

**GOLDSMITHS
University of London**

ACADEMIC BOARD

ACADEMIC DEVELOPMENT COMMITTEE

Minutes of the meeting held on 10 October 2013

Present: Professor Jane Powell (in the Chair), Professor Adam Dinham, Dr Marco Gillies, Dr Karina Linnell, Dr Derval Tubridy, Miss Susan Dixon, Mr James Ohene-Djan, Mr Soren Goard, Mr Robert Howard, Mr Kieron Broadhead

In attendance: Mr Chris Lloyd (Secretary), Mrs Cathryn Thompson

Apologies: Dr Liz Moor, Dr Jennifer Gabrys, Mr Nick Crowe, Mr Geraint Fox, Mr Conrad Grant, Mr John Ginman

OPEN BUSINESS

1 NEW MEMBERS

Noted:

- (i) a welcome to the Committee for new members;
- (ii) that membership of the committee had been adapted to fit the new structure of the College, which included the grouping of academic departments into three 'schools', each supported by a newly appointed Associate Pro-Warden (APW) with a focus on learning and teaching; these three APWs are now members of both ADC and LQTC, with a view to enhancing connectivity of these two committees with each other and with each individual school and academic department.
- (iii) that an additional Pro-Warden (Roger Burrows) had been appointed, with a remit of developing interdisciplinarity; whilst not a formal member of this committee he would be invited to attend meetings at which the development of interdisciplinary programmes would be on the agenda.

2 ANNOUNCEMENTS

Noted:

- (i) that the College had been successful in two funding bids for AHRC Doctoral Training Centres (DTCs): the Block Grant Partnership [CHASE consortium], and the Star consortium for doctoral training in Design.
- (ii) that the 1994 Group had been undergoing review, with a re-launch envisaged in the second half of October;
- (iii) that the University of London International Academy (UoLIA), which enables UoL Colleges to offer distance learning programmes, had recently had a change in leadership

and ethos which may open up new opportunities for Goldsmiths' development of its programmes.

3 MINUTES

Resolved:

To approve the Minutes of the meeting held on 2 May 2013

4 MATTERS ARISING FROM THE MINUTES

Noted:

- (i) that the working group on postgraduate bursaries had postponed its next meeting until early November, pending a report from the 1994 Group on PG funding and a data-gathering exercise on the choices made by recent graduates regarding PG study;
- (ii) that the MMus Popular Music had yet to proceed to PSSC but would be considered by PSSC either at its Autumn meeting or in the Spring;
- (iii) that the MA Understanding Domestic Violence and Sexual Abuse had yet to proceed to PSSC but would be considered in the Spring;
- (iv) that the MSc Data Science had yet to proceed to PSSC but would be considered by PSSC either at its Autumn meeting or in the Spring;
- (v) that following the recommendation of the Committee to give strategic approval to the MSc Data Science, the departments of Computing and Sociology had discussed potential collaboration and would submit an elaborated concept paper to the next meeting;
- (vi) that the MA Human Rights, Globalisation and Justice had yet to proceed to PSSC but would be considered in the Spring;
- (vii) that the MA World Theatres Business Case would be considered at the second Autumn term meeting of ADC;
- (viii) that the idea of a working group on distance learning had been well received by LTQC and that Simon Kear [GLEU] had volunteered himself as a member;
- (ix) that the Erasmus Charter application had been submitted on time but that no response was expected until November;
- (x) that Nordoff Robbins had recently confirmed its intention to proceed with the proposed collaborative partnership with Goldsmiths; this would take the form of a "validation plus" arrangement incorporating opportunities to develop collaborative research.

Resolved:

- (i) that a working group would be set up and led by the Deputy Warden to evaluate potential mechanisms for developing our distance learning provision; the existing proposal from Psychology to offer its MSc in Psychology, Genetics and Education on an on-line /

distance basis would be considered as a strong candidate for piloting new modes of delivery.

- (ii) that the Dean of the Graduate School would establish and lead a working group to review and make recommendations concerning structure, content, and potential harmonisation of Goldsmiths' various Masters of Research (M Res) programmes.

5 STANDING ORDERS

Received:

the revised standing orders for all College committees approved by Council with effect from 1 September 2013, together with an explanatory note from the Secretariat on the changes made (13-300).

6 CONFLICTS OF INTEREST POLICY

Received:

the Conflicts of Interest Policy (13-301).

7 TERMS OF REFERENCE, COMPOSITION AND MEMBERSHIP

Received:

a statement of the terms of reference, composition and membership of the Committee for 2013-14 (13-324).

8 DRAFT COMMITTEE ANNUAL REPORT TO COUNCIL 2012/13

Approved:

the Committee's 2012/13 Annual Report (13-325).

9 LATEST ENROLMENT AND RECRUITMENT INFORMATION, GOVERNMENT STUDENT NUMBER POLICIES AND PLANNING FOR 2013/14

Received:

- (i) an oral update from the Head of Strategic Planning on recruitment and student numbers
- (ii) a paper from the Head of Strategic Planning regarding the 2013/14 Planning Round and details of specific changes to HE funding arrangements for 2013/14 (13-326).

