The twenty-sixth meeting of the University of London Worldwide Academic Committee (Confirmed)

Friday 19 October 2018

MINUTES

PRESENT:
Dr M Stiasny (Pro Vice-Chancellor and Chief Executive, UoL Worldwide; Chair, Academic Committee)
Prof R Anderson (Chair, EMFSS Board of Examiners, LSE)
Mr S Brenton (Director of Educational Innovation and Development, UoLW)
Dr J Clark (Chair, Quality, Learning & Teaching Committee) [until 31 December 2018]
Prof M Cook (Independent External Consultant)
Prof D Gilbert (Vice Principal (Quality and Standards), Royal Holloway, University of London)
Prof E Hill (Deputy Warden (Learning, Teaching & Enhancement), Goldsmiths, University of London)
Prof K Ibeh (Pro-Vice-Master (Internationalisation), Birkbeck, University of London)
Prof R Jackman (Interim Academic Director, University of London Programmes at LSE)
Mr S Jarvis (Chair, Inclusive Practice Panel)
Prof F Macmillan (Dean, Undergraduate Laws, Birkbeck)
Prof W Morrison (Professor of Law, Queen Mary University of London)
Prof N Pachler (Pro-Director: Teaching Quality and Learning Innovation, UCL Institute of Education)
Prof C Rust (Emeritus Professor of Higher Education, Oxford Brookes University)
Mr J Saddington (Student Member)
Ms A Stepanek (Student Member)
Dr J Stockdale (Chair, Assessment Offences Committee)
Mr T Wade (Chair, Programmes Board)

IN ATTENDANCE
Mr J Berry (Head of Student Affairs, UoL Worldwide; Secretary, Academic Committee)
Mr A Freud (Academic Services Manager, UoL Worldwide; Assistant Secretary, Academic Committee)
Ms L Roberts (Head of International Foundation Programme, UoL Worldwide)

APOLOGIES
Mr S Askey (Director, Undergraduate Laws Programme, University of London)
Mr J Birkett (Deputy Director of Student & Academic Services, City, University of London)
Prof J Huysmans (Professor of International Politics, QMUL)
Mr J Morgan (Chair, Quality, Learning & Teaching Committee) [from 1 January 2019]
Mr C O'Callaghan (Chair, Teaching Centres Committee)
Ms P Roberts (Director of Student Recruitment and Enrolments, UoL Worldwide)

APOLOGIES FOR ABSENCE

2559.   The apologies for absence are recorded above.

ANNOUNCEMENTS BY THE CHAIR

2560.   The Chair recorded thanks to outgoing members of Academic Committee:
   a. Prof Rosemary Deem (Vice-Principal, Education, RHUL);
   b. Prof Rebecca Lingwood (Vice-Principal, Student Experience, Teaching & Learning, Queen Mary University of London);
   c. Dr Pascal Frantz (Chair, EMFSS Board of Examiners, LSE);
   d. Dr Nigel Poole (Chair, CeDEP Board of Examiners, SOAS);
   e. Professor Jane Broadbent (Chair, Institutions Sub-committee);
   f. Mr John Ginman (Chair, Learning Teaching and Assessment Sub-committee);
   g. Mr Nicholas Deyes (Chair, Systems and Technologies Sub-committee);
   h. Dr Kathy Baker (Chair, Inclusive Practice Panel; Chair, Scholarships, Bursaries and Awards Panel);
   i. Dr Stuart Anderson (Chair, Complaints Resolution Panel);
   j. Mr Niklas Meuer (Student member);
   k. Ms Mariann Hafredal (Student member).

2561.   The Chair welcomed the following new members to Academic Committee:
   a. Mr James Birkett (Deputy Director of Student & Academic Services, City, University of London);
   b. Prof Jef Huysmans (Professor of International Politics, QMUL);
   c. Prof Ronald Anderson (Chair, EMFSS Board of Examiners, LSE);
   d. Dr Alberto Asquer (Chair, CeFiMS Board of Examiners, SOAS);
   e. Mr John Saddington (UG student member, LLB);
   f. Ms Ashley Stepanek (PG student member, MA Education);
   g. Mr Simon Jarvis (Chair, Inclusive Practice Panel);
   h. Mr Jonathan Morgan (Chair, Quality, Learning & Teaching Committee) [from Jan 2019];
   i. Mr Andrew Freud (Academic Services Manager, UoL Worldwide; Assistant Secretary, Academic Committee).

