

**GOLDSMITHS
University of London**

COUNCIL

ACADEMIC BOARD

Minutes of the meeting held on 11 December 2013

OPEN BUSINESS

Present: Mr Patrick Loughrey (in the Chair), Dr Michael Banissy, Professor Lucia Boldrini, Professor Frank Bond, Professor Roger Burrows, Professor Jim Campbell, Mr Tom Chivers, Professor Mark D'Inverno, Dr Aeron Davis, Professor Natalie Fenton, Dr Matthew Fuller, Professor Anna Furse, Dr Marco Gillies, Mr Conrad Grant, Dr Monica Greco, Professor Elisabeth Hill, Dr Berta Joncus, Dr Ben Levitas, Mr Gerald Lidstone, Dr Georg Menz, Professor Stephen Nugent, Dr Simon O'Sullivan, Professor David Oswell, Professor Carrie Paechter, Dr Tim Parnell, Ms Jacqueline Pennell, Dr Tom Perchard, Professor Jane Powell, Ms Sian Prime, Dr Vivienne Richmond (*vice* Professor Richard Grayson), Dr Anna Traianou, Dr Derval Tubridy, Ms Joan Turner, Mr Matthew Ward, Professor Robert Zimmer.

Apologies: Professor Adam Dinham, Professor Michael Dutton, Mr Soren Goard, Professor Richard Grayson, Ms Annie Guo, Dr Ariel Hessayon, Professor Scott Lash, Ms Julia Lockheart, Dr Richard Noble, Dr Juliet Sprake, Professor Emma Tarlo, Dr Michael Young.

In attendance: Dr Veronica Lawrence, Mrs Cathryn Thompson (Secretary)

1 NEW MEMBERS

The following new members were welcomed to the Board:

Staff:

Roger Burrows (Pro Warden)
Mark D'Inverno (Pro Warden)
Carrie Paechter (Education)
Georg Menz (Politics)
Simon O'Sullivan (Visual Cultures)
Gavin Butt (Visual Cultures)
Michael Banissy (Psychology)
Monica Greco (Sociology)
Julia Lockheart (CELAW)

Students:

Conrad Grant (SU President)

Soren Goard (Sabbatical Officer)
Tom Chivers (Elected by Student Assembly with PG student matters in portfolio)

2 STANDING ORDERS

Received:

the Standing Orders for 2013-14 (13-300).

3 CONFLICTS OF INTEREST POLICY

Received:

the College Policy on Conflicts of Interest (13-301).

4 TERMS OF REFERENCE, COMPOSITION AND MEMBERSHIP

Received:

the terms of reference, composition and membership of the Board for 2013-14 (13-477).

5 MINUTES

Resolved:

that the Minutes of the meeting held on 12 June 2013 be approved.

6 WARDEN'S REPORT

The Warden gave an oral report on matters of interest to the College.

It was reported that the last recruitment round had been a real success. The College's performance against its marginal target was positive, with 37% ABB students recruited. However, it was noted that the effort and resource in this area would need to be maintained and developed to sustain and increase these recruitment levels.

Reference was made to Chancellor George Osborne's Autumn Statement 2013 and specifically the announcement that 'next year we will provide 30,000 more student places – and the year after we will abolish the cap on student numbers altogether'. It would therefore be essential for Goldsmiths to think more radically about its admissions strategy. Growth was deemed a possibility, whilst maintaining quality and the appropriate infrastructure to support it. However, it was noted that the next challenge to overcome was one of physical space, particularly in some academic departments, to ensure that the student experience is protected at all times. There was a discussion on the current estate and the possibility of expansion over the short to medium term. It was suggested that underlying principles could be set to ensure the quality of Goldsmiths' provision is maintained at all times, including the setting of maximum staff:student ratios and specifying maximum class sizes within particular teaching spaces. It was acknowledged that some practice based subjects had already expanded to their maximum capacity within the existing environment. The Board supported the need to get

the basic site correct, with limited expansion, to ensure a stable infrastructure for future growth. Centralised systems needed to be flexible, robust and contemporary before launch (e.g. central timetabling). A transparent and comparable approach to space, timetabling and access to resources within and across departments was supported, which is currently an area of greatest dissatisfaction among the student body. Clear communication to staff and students throughout any changes was deemed central to the success of current and future projects.

