Dr Marco Gillies, Mr Tony Downmunt, Mr James Haywood

In attendance: Chris Lloyd (Secretary), Dr David Oswell (for items 1 to 6), Kieron Broadhead (for items 1 to 4), Dr Victoria Korzeniowska (for items 9-12)

Apologies: Dr Dejan Djokic, Professor Sanjay Seth, Professor Les Back.

OPEN BUSINESS

1 MINUTES

Resolved:

that the minutes of the meeting held on 18th January 2012 be approved.

2 MATTERS ARISING FROM THE MINUTES

Noted:

- (i) that the Senior Management Team had decided that the BA Liberal and Creative Arts proposal would not be taken forward due to on-going uncertainty around the structure of the offer and market demand;
- (ii) that the BA Social and Cultural Studies had a similar design to the BA Liberal and Creative Arts proposal and this would continue to be delivered should a suitable host department be agreed;
- (iii) that the Institute of Management Studies had commenced work with Frank Bond appointed as Director, three new programmes approved and the MSc Occupational Psychology transferred from the Psychology Department;
- (iv) that the establishment of the Confucius Institute had been approved, for delivery of language and dance courses initially, with a Director to be appointed shortly.

3 2012/13 RECRUITMENT UPDATE

Received:

a paper from the Head of Admissions updating 2012-13 Recruitment (12-151)

Noted:

- (i) that the undergraduate recruitment cycle for 2012-13 entry had largely been completed at this stage and so the focus should shift to 2013-14 recruitment, ensuring that we are proactive in sharing the College's message;
- (ii) that while conversion rates had been encouraging for 2012-13, the College would need to increase applications for 2013-14 strategically to ensure that student number targets would be met, particularly in areas where there is capacity for growth within existing resources;
- (iii) that it has been announced that a further 5000 places would be withdrawn nationally for 2013-14 entry, so it is essential that the College reaches its Student Number Control (SNC) for 2012-13, as these places are likely to be taken from institutions that under-recruit;
- (iv) that in order to best meet its SNC for 2012-13, which is counted two weeks into the first term, the College had redistributed some student numbers to departments with capacity and higher demand; whether this redistribution will be permanent or temporary has been agreed on an individual basis;
- (v) that international applications and offers had increased significantly, particularly at PG level;
- (vi) that applications to the International Pathways in CELAW had increased 20% although with varying demand across the provision; programmes with lower demand may not justify the marketing cost associated and those with higher demand are in the areas where the College is already strong in recruitment;
- (vii) that international demand was clustered in a small number of high demand subject areas and so the International Team would be working to create targeted demand in other subject areas with capacity for growth.

Resolved:

that variability in applications and demand between departments would be discussed at the next meeting.

4 INTERIM WIDENING PARTICIPATION STATEMENT 2012-13 AND ACCESS AGREEMENT 2013-14

Received:

a paper on Access Agreement arrangements from the Director of Quality, Planning and Academic Governance (12-155)

Noted:

- (i) that the deadline for submission of the Access Agreement for 2013-14 entry was 31 May 2012 and as such the committee timetable would not allow for it to be formally reviewed by ADC or Academic Board prior to submission; it would however be approved by SMT prior to submission;
- (ii) that discussion of the Access Agreement was already taking place between GLEU, the Students Union, MRC, Finance and Planning but academic involvement was still being sought; Students Union involvement is essential as the level of student involvement must be stated in the Agreement;
- (iii) that in the new agreement the funds assigned to bursaries would be lowered with the money redistributed to outreach work and improving retention, which are seen as more powerful WP initiatives;
- (iv) that there would be a need to consider how WP students are monitored and reported, including whether such students should be flagged, particularly for retention where current baseline data is limited;
- (v) that as the number of WP students increased the level of support services would need to increase accordingly;
- (vi) that SMT were considering the appointment of an academic WP champion;
- (vii) that while the focus of WP work had traditionally been at UG level, the barriers to Higher Education remain the same for students considering progression to PG study and activity in this direction would increase once work at UG level had been embedded.

Resolved:

- (i) that as WP had been a focus of the Integrated Degrees in PACE the Programme Convenors of these programmes could provide valuable insight when compiling the agreement and so AG would provide names of Programme Convenors to be consulted; similarly for Computing and Foundation Year tutors MG would provide names;
- (ii) that an institutional strategy for WP would be developed initially with short term priorities but expanded to consider the medium and long term, including how WP

work could be balanced against the need to attract high achieving students and ensure there isn't a bifurcation of provision.