Noted

2562.   That during the 2018 summer examination session, there were 100,782 examinations sat by 30,679 students, resulting in 6,594 awards:
   - 618 firsts or distinctions;
   - 4,375 upper seconds, merits, lower seconds, credits;
   - 1,601 thirds or passes.

   That these figures do not reflect October examinations for the Undergraduate Laws programme, or remaining assessments and awards for 2018 calendar year programmes. A full list of awards made during the 2017-18 academic year, and 2018 calendar year, will be reported to the March 2019 meeting of Academic Committee.

2563.   That a record number of Undergraduate Laws firsts were awarded in 2018, with an excellent performance by students noted in Pakistan, especially by women, apt given this was the year of the UoL 'Leading Women' campaign.

2564.   That in line with the Operating and Strategic Plans, teams within the University of London Worldwide have continued to scope and work on a number of new programme developments and redevelopments. This includes programmes which have been proposed directly from Member Institutions as well as potential programmes proposed by University of London Worldwide. Programmes launched in 2018 include:
   - MA Human Rights (SAS) – launched in February 2018;
   - PGCert in Learning and Teaching in Higher Education (UoL/Centre for Distance Education) – launched in April 2018;
   - International Foundation Programme redevelopment (UoL) – launched in October 2018;
   - Sustainable Development suite redevelopment (SOAS) – launched in October 2018.

   Programmes currently under development:
   - Professional Graduate Certificate in Education (Teacher Development) (UCL Institute of Education) – launching January 2019;

- BSc Computer Science (Goldsmiths and Coursera) – launching April 2019;
- MSc Supply Chain Management and Global Logistics (City) – launching April 2019;
- PGCert International Sports Management and Innovation (partnership with World Academy of Sport) – launching in September 2019;
- MSc Data Science (Goldsmiths) - launching October 2019.

Potential programme developments include, amongst others:
- Online doctoral programme;
- Marketing programme.

2565. That several current programmes are in the process of re-developing key features, pathways and/or key modules.

2566. That the Global MBA had its largest intake of students (156) to date for the October 2018 session.

2567. That, under its partnership with Coursera, the University has launched 45 MOOCs and registered 1.5 million learners. The University is currently looking at its MOOC Strategy and plans to invite Expressions of Interest from Member Institutions for new MOOC proposals in early 2019.

2568. That the University continues to monitor the number of students who have registered on a MOOC and subsequently registered on a programme within the UoL Worldwide portfolio (so far, over 1,200). The Centre for Distance Education (CDE) is undertaking several projects investigating how MOOCs have been used by the teaching community.

2569. That UoL Worldwide governance is under transitional arrangements. Major changes include:
- Systems and Technologies Sub-committee (STSC), Quality Assurance and Student Lifecycle Sub-committee (QASL), Learning, Teaching and Assessment Sub-committee (LTAS), and International Foundation Programme Board (IFPB) discontinued;
- Quality, Learning and Teaching Committee (QLTC) has picked up the business of QASL and LTAS;
- Teaching Centres Committee replaces the Institutions Sub-committee;
- A new Programmes Board for programmes without academic direction by a Member Institution.

2570. That at the previous Academic Committee meeting, it was reported that meetings in March and May were to be confirmed, pending the outcome of the governance review. Those meetings are now confirmed for 1 March 2019 and 24 May 2019.

TERMS OF REFERENCE, CONSTITUTION AND MEMBERSHIP FOR THE ACADEMIC COMMITTEE AND ITS SUB-COMMITTEES (AC 26/1)

Received

2571. Paper AC 26/1 Terms of Reference, Constitution and Membership for the Academic Committee which were approved by the Chair of the Board of the University of London Worldwide; the updated committee structure for 2018-19; and the Terms of Reference, Constitution and Membership for the Sub-Committees of the Academic Committee.