Goldsmiths' REF submission had been successfully made ahead of the 29 November 2013 deadline. It was noted that Goldsmiths would continue to confidently promote and disseminate its stories and successes, through the display of materials, key events and a possible book of impact case studies to act as a permanent reminder of this successful academic endeavour.

An update on staffing levels in the Research Office was provided to the Board. It was reported that the current focus was to build upon existing capacity within the Office, in the immediate term through interim/temporary arrangements and then through a new permanent appointment. It was noted that staffing levels would remain under review to ensure that support to departments remained appropriate going forward.

Goldsmiths' successes in research grants and new doctoral training centres were noted. Congratulations were expressed to lead departments and all concerned. A need to preserve and ensure that the appropriate infrastructure is in place to support and maintain this momentum was acknowledged.

7 ANNUAL REPORTS OF ACADEMIC BOARD COMMITTEES

Received:

the annual reports for the following committees:

Academic Development Committee (13-325)
Learning, Teaching and Quality Committee (13-344)

8 RESEARCH EXCELLENCE FRAMEWORK (REF) SUBMISSION

Received:

a report from the Deputy Warden on Goldsmiths' REF submission (13-478).

Noted:

- (i) that Goldsmiths' REF submission had been successfully made ahead of the 29 November 2013 deadline and that no appeals had been received from staff;
- (ii) that thanks were expressed to Heads of Department, academics and relevant support staff for their hard work and commitment, and timely submission of their narratives, thus providing sufficient time to prepare the overall submission;
- (iii) that a slightly smaller set of submissions were made compared to the last exercise due to the deliberately more selective approach taken this time;

- (iv) that some lessons could be drawn from the process, including what worked well and was effective but also what the challenges for the next submission might be;
- (v) that the outcome of the submission will be known in 12 months time;
- (vi) that that whilst the next assessment exercise would be some years hence, planning and preparations would need to start in earnest some years ahead of the next submission, and that the College should bear in mind now that impact would be more important next time;
- (vii) that consideration should be given as to how students might be involved in the process in future as well as the end product stage, perhaps via a series of research festivals where they can understand not only the research environment in their own department but also in others;
- (viii) that thanks were expressed to Professor Jane Powell for her leadership on REF, and to the rest of the internal REF panel, with the positive feeling among staff being particularly notable.

9 QAA HIGHER EDUCATION REVIEW (HER)

Received:

a report from the Head of Quality on Goldsmiths' HER during the 2014-15 academic year (13-479).

Noted:

- (i) that the evidence base expected to be considered by the QAA review team would stem back over the three academic years prior to the review;
- (ii) that policies currently under review should be considered in light of any recent changes to the UK Quality Code, alongside any mapping exercises currently underway against each Chapter of the Code;
- (iii) that particular attention in the current academic year was being given to 'closing the loop' on feedback received from students, as well as reviewing the assessment feedback policy;
- (iv) that there was confusion with existing nomenclature at Goldsmiths, specifically the use of 'programme', 'course' and 'module', that required clarification.

Resolved:

- (i) that by the start of the 2014-15 academic year the term 'course' would be replaced by 'module' to define a self-contained unit of study which has its own learning outcomes: Modules are designated as having a credit value and a level and may be taught either over a whole academic year or completed within one or two terms;

- (ii) that by the start of the 2014-15 academic year the term 'programme' would continue to be used to define a coherent and structured suite of modules that has its own specific learning outcomes: Each module is at a specified level and students must achieve the required number of credits at specified levels in order to successfully complete the programme and to obtain the award (programmes at both undergraduate and postgraduate level may have interim exit awards).

10 ACADEMIC BOARD EFFECTIVENESS REVIEW

Received:

a report from the Director of Governance and Legal Services on an effectiveness review of Academic Board during the 2013-14 academic year (13-480).

Noted:

- (i) that, as the democratic heart of the College, the Board should be a forum for debate and transparent decision making;
- (ii) that the Board is a product of its various committees and works well when its constituent parts work well;
- (iii) that discussion papers should prompt areas for discussion and questions for debate wherever possible, with any decisions or options available clearly identified.