5 CURRENT PLANNING ISSUES & FUNDING ARRANGEMENTS FOR 2013/14

Received:

- (i) a paper on HEFCE Student Number Controls and Teaching Funding Consultation from the Director of Quality, Planning and Academic Governance (12-153)
- (ii) a Planning Update from the Director of Quality, Planning and Academic Governance (12-152)

Noted:

- (i) that an announcement had been made that the current AAB+ Policy would be extended to ABB+ for 2013-14 entry but further details, including equivalences, had yet to be released so it had not been possible to accurately measure the impact of this on the College;
- (ii) that in the new fee regime the cost to students of the placement year that features in some programmes, which currently stands at 50% of full fees, may be prohibitively high, particularly given perceived value of support given during this year;
- (iii) that while the consultation states that there is a small amount of additional funding for high cost programmes this did not include accredited placement based programmes, such as Social Work, for which the placement elements were highly resource intensive;
- (iv) that the Student Number Control for 2013-14 entry was unlikely to be confirmed until a significant amount of the recruitment cycle had passed and so targets would need to be set accordingly;
- (v) that the number of direct entry students per Department would appear to be relatively low and should not cause a significant issue with the Student Number Control;
- (vi) that PG fee levels would be discussed at next meeting of WAG

Resolved:

that as part of the College's response to the Teaching Funding Consultation the high cost of placement based programmes such as Social Work would be highlighted.

6 G2015 ACADEMIC REVIEW WORKSTREAM UPDATE

Received:

a paper with recommendations for the College's Portfolio Management Plan from Dr. David Oswell (12-154)

Noted:

- (i) that when considering themes for the Portfolio Management Strategic Plan students should be consulted as they may bring a useful insight;
- (ii) that links with Annual Programme Reviews and Periodic Programme Reviews should be considered but that this review should not be constrained by those processes;
- (iii) that a necessary outcome of this review may be the closure of some programmes which should not be an impediment to the review but highlighted the need for facilitation across the College;
- (iv) that some Departments already carry out annual portfolio reviews which may offer a useful model for this review.

Resolved:

- (i) that the recommendations of the Portfolio Management Plan be endorsed;
- (ii) the Committee felt it could undertake the role suggested for it in the proposals, and if this were to be agreed then that the September meeting would focus on generating themes for the Portfolio Management Strategic Plan and considering what data might be used as part of the portfolio reviews;
- (iii) that the Academic Review workstream would undertake portfolio reviews in the autumn term and report back to ADC;
- (iv) that SMT would ultimately agree the themes for the Portfolio Management Strategic Plan but that there would be a consultation with Departments and through the Committee throughout the process.

7 INTERNATIONALISATION SURVEY

Received:

a paper on Themes to take forward from the Internationalisation Framework from the Head of International and Partnership Development (12-156)

Noted:

- (i) that while the East Asia Region Group had yet to meet it is considered a good model for cross-departmental collaboration;
- (ii) that offering Erasmus opportunities could be beneficial to the College but it had traditionally been difficult to form Bilateral Agreements without a modern languages provision;
- (iii) that Three-week Erasmus Events were growing in interest and should be considered by the College;
- (iv) that for practical subjects outward mobility can have an adverse impact on a student's performance; for accredited practice programmes outward mobility is not possible;
- (v) that Alumni, who were currently underutilised as a resource, should be a key feature of the international strategy;

Resolved:

- (i) that paper 12-156 would be sent to LTQC for consideration;
- (ii) that the content of the paper would be shared through Student News to gauge student interest;
- (iii) that the Committee endorsed the findings of the report.

8 INTERNATIONAL STUDENTS AND PGCE PROGRAMMES

Received:

a paper from the Head of International and Partnership Development (12-157)

9 LASALLE CONDITIONS OF INSTITUTIONAL APPROVAL

Received:

a paper on the Lasalle Conditions of Institutional Approval from the Head of Quality and Standards (12-158)

Resolved:

that the Committee recommend to Academic Board that the conditions of institutional approval be confirmed as having been satisfied.

10 COMMITTEE MEMBERSHIP 2012-13

Received:

nominations for co-opted members for 2012-13 (12-159)

Noted:

thanks to departing members: Dr Andy Gilroy, Mr Gerald Lidstone, Dr Lucia Boldrini, Mr Tony Downmunt and Mr Matt Ward.

Resolved:

that the proposal for new co-opted members be approved.

11 ANY OTHER BUSINESS

There was no other business.

12 DATES OF NEXT MEETING

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

27th September 2012

1 November 2012

7 February 2013

2 May 2013

Chris Lloyd

May 2012