Noted

2572. That, due to inaccurate descriptions in the Constitution and Membership for the Academic Committee, the following are now listed as:
- Simon Askey, Director of Undergraduate Laws Programme, University of London
- Mike Cook, Independent External Consultant

2573. A member expressed concern that there was a decreased visibility for assessment in the provided Terms of Reference for the sub-committees of the Academic Committee, particularly with reference to the QLTC which had taken on the work of the Learning, Teaching and Assessment sub-committee. Given the significant reduction in satisfaction in assessment identified through the Student Experience Survey, it is important that assessment practices continue to be fully considered through governance.

2574. That reporting lines for the Assessment Quality Panel (AQP) had moved from QASL to QLTC.

2575. That the net aim of the governance review had not been to reduce the number of committees, but to bring about streamlining and reduce duplication, for example, with the merger of QASL and LTAS, and STSC moving under central UoL governance.

Agreed

2576. **That the new Terms of Reference for the Senior Leadership Team be reported to Academic Committee once finalised.**

2577. **That the QLTC Terms of Reference relating to assessment practice be strengthened and approved by Chair's Action on behalf of the Academic Committee.**

2578. **That, subject to completion of the agreed action above, the Terms of Reference, Constitution and Membership for the Sub-Committees of the Academic Committee be approved.**

MINUTES

Received

2579. Minutes of the twenty-fifth meeting of the Academic Committee held on 18 May 2018 (AC 26/2).

Agreed

2580. **That the minutes of the twenty-fifth meeting of the Academic Committee, held on 18 May 2018, be approved.**

MATTERS FOR DISCUSSION

Assessment offences: Exam security and online discussions [Reserved Business]

Received

2581. Papers AC 26/3 'Assessment offences: Exam security and online discussions' was presented to the Academic Committee by the Chair of the Assessment Offences Committee.

Noted

[AC Minutes 2582-2593 are considered exempt from disclosure in accordance with Part II of the Freedom of Information Act 2000.]

Agreed

2594. **That a Working Group on examination security be established to report back to Academic Committee in due course.**

2595. **That Academic Committee endorses amendment of the General Regulations.**

Teaching Centres procedures

Received

2596.   Paper AC 26/4 'Teaching Centres procedures' was received.

Noted

2597.   Members were asked to consider and approve a) the appeals procedure for Recognised Teaching Centres, and b) the procedure for handling student complaints against Recognised Teaching Centres.

2598.   That terminology relating to timeframes should be clear in the procedure. For example, definitions of 'working days' across a week differ in countries depending on the calendar being used.

Agreed

2599.   **That, further to terminology relating to timeframes being reviewed, the Teaching Centres procedures be approved by Chair's Action on behalf of the Academic Committee.**

Guidelines for Examinations

Received

2600.   Paper AC 23/5 'Guidelines for Examinations, 2018-19 (2019)' was presented to the Academic Committee by the Director of Student and Academic Services.

Noted

2601.   That the changes had been mainly cosmetic this year, although it was worth pointing to the duties of the Chair of the Board of Examiners (section 2.1) which are particularly substantial.

2602.   That it may constitute a breach of natural justice principles for representations concerning decisions of the Boards of Examiner (section 6) to be made to the Director of Student and Academic Services.

2603.   That for future editions, a member suggested that consideration could be given to whether the Chair of the Board of Examiners should be both project manager and a referee of standards.

2604.   That for programmes with large volumes, many of duties listed for the Chair of the Board of Examiners may be instead under the responsibility of Chief Examiners and this could be reflected in the role descriptors.

2605.   That, with reference to 4.4.4, guidance on whether students can make recordings of viva examinations should be clarified.

2606.   That, with reference to 4.5.4, clarification should be provided on whose personal data is being referred to, with the suggestion that 'individuals' should be replaced with 'students'.

Agreed

2607.   **That, subject to making amendments relating to sections 4 and 6, the Guidelines for Examinations 2018-19 (2019) be approved by Chair's Action on behalf of the Academic Committee.**

BSc Data Science & Business Analytics programme modification

Received

2608. Paper AC 23/6 'BSc Data Science & Business Analytics programme modification' was presented to the Academic Committee by the Interim Academic Director, University of London Programmes at LSE.

Noted

2609. That the proposal to introduce a new Graduate Entry route for the BSc Data Science & Analytics programme had been endorsed by the International Programmes Board at LSE. When the BSc was launched it was felt there may not be enough credit in a Graduate Entry route of 9 courses (as opposed to 12 in the BSc) to cover both data science and analytics. This was despite most of the other degrees in this suite of programmes having corresponding Graduate Entry routes.