11 EXTERNAL EXAMINERS

Resolved:

to appoint the following External Examiners:

Mrs Hilary Orpin

MA Applied Anthropology and Community and Youth Work
Programme Leader, BA H Youth & Community Work
University of Greenwich
From 1st November 2013 to 30th September 2017

Dr Darya Gaysina

MSc Science of Psychology, Genetics and Education
Lecturer
University of Leicester
From 1st November 2012 to 30th September 2016

Mr Christopher Butcher

Management of L & T in HE PG Cert/Dip/MA
Principal Academic Staff Development Officer
University of Leeds
From 1st November 2013 to 30th September 2017

Professor Lindsay Bremner

MA Research Architecture
Professor of Architecture
Westminster University
From 1st November 2013 to 30th September 2017

Professor Rosalind Gill

MA Gender, Media and Culture
Professor of Social and Cultural Analysis
City University London
From 1st November 2013 to 30th September 2017

Professor Julian Stallabrass

MA Art in Politics
Teaching Staff
Courtauld Institute of Art
From 1st November 2013 to 30th September 2017

Dr Betti Marenko

MA Interactive Media
Senior Lecturer
Central St Martins College of Arts and Design
From 1st November 2013 to 30th September 2017

Dr Thomas Yarrow

MA Development and Rights
MA Anthropology, Community and Youth Work
Lecturer
University of Durham
From 1st November 2013 to 30th September 2017

Dr Tozun Issa

MA Multilingualism, Linguistics and Education
Senior Lecturer
London Metropolitan University
From 1st November 2013 to 30th September 2014

Dr Graham Pullin

BA Design
Senior Lecturer
DJCAD, University of Dundee
From 1st November 2013 to 30th September 2017

Dr Simon Susen

BA Sociology, BA Sociology joints
Senior Lecturer
City University London
From 1st November 2013 to 30th September 2017

Dr Karen Wells

MA Photography and Urban Cultures

Assistant Dean
Birkbeck College, University of London
From 1st November 2013 to 30th September 2017

Dr Milly Williamson

BA Media and Communications
Subject Head, Screen Media
Brunel University
From 1st November 2013 to 30th September 2017

Dr Dimitrios Tsivrikos

MSc Consumer Behaviour
Teaching Fellow
University College London
From 1st November 2013 to 30th September 2017

Ms Irene Dallaway Gonzalez

PGCE Secondary Mathematics
Lead Mathematics Tutor
University of Sussex
From 1st November 2013 to 30th September 2017

Mrs Sibylle Cseri

Intermedial Art Therapies
Lecturer and Supervisor
Universitat Pompeu Fabra, Barcelona, Spain
From 1st November 2013 to 30th September 2015

Professor Joseph Duddell

BA (Hons) Music (LaSalle College of the Arts)
Professor of Music
Bath Spa University
From From 1st August 2013 to 31st July 2017

Professor Peter Hill

BA (Hons) Fine Arts – Studio Practice (LaSalle)
Associate Professor of Fine Art
RMIT University, Australia
From 1st August 2013 to 31st July 2017

Ms Jacky Blake

BA (Hons) Fine Arts – Studio Practice (LaSalle)
Senior Lecturer and Year 2 Coordinator
London College of Communication
From 1st August 2013 to 31st July 2017

Dr Gavin Davidson

MA Social Work
Lecturer and Programme Director
Queen's University Belfast
From 1st November 2013 to 30th September 2017

Dr Simon Philpott

MA Global Media and Transnational Communications

Senior Lecturer and PGT Director

Newcastle University

From 1st November 2014 to 30th September 2018

12 GUIDELINES FOR PLACEMENTS, INTERNSHIPS AND VOLUNTEERING

Resolved:

that the Good Practice Guidelines for Placements, Internships and Volunteering be approved (13-339R).

13 INTRODUCTION OF A CREDIT FRAMEWORK FOR THE UNIVERSITY OF LONDON INTERNATIONAL ACADEMY (UoLIA) BSc IN COMPUTING AND INFORMATION SYSTEMS (CIS) AND BSc IN CREATIVE COMPUTING (CC)

Resolved:

that the introduction of a credit framework for the University of London International Academy (UoLIA) BSc in Computing and Information Systems (CIS) and BSc in Creative Computing (CC) be approved (13-322R).

14 AMENDMENT TO PROGRAMME REGULATIONS FOR MPhil/PHD IN COMPUTING

Resolved:

that the change to programme regulations for the MPhil/PhD in Computing be approved (13-379R).

15 APPLICATION FOR A NEW RESEARCH UNIT

Resolved:

that the application for a new Research Unit be approved (13-448).

16 ACTION TAKEN BY THE CHAIR

Noted:

the action taken by the Chair (13-482).

