

**GOLDSMITHS
University of London**

ACADEMIC BOARD

**ACADEMIC DEVELOPMENT COMMITTEE
19 February 2014**

Minutes of the meeting held on 19 February 2014

Present: Professor Jane Powell (in the Chair), Dr Karina Linnell, Dr Derval Tubridy, Ms Susan Dixon, Mr Robert Howard, Mr Kieron Broadhead, Mr John Ginman, Dr Marco Gillies, Mr James Ohene-Djan,

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

Apologies: Mr Nick Crowe, Professor Adam Dinham, Mr Soren Goard, Dr Liz Moor, Mr Conrad Grant, Dr Jennifer Gabrys

OPEN BUSINESS

1 MINUTES

Resolved:

To approve the Minutes of the meeting held on 13 December 2013

2 MATTERS ARISING FROM THE MINUTES

Received:

an updated list of actions (14-20)

Noted:

- (i) with a Committee Review on the horizon, and in light of the many academic and professional services organisational/structural changes this year, it was an opportune time to review the particular roles ADC could most valuably play in relation to differing types/phases of programme development - in particular to clarify how and when its input could best inform and shape individual programmes and portfolios, and how it related to other executive and operational fora such as SMT, planning meetings, and the Projects Office;
- (ii) that the working group on distance learning had been established and would meet for the first time on 10th March;
- (iii) that the working group to consider Masters of Research had been established with academic members from across the College, and would report back to ADC with its findings and recommendations once it had concluded;
- (v) that a working group on market intelligence had been convened by the Director of Student, Alumni and Library Services and would report back to ADC in the summer term.

3 UPDATE FROM THE DEPUTY WARDEN

The Deputy Warden informed the Committee that the ProWardens would be leading parallel development of several sub-strategies that support Goldsmiths' Strategic Plan; these would include the Research and Enterprise Strategy, the Student Experience and Engagement Strategy, and two new strategies for (a) Academic Development and (b) Internationalisation. The Academic Development Strategy, on which members' input would be sought, should help to frame ADC's evaluations of new programme proposals, and also focus investment of resources.

4 PORTFOLIO DEVELOPMENTS SUMMARY

Received:

a paper from the Planning Manager summarising recent portfolio developments (14-21)

Resolved:

that, while all members were expected to continue the current practice of reviewing every concept paper and business case, the discussion of each will from now on be opened by a designated member of the Committee. At the March meeting these will be allocated as follows:

MA of the Body – Sue Dixon
MSc Psychology of Social Research – James Ohene-Djan
MA World Theatres – Derval Tubridy
MSc Forensic Psychology – Bob Howard
MA Computer Games and Technology – Kieron Broadhead
BA Computing and Chinese – John Ginman
BA Architecture – Jane Powell

5 PORTFOLIO HEALTH CHECK

Received:

a paper from the Planning Office on the ongoing review of the College's portfolio (14-22)

Noted:

- (i) that newly launched programmes are all subject to review after the second year of recruitment; these programmes would normally be permitted to recruit for a second year to give a fair test of their viability and would not routinely be included in the annual 'healthcheck' which applies to all other programmes;
- (ii) that the criterion-based healthcheck was designed to alert ADC to programmes which required a more detailed review, rather than to lead to simple decisions;
- (iii) that ADC's initial discussion of programmes which fail some of these criteria might identify significant mitigating factors or issues which require elucidation before any recommendation is made to SMT concerning their possible withdrawal; in such cases the Planning Office would seek any more granular quantitative and qualitative data requested by ADC to inform decision-making.