2610. That, on the basis of a high level of demand for a Graduate Entry route for this degree, and after looking more closely at the learning outcomes, it was determined both data science and analytics could be covered over nine courses.

2611. That the International Programmes Board, as well as an external specialist, found the structure of the Graduate Entry route did not require major modification from the BSc and that academic standards would be preserved.

Agreed

2612. **That Academic Committee recommends for approval the Graduate Entry route for the BSc Data Science & Analytics programme to the Board of the University of London Worldwide.**

MSc Data Science specialisms

Received

2613. Paper AC 23/7 'MSc Data Science specialisms' was presented to the Academic Committee by the Chair of the Quality, Learning & Teaching Committee.

Noted

2614. That the Programme team had responded thoroughly to the conditions and recommendations of the Approval Panel, and QLTC had recommended approval to the Academic Committee.

2615. That the panel found there to be sufficiently distinct pathways to either specialist award when considering the core and optional modules making up each award. However, as this is a relatively new and fluid area of study, the subject areas under each specialism should be kept review.

Agreed

2616. **That Academic Committee recommends for approval the MSc Data Science specialisms to the Board of the University of London Worldwide.**

STATUTORY RETURNS

HESA Return

Noted

2617. That HESA released enough detail in May to allow a curriculum design in SITS. The suggested solution was presented to the board in June and agreed. The model chosen is one that is supported by Tribal and, as far as can be seen at this stage, does not pose any major issues.

2618. That, as part of the student data return, there is a requirement to submit data on students' qualifications upon entry. Qualifications data are highly complex because there are so many national systems of qualifications in place. UoL Worldwide has worked with NARIC to ensure a good dataset of worldwide qualifications is held and coded appropriately. This has been built to go beyond what is required to ensure additional ability for internal purposes.

2619. That some business analysis has taken place to look at contact details held on the system for students. This is with the aim of increasing and improving the details held to increase the response rates in surveys such as the NSS and Graduate Outcomes, as well as additional project work to convert greater numbers of offers into registrations. Recommended changes to the system are likely to be implemented by the New Year.

2620. That a job description is currently being worked on to advertise for a full time HESA/statutory returns post.

2621. That a data return requirement for undergraduate UK applications has been identified. This has been added to the HESA project and is currently being worked on, the first data return being August 2019. Data required includes number of applications, offers, registrations, number of awards attained, gender, ethnicity and socioeconomic status. This data can be provided, with the exception of ethnicity and socioeconomic status, and these two items are being scoped.

2622. That the SAS HESA return is currently being worked on. It is the first year that it will be returned using data held on SITS and is therefore more complex than usual. Additional resource for this was sought and approved (10 days from a subject matter expert). The return must be submitted in October 2018 and is on track.

Office for Students (OfS) registration

Noted

2623. That the University of London's Central Academic Bodies worked through the OfS working group to prepare a single UoL submission in May. Useful feedback from OfS has been provided and colleagues are now completing minor developments in the documentation and website to enhance the response. A review of our refunds policy will be undertaken before December 2018.

2624. That the OfS is responsive and has assigned a point of contact to the University of London who is briefed on UoL Worldwide's unique attributes.

Teaching Excellence Framework (TEF) update

Noted

2625. That, following notification from the OfS that the TEF will form part of registration requirements, a TEF steering group will be formed.

SUB COMMITTEES OF THE ACADEMIC COMMITTEE

Institutions sub-committee

Received

2626.   Paper AC 26/8, the confidential minutes of the final meeting of the Institutions Sub-Committee held on 16 May 2018 (ISC 37).

Noted

2627.   The ISC 37 minutes included a number of recommendations and agreed actions. The Academic Committee was invited to note that the Board of the University of London Worldwide, at its meeting on 15 June 2017, approved the following:
- additional programmes for two recognised teaching centres;
- new applications for four teaching centres;
- one recognised teaching centre adding a new campus;
- the Institution Periodic Review report for one recognised teaching centre.

Agreed

2628.   That the minutes, recommendations and agreed actions of the Institutions Sub-Committee (ISC 37) be endorsed.

Teaching Centre Committee

Noted

2629.   That the minutes of the Teaching Centre Committee meeting held on 3 October will be received at Academic Committee 27.