17 STUDENTS' UNION ANNUAL IMPACT REPORT

Received:

the Students' Union Annual Impact Report (~~13-483~~) (13-424).¹

¹ Misnumbering corrected on archiving; the paper was circulated to members after the meeting.

18 CAREERS SERVICE ANNUAL REPORT 2012-13

Received:

the Careers Service Annual Report (13-341).

19 COUNSELLING SERVICE ANNUAL REPORT 2012-13

Received:

from the Head of Counselling the Counselling Service Annual Report (13-342).

20 STUDENT DEATH PROCEDURE

Received:

from the Director of Student Services the Student Death Procedure (13-346).

21 MISSING PERSON NOTIFICATION POLICY

Received:

from the Director of Student Services the Missing Person Notification Policy (13-347).

22 LEARNING, TEACHING AND ASSESSMENT STRATEGY 2012-16 ACTION PLAN

Received:

from the Pro-Warden (Students and Learning Development) the Learning, Teaching and Assessment Strategy 2012-16 Action Plan (13-348).

23 SUPPLEMENTARY POSTGRADUATE ANNUAL MONITORING REVIEW REPORT 2011-12

Received:

from the Quality Administrator the Supplementary Postgraduate Annual Monitoring Review Report 2011-12 (13-349).

24 PORTFOLIO HEALTH CHECK

Received:

a paper from the Head of Strategic Planning on the on-going strategic review of the College's portfolio (13-327).

25 ASSESSMENT FEEDBACK TURNAROUND TIME 2012-13

Received:

a report from the Pro-Warden (Students and Learning Development) on

assessment feedback turnaround times in 2012-13 (13-438).

26 SUPPLEMENTARY PROGRAMME MONITORING REPORT

Received:

from the Quality Administrator the Supplementary Programme Monitoring Report (13-439).

27 PERIODIC PROGRAMME/DEPARTMENTAL REVIEW FINAL FOLLOW-UP REPORTS

Received:

the final follow-up reports on action taken in response to the recommendations of the Periodic Programme/Departmental Reviews from the following departments:

History (13-427)

Media and Communications - postgraduate programmes (13-417)

Media and Communications - undergraduate programmes (13-418)

28 REPORT OF THE PERIODIC PROGRAMME REVIEW OF THE POSTGRADUATE DIPLOMA MANAGEMENT OF LEARNING AND TEACHING IN HIGHER EDUCATION IN GOLDSMITHS LEARNING ENHANCEMENT UNIT AND THE INITIAL PROGRAMME RESPONSE

Received:

the final PPR Review report and programme response thus far (13-428).

29 PROMOTIONS OF ACADEMIC STAFF

Received:

a summary of Academic Staff Promotions from 1 September 2013 from the Human Resources Manager (13-461).

30 REPORT FROM HONORARY DEGREES AND FELLOWSHIPS COMMITTEE

Noted:

Honorary Degrees and Fellowships approved by Council, awarded at September and December 2013 ceremonies (13-483).

31 OTHER MATTERS FOR REPORT

Noted:

other matters for report (13-484), including Visiting Researchers and Fellows and minutes from the following committees:

Academic Development Committee, 10 October 2013 (13-485)
Equality and Diversity Committee, 9 October 2013 (13-486)
Learning, Teaching and Quality Committee, 16 October 2013 (13-487)
Learning, Teaching and Quality Committee, 20 November 2013 (13-488)

32 ANY OTHER BUSINESS

Noted:

- (i) that Simon O’Sullivan from Visual Cultures is retiring from the Board.
- (ii) that staff raised concern regarding recent student protests in the sector and the heavy approach taken by some institutions, and that Goldsmiths was proud that its community had behaved appropriately and honourably throughout with clear channels of communication open.

33 FUTURE MEETINGS

Noted:

the following dates of Board meetings in the current academic year:

Wednesday 26 March 2014 (2.00pm)
Wednesday 11 June 2014 (2.00pm)

CONFIDENTIAL BUSINESS

34 NATIONAL STUDENT SURVEY 2013

Received:

a paper on the College’s results in the 2013 National Student Survey (13-353, DD1) and an analysis of the qualitative comments made by students (13-354, DD2).

Exemption 41 of the FOI Act (Information provided in confidence) applies to the paper (due to inclusion of comparative data from other universities)

Noted:

- (i) that overall student satisfaction levels looked positive, although some variability at department and programme level was notable;
- (ii) that academic and professional service staff continue to work together and with students to improve the student experience at Goldsmiths.

CT
Dec 2013