Resolved:

- (i) that programmes requiring further review would be considered at the Summer Meeting, and that this would lead to the production for SMT of a list of any programmes to be considered for withdrawal;
- (ii) that to facilitate reading of future versions of the portfolio healthcheck summary, programmes would be ordered by status (red = 'at risk'; yellow = 'to be monitored'; green = 'no immediate cause for concern'); where a number of programmes are in effect pathways within a broader 'suite', they would be grouped together and categorised collectively;
- (iii) that the timing of the portfolio healthcheck would be adjusted to ensure that programmes at risk of recruiting insufficient numbers to be viable were identified sufficiently early for the causes to be properly investigated and relevant actions taken; this would include presentation of preliminary information at the Committee's second Autumn meeting so that vulnerable programmes were identified for further monitoring/data gathering and then reviewed during the Spring and Summer terms as appropriate;

6 ERASMUS

Received:

a paper on Erasmus provision (14-23)

Noted:

- (i) that historically Goldsmiths had focused its efforts on student and staff exchanges but that the new *Erasmus+* programme included additional opportunities, in particular the establishment of strategic partnerships with other European universities and organisations;
- (ii) that there would be annual opportunities to apply to the Erasmus+ programme until 2020;
- (iii) that Goldsmiths had set itself an annual target of 100 student exchanges and 50 staff exchanges;
- (iv) that the Department of Psychology were in the process of developing a proposal for a Joint Masters programme with existing research partners;
- (v) that while the Committee welcomed the opportunities offered by Erasmus+ and was pleased to hear of the enthusiastic response from across departments, it also noted the importance of identifying and addressing potential risks in relation to quality assurance and collaborative provision.

7 RECRUITMENT ISSUES AND AN ACADEMIC DEVELOPMENT STRATEGY

Received:

an update on recruitment from the Recruitment Teams (14-24)

Noted:

- (i) that the current recruitment position was positive, with increased applications across all programme levels and a rate of Home/EU undergraduate applications which had returned to the high level of 2011;
- (ii) that Goldsmiths' Student Number Control allocation for 2014/15 had been set at 1100 with a top limit of 1192;
- (iii) that as European qualifications were not exempt from the Student Number Control we were currently limited in the number of places we could offer to these students, but that our expanded core allocation would allow for increased recruitment of high quality European students without diminishing our average tariff scores;
- (iv) that the combination of an increased Student Number Control and increased demand from applicants puts Goldsmiths in a position to consider growth, highlighting the need for an Academic Development Strategy to identify desirable characteristics of Goldsmiths' programmes so that these can guide and shape the development of our portfolio;

Resolved:

- (i) that the Recruitment Teams would undertake some analysis of our postgraduate provision with a view to clarifying whether those which are most successful have particular characteristics which could be introduced or enhanced in existing but less well-recruiting programmes, and/or made a focus of attention in the development of new ones;
- (ii) that members would consider themes and principles to explore as part of an Academic Development Strategy in preparation for a discussion at the Summer meeting.

8 CHANGES TO PROGRAMME TITLES

Received:

a paper from the Planning Office regarding the process for approving a change to a programme's title (14-25)

Noted:

That a departmentally-instigated change to the title of *MA World Cities and Urban Life* to *MA Cities and Society* had been approved by Chair's Action.

Resolved:

that members would email any comments about the proposed process to the Secretary, and that a paper updated in light of these would be reconsidered at the next meeting.

9 LASALLE NEW PROGRAMMES APPROVAL PROCESS

Received:

a paper from the Collaborative Provision Manager setting out the approval process for new programmes at LASALLE College of the Arts in Singapore (14-26)

Resolved:

that as there was limited time to consider this item there would be opportunity to discuss it further at the next meeting should any members wish to do so

10 NEW PROGRAMME BUSINESS CASES

Received:

a business case for PG Certificate in Museums & Galleries Entrepreneurship (14-38)

Resolved:

that there was insufficient information within the paper for ADC to understand or engage in meaningful discussion of the proposal and it would therefore be reconsidered at the next meeting subject to clarification of the substantive issues.

11 DATES OF NEXT MEETINGS

Noted:

that future meetings would be held on the following dates:

Thursday 6th March, 10am

Thursday 15th May, 2pm

Chris Lloyd
Planning Manager
February 2014