Learning, Teaching & Assessment Sub-Committee

Received

2630.   Paper AC 26/9, the minutes of the final meeting of the Learning, Teaching and Assessment Sub-Committee meeting held on 19 July 2018 (LTAS 32).

2631.   That LTAS 32 considered reports and discussions on a number of topics including:
- Undergraduate Laws stepped marking scheme;
- Assessment Toolkit;
- BSc Computer Science Specialist awards;
- BSc Business Administration redevelopment;
- Embedding diversity and equality in programme design and development.

2632.   That LTAS had endorsed the BSc Computer Science Specialist awards and BSc Business Administration redevelopment, which were later approved by Academic Committee via correspondence (as detailed under 'Matters Arising' later in these minutes).

2633.   That the Inclusive Practice panel had also endorsed the recommendations in the paper on embedding diversity and equality.

Agreed

2634.   That the minutes, recommendations and agreed actions of Learning, Teaching and Assessment Sub-Committee (LTAS 32) be endorsed.

Quality Assurance & Student Lifecycle Sub-Committee

Received

2635. Paper AC 26/10, the minutes of the final meeting of the Quality Assurance & Student Lifecycle Sub-Committee held on 29 June 2018 (QASL 43)

Noted

2636. That QASL 43 considered reports and discussions on a number of topics including:
- Thematic Review on Plagiarism;
- External Examiner Summary Report 2016-17;
- Student Experience Survey;
- Annual Programme Planning and Review meetings;
- Virtual Learning Environments.

That the following Annual Programme Reports (APRs) were considered:
- History 2016-17 – accepted; it was agreed that available funding to develop and enhance the programme should be reviewed;
- Education 2016-17 – accepted;
- Professional Accountancy 2016-17 – accepted;
- CeDEP 2017 – accepted, subject to clarification of status of programmes;
- CeFiMS 2016-17 – accepted.

2637. That the proposed Thematic Review on Plagiarism, with a focus on contract cheating, is currently on hold, pending further advice from the QAA and available resource in the Quality team. It is planned that the matter will now be considered more broadly by the Chair of the Assessment Offences Committee and Head of Student Affairs, in light of renewed visibility of the issue and views from the new Office for Students on universities' responsibility to "demonstrate that they are protecting the reliability and credibility of degree standards".

Agreed

2638. **That the minutes, recommendations and agreed actions of the Quality Assurance and Student Lifecycle Sub-Committee (QASL 43) be endorsed.**

Quality, Learning & Teaching Sub-Committee

Received

2639. Paper AC 26/11, the minutes of the meeting of the Quality, Learning and Teaching Sub-Committee meeting held on 28 September 2018 (QLTC 1)

Noted

2640. That QLTC 1 considered reports and discussions on a number of topics including:
- PPR Policy Review;
- First Destinations Survey 2016-17;
- Changes to Registration Periods;
- Question Paper Processing 2016-17.

2641. The following Programme Approvals was recommended for approval:
- PG Cert International Sports Management and Innovation.

2642. That the following Annual Programme Reports (APRs) were accepted:

- International Management and International Business 2016-17;
- Petroleum Geoscience 2016-17;
- Livestock Health & Production and Veterinary Epidemiology & Public Health 2016-17;
- PG Laws 2016-17.

2643. That the following Periodic Programme Reviews (PPRs) were considered:
- PG Laws 2018 – accepted.

Agreed

2644. **That the minutes, recommendations and agreed actions of the Quality, Learning & Teaching Sub-Committee (QLTC1) be endorsed.**

2645. **That the Postgraduate Certificate in International Sports Management and Innovation was recommended for approval to the Board of the University of London Worldwide.**

Systems & Technologies Sub-Committee

Received

2646. Paper AC 26/12, the minutes of the meeting of the Systems and Technologies Sub-Committee meeting held on 17 September 2018 (STSC 37)

Noted

2647. That STSC 37 considered reports and discussions on a number of topics including:
- Student Retention Project;
- UoL Worldwide IT Roadmap;
- UoL Worldwide ICT Strategy and Roadmap;
- UoL Worldwide Governance;
- Track C.

