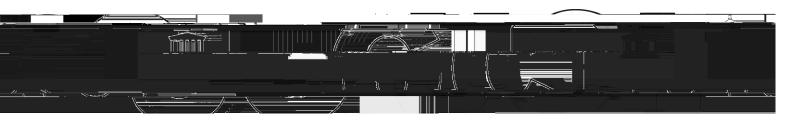**LONDON'S GLOBAL UNIVERSITY**

ACADEMIC COMMITTEE

Thursday 12 March 2015

MINUTES

PRESENT:
Provost and President (Chair)

Ms Wendy Appleby; Mr David Ashton; Dr Paul Ayris; Dr Simon Banks; Professor David Bogle;

UUK	Universities UK

22   CONSTITUTION AND MEMBERSHIP 2014-15

Noted:

22.1   The following members have joined the Committee since its last meeting:

Dr Simon Banks, Faculty Tutor (Engineering);

Mr Mike Rowson, Faculty Tutor (Population Health Sciences)

22.2   The Provost formally welcomed the new members to Academic Committee and the invited members; Faculty Vice-Deans; Pro Vice-Provosts (International) and colleagues with International responsibilities. The Provost also invited AC to thank Dr Marco Federighi and Professor Christine Kinnon who now stand down from the committee.

23   MINUTES OF THE MEETING OF 18 DECEMBER 2014

Confirmed:

23.1   The Minutes of the meeting of AC held on 18 December 2014 *[AC 3(a) 7 0 3()AMCD 1T EMC (a)rrt()4β(*

Professor Caddick's departure and the new post holder arriving, Professor David Price will also act as Vice Provost (Enterprise).

25B   **UCL Australia**

25B.1   The Provost reported that discussions have been initiated to explore the future of UCL's activities in Australia. Funding agreements with the partners were due to end in 2017 and therefore it is necessary to review our activities and nature of our ongoing presence and partnerships in Australia. Consultations were underway with stakeholders.

25B.2   AC would be kept updated on the progress on consultations and discussions with UCL Australia.

25C

26.6   Members particularly emphasised support for the focus in the draft strategy on growing UCL's global profile and reputation. The Vice-Provost explained that this was critical and that a number of initiatives would be required to ensure that UCL's global reputation reflected the impact and quality of our staff, students, research and graduates. In particular it would be important to continue to support and grow UCL's commitment to and capacity for global research collaborations. It was noted that provision of support and resources for staff would be necessary to ensure that staff were supported to grow international research links and to deliver high quality outputs.

27   QAA HIGHER EDUCATION REVIEW

Received:

27.1   At <u>AC 3 - 2 (14-15)</u> a report from the Director of Academic Services, Derfel Owen.

Reported:

27.2   The Director of Academic Services reported that the UCL HER is scheduled to take place during the week beginning 9 May 2016. UCL will submit an evidence base in the form of a Self-Evaluation Document in February 2016, UCLU also has an opportunity to produce a student submission to accompany the University's SED.

27.3   The review team will likely be composed of 5 or 6 members who will evaluate the evidence

28.2 The Chair of JSSC reported that the issues highlighted by students were common to those raised in national surveys such as the NSS and the Student Barometer. The three key areas highlighted were estates and quality of study space; timetabling and assessment and feedback.

28.3 Areas of good practice in teaching were also emphasised where majority of students reported excellence in teaching. An example of this from the Bartlett school where the students had recognised an increased improvement in their learning environments which, was a result of knowledge transfer sessions that staff had organised called 'learning lunches'. There was concern from JSSC that good practice needed to be disseminated through some medium, for instance, by a dedicated webpage for staff and students to benefit from.

Discussion:

28.4 The Provost highlighted that a major programme has been approved by Council to upgrade and develop UCL's estate, a primary focus of this is teaching facilities and study space; over a period of 10 years, over £1.2 billion has been committed to complete this work. While this work is ongoing, it is important for UCL to communicate and build awareness of the plans and to emphasise that this is happening in direct response to student and staff feedback.

28.5 The Registrar reported that processes for developing exam and teaching timetables have been reviewed in response to feedback from students. Colleagues in SRS would be working with the Estates Directorate to ensure that the data used to create timetables is more reliable and takes account of pressures on students such as distance between lecture theatres and compressed teaching and examination periods.

28.6 The Director of Library Services commented on access to resources as noted in the report. Growth in student numbers coupled with changes to student and staff needs and expectations for accessing resources mean that library space and access to hard copy books and journals is under pressure. The Library is working with staff across UCL to promote greater use of digital resources while also complying with copyright laws. In particular, it is important for staff and students to engage more actively with software available to produce digital reading lists.

Action: SMT and Deans to urge HoDs to focus on creating digital libraries for Education and Teaching.

28.7 In response to questions about sharing and promoting good practice, the Director of CALT alerted colleagues to CALT's Arena programme where events and resources are openly available to staff and students to assist in wider engagement and exchange of information, such as, examples of marking criterion for assessment. A particular focus of the programme is improving the clarity of marking criteria and addressing student concerns about feedback on assessment.

29 NEW QUALIFICATION

Approved:

29.1 At AC 3 - 4 (14-15), a proposal for a new HE qualification of Doctorate of Public Administration, approved by PMASG, EdCOM, and RDC.

30 REVIEW OF UCL'S ACADEMIC REGULATIONS, QUALITY ASSURANCE FRAMEWORKS AND PROCESSES

Received:

30.1   At <u>AC 3 - 5 (14-15),</u> a paper outlining a comprehensive programme of changes to UCL's Regulations, as submitted and approved by EdCOM and would be discussed at RDC, introduced by the Director of Academic Services, Mr Derfel Owen.

31   LIBRARY COMMITTEE – ANNUAL REPORT FOR SESSION 2013-14

Received:

31.1   At <u>AC 3 - 6 (14-15)</u>, the annual report from Library Committee for session 2013-14, introduced by the Chair of Library Committee, Professor David Price.

32   REPORTS OF SUB-COMMITTEES, WORKING GROUPS ETC OF ACADEMIC COMMITTEE

Noted:

32.1   Since the last meeting of AC, the AC officers have received on behalf of AC the Minutes of the following:

Education Committee - 7 October and 2 December 2014;
Quality Management and Enhancement Committee – 4 November 2014;

33   DATE OF NEXT MEETING

Noted

33.1   The next meeting will be on **Thursday 7 May 2015** at **9.00am** in **Wilkins Haldane Room.**
[Deadline to submit reports/papers: Wednesday 23 April 2015 by 12 noon].

DERFEL OWEN
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26 March 2015