Noted:

- (i) that with one day of recruitment activity remaining before the census date, Goldsmiths had enrolled 1078 'core' UG students against a student number control (SNC) of 1056; this had been within HEFCE's 103% tolerance band;

- (ii) that HEFCE had indicated its intention to withdraw places from institutions that had under-recruited against their SNC but would also be fining those institutions which had over-recruited;
- (iii) that Goldsmiths had additionally recruited 486 “off-quota” or “margin” students, which had been better than anticipated; this, however, still accounts for only c. 30% of our cohort, markedly below the rate of 60% or higher for other 1994 Group members;
- (iv) that for 2014-15 Goldsmiths would be seeking to recruit at least 50% of its UG students from the off-quota population.
- (v) that ADC would play a pivotal role in helping to achieve this target through encouraging and facilitating enhancements to our portfolio of BA/BSc programmes such that they are increasingly attractive to high-achieving candidates; other initiatives to support this strategy include marketing our programmes to schools outside the traditional London region, with a particular emphasis next year on those in the North West of England;
- (vi) that the 2014-15 SNC was projected to be set at a lower level than that in 2013-14 as it would be strongly influenced by the figures for 2012-13 when there were fewer off-quota enrolments than in the previous cycle;
- (vii) that HEFCE had not significantly changed the list of qualifications and grades that are exempt from the SNC other than to add new combinations(e.g. 2 A-Levels and a BTEC National Award); EU qualifications which universities typically consider equivalent to high A' level grades remain excluded;
- (viii) that following a recent visit from HEFCE, Goldsmiths anticipates - and would be planning for - a change in its SNC for 2015-16 or the following year; it has been suggested that the new SNC allocation may be based on an institution's total home/EU UG numbers (i.e. core *plus* off-quota), a prospect which increases the importance of maximising off-quota recruitment in forthcoming recruitment cycles;
- (ix) that Home/EU postgraduate taught enrolments were presently at 80% of target, reflecting the sector-wide challenge in this area;
- (x) that Goldsmiths had done particularly well in international recruitment, exceeding targets at both UG and PGT levels.

10 PORTFOLIO HEALTH CHECK

Received:

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

Noted:

- (i) that the quantitative measures detailed in the 'Health Check' model were designed to complement qualitative information provided by the academic departments offering the programmes;
- (ii) that should a programme be identified by the 'Health Check' as at risk of non-viability in terms of a cost-benefits analysis, then consideration should routinely be given to whether/how it might be connected with other existing programmes to enhance its robustness, enrich curricula, and increase not only the market but the pedagogical experience for students;
- (iii) that during this summer, PG programmes with a small number of projected enrolments had been evaluated against the 'Health Check' indicators with a view to informing decisions on their viability and potential suspension or withdrawal;
- (iv) that student retention statistics might usefully be incorporated within the Health Check indicators, referring as appropriate to data gathered in the context of the annual programme reviews (APRs) considered by LTQC

11 PORTFOLIO DEVELOPMENTS SUMMARY**Received:**

a paper from the Head of Strategic Planning summarising recent additions to the academic portfolio and ideas currently under consideration or in development (13-328)

Resolved / Action:

that for future meetings Chris Lloyd would add to the summary paper a column clarifying which stage each new programme had reached in the development process.

12 NEW PROGRAMME BUSINESS CASES**Received:**

a business case for BA Anthropology and Visual Anthropology (13-329)

Noted:

- (i) that the Concept Paper had been approved by Chair's Action
- (ii) that the programme would fit neatly with the Department's strategy and the specialisms of its staff.

Recommended:

- (i) that SMT strategically approve the programme subject to the following conditions:
 - 1. that the title of the programme be reviewed with a view to making it less repetitive and/or to make more prominent its emphasis on the development of specific skills

and techniques – suggestions included BA Anthropology and Visual Practice or simply BA Visual Anthropology;

2. that any growth in student numbers should be off quota, meaning that any core students recruited to the new programme should come from the Department's existing quota;
- (ii) that the vocationally relevant aspects of the programme be accentuated in its promotional material.

13 NEW PROGRAMME CONCEPT PAPERS

Received:

concept papers for:

- (i) MA Children's Literature, from Educational Studies (13-331).
- (ii) BSc Computing and Chinese, from Computing (13-332).

MA Children's Literature

Noted:

that the Department should consider possible links and synergies between the proposed curriculum and related expertise in other departments - for instance in relation to illustration.

Resolved:

to approve the concept paper, and to fast-track the Business Case for SMT by Chair's action.

BSc Computing and Chinese

Noted:

- (i) that the programme would follow the model already approved for the BA International Studies and Chinese; and that future programmes might follow the same model, i.e. linking Chinese with other subject areas;
- (ii) that students successfully completing the programme would become eligible to apply for financial awards from the Chinese Government to study at PG level in China;
- (iii) that in the interests of maximising retention of students enrolling on such programmes, it would be desirable to explore ways of ensuring that applicants have the necessary aptitude for learning the language;

Resolved:

To approve for the proposal to proceed to the Business Case stage.

14 REVIEW OF THE NEW PROGRAMME APPROVAL PROCESS

Received:

a paper from the Planning Manager detailing the review of the pilot Programme Approval Process (13-333).

Noted:

- (i) a need to review processes for gathering market intelligence;
- (ii) that the 'employability' benefits of each new programme should be considered as part of both the approval process and the business case, with explicit justification given for a decision not to include employability-related activities/opportunities

Resolved:

that the Chair would ask the Director of Students, Alumni and Library Services [Claire McLean] to lead a working group on the provision of market intelligence in relation to proposed new programmes, with a view to reporting to the Spring meeting of the Committee;

15 ROSE BRUFORD PARTNERSHIP

Noted:

that following a formal meeting between senior representatives of Goldsmiths and Rose Bruford, the existing formal collaborative provision arrangement for doctoral supervision had been terminated in favour of a more informal relationship which it was agreed would be more conducive to the development of effective co-supervisions and to capacity building for RB.

16 DATES OF NEXT MEETINGS

Noted:

- (i) that future meetings would be held on the following dates:

Wednesday 19th February, 2pm

Thursday 6th March, 10am

Thursday 15th May, 2pm

- (ii) that the second Autumn Term meeting would be rescheduled from 7 November with a date to be sought in early December

Chris Lloyd
Planning Manager
October 2013