Agreed

2648. **That the minutes, recommendations and agreed actions of the Systems and Technologies Sub-Committee meeting be endorsed.**

SUBJECT COMMITTEES OF THE ACADEMIC COMMITTEE

Programmes Board

Noted

2649. That the first meeting of the Programmes Board will be held on 8 November 2018. Minutes of that meeting will be received at Academic Committee 27.

Laws Programme Board

Received

2650. Paper AC 26/13, the minutes of the meeting of the Laws Programme Board meeting held on 16 May 2018 (LPB 10).

Noted

2651. That LPB 10 considered reports and discussions on a number of topics including:
- Graduate Diploma in Commercial Law;
- Alternative Dispute Resolution Module;
- Teaching Institutions Recognition Framework.

2652. A member raised the issue of examiners' attendance at the main July Board, as covered in the LPB minutes, and outlined concern that the December Board meeting was less well attended. There was a request for clarification as to the board model that was being followed.

Agreed

2653. **That the minutes, recommendations and agreed actions of Laws Programme Board meeting (LPB 10) be endorsed.**

2654. **That the LPB provide clarification to Academic Committee on the matter of the board model used for July and December meetings.**

International Foundation Programme Board

Received

2655. Paper AC 26/13, the minutes of the final meeting of the International Foundation Programme Board held on 20 June 2018 (IFPB 6)

Noted

2656. That IFPB 6 considered reports and discussions on a number of topics including:
- Programme Director's update;
- Examinations update;
- IFP accounting sheets;
- Status of teaching centres;
- Change of name;
- Update on Level 3 benchmarking.

2657. That the Head of the International Foundation Programme had conversed with LSE with regard to decisions relating to teaching centres where a change in recognition effected either EMFSS or IFP provision, but not both.

Agreed

2658. **That the minutes, recommendations and agreed actions of International Foundation Programme Board meeting (IFPB 6) be endorsed.**

PANELS OF THE ACADEMIC COMMITTEE

Inclusive Practice Panel

Received

2659. Paper AC 26/13, the minutes of the meeting of the Inclusive Practice Panel meeting held on 19 September 2018 (IPP 17).

2660. That IPP 17 considered reports and discussions on a number of topics including:
- Embedding equality and diversity in programme design and development;
- Learning technology update – Blackboard Ally software.

Agreed

2661. **That the minutes, recommendations and agreed actions of Inclusive Practice Panel meeting (IPP17) be endorsed.**

Scholarships, Bursaries and Awards Panel

Received

2662. Paper AC 26/13, the minutes of the Student Scholarships, Bursaries and Awards Panel (SSBA) meetings held on 30 May 2018, 18 June 2018 and 3 September 2018.

2663. That SSBA considered reports and discussions on a number of topics including:
   - Global MBA Scholarships;
   - Sir John Cass's Foundation Distance Learning Scholarship Programme;
   - SIM Scholarship;
   - Vice Chancellor's Circle Scholarship;
   - Refugee and Displaced Scholarship.

2664. That the provision of scholarships had been growing considerably.

2665. That it was too early to measure the overall impact of scholarships, although a huge impact was evident in individual cases.

2666. That the SSBA is considering how to ensure that those granted scholarships do engage with the programme.

Agreed

2667. **That the minutes, recommendations and agreed actions of the Student Scholarships, Bursaries and Awards Panel (SSBA) meetings of 30 May 2018, 18 June 2018 and 3 September 2018 be endorsed.**

MATTERS ARISING

Programmes approved by correspondence

Noted

2668. That Academic Committee recommended the following for approval to the Board of the University of London Worldwide following consideration by correspondence between 25 July and 3 August 2018:
   - BSc Computer Science specialist awards (Goldsmiths);
   - BSc Business Administration – programme redevelopment (RHUL);
   - Restructuring of MSc Sustainable Development programme (CeDEP - SOAS).

Teaching Centre Recognition Framework implementation

Received

2669. Paper AC 26/17 Teaching Centre Recognition Framework implementation was presented to the Academic Committee by the Director of Student and Academic Services.

Assessment Offences: Exam hall security (responds to Action 2254)

Noted

2670. That, following the adoption of a firmer policy position concerning the requirement for students to produce appropriate identification in order to sit examinations (minutes 2532-2533 apply), and revised instructions that were provided to exam centres, no action was required in response to reports submitted during the 2018 summer examination session. A small sub-set of cases concerned students who produced photocopies of ID documents; no further action was taken as University-issued guidance did not stipulate that originals were required. The guidance will be amended in light of this omission ahead of future examination sessions.

Student Experience Survey 2018-19 (responds to Action 2462)

Noted

2671. That, following the release of results for the Student Experience Survey 2018-19 in May 2018, follow-up activity has been taking place both at programme-level and within UoL Worldwide:
   - The majority of Programme teams have published written responses to their student bodies and submitted formal responses to the University, which have started to be addressed through the APPR process;
   - A series of action planning meetings with operational teams at the University of London Worldwide are complete and the Senior Leadership team is considering the outcomes of the exercise. Key thematic areas for improvement have been identified and work is underway to assign actions and develop objectives that will also underpin the next strategic plan. This work is being prioritised to enable the launch of detailed closing the feedback loop activity with all stakeholders before Christmas 2018.

Learning outcomes (responds to item on the Action 2507)

2672. That, further to recommendations made at Academic Committee 25 concerning the drafting of learning outcomes (minutes 2505 and 2507 refer), the following actions were agreed by the Educational Innovation and Development Directorate (EID), the Quality and Enhancement team and the Academic Services team:
   - EID will include more explicit guidance at the initial planning stage for new programmes to reflect the level, scope and mapping of learning outcomes, and the alignment between learning outcomes and assessment activities;
   - Approval panel documentation and/or guidance will be more explicit in what information is required for its consideration;
   - Where programme development is Member Institution-led, documentation will be reviewed in advance and further information requested as necessary for UoL purposes;
   - Exemplars will be provided to programme developers;
   - Additional resource will be made available for stakeholders, with the input of the Programme Director of the PGCert Learning & Teaching, including advice on how to integrate the programme/module learning outcomes and ensure this is evidenced through assessment.

UNIVERSITY OF LONDON GOVERNANCE

Board of the University of London International Worldwide and Collegiate Council

Noted

2673. The Chair provided an update on the relevant matters arising from the meeting of the Board of the University of London International Academy on 14 June 2018 and the Collegiate Council on 6 July 2018 and 28 September 2018.

University of London Worldwide Finance Committee

Noted

2674. That the next meeting of the University of London Worldwide Finance Committee will be held on 5 November 2018.

MATTERS FOR REPORT

Suspension of Regulations 2017-18 [Reserved Business]

Received

2675. Paper AC 26/18, a confidential summary of all Suspension of Programme Regulations for the academic year 2017-18.

List of awards

Received

2676. Paper AC 26/19, a full list of awards offered by the University of London Worldwide for 2018-19.

Overall Annual Report (2016-17)

Noted

2677. That the Overall Annual Report to the Board of University of London Worldwide fulfils the reporting obligation under Ordinance 11 (8.7) as a Central Academic Body, in providing assurance of the maintenance of standards, management of academic quality assurance and enhancement of the student experience. Once approved by the Board at its November meeting, the report will be considered by the Board of Trustees. Members of the Academic Committee will be provided with a copy of the report for information once it is finalised.

CHAIR'S ACTIONS

Noted

2678. That Chair's action was taken:
   - 10.07.2018: to recommend approval of the Professional Graduate Certificate in Education: Teacher Development to the Board of the University of London Worldwide following confirmation that the conditions set by the panel had been fully met;
   - 28.09.2018: to approve the annual UoL Worldwide Quality Enhancement Review (2017-18) for consideration at the University of London Academic Quality Advisory Committee (AC 26/20).

2679. That Chair's Action has been taken since the last meeting to approve the following number of suspensions of regulations for:
   - LSE: 5
   - RVC: 3
   - SOAS: 14

- SAS: 1
- RHUL: 1
- UoL: 1
- LSHTM: 6

Full details of all suspensions of regulations are reported to Academic Committee annually at the first meeting of the academic year (see paper AC 26/18).

ANY OTHER BUSINESS

Dates of forthcoming Academic Committee meetings

Noted

2680. Members were asked to note the dates of forthcoming meetings for 2018-19:
- Friday 1 March 2019
- Friday 24 May 2019