



## ACADEMIC COMMITTEE

Thursday 2 November 2017

### MINUTES

*PRESENT:*

Provost and President (Chair)

Ms Sarah Al-Aride; Dr Tracey Allen; Ms Wendy Appleby; Dr Simon Banks; Professor David Bogle; Dr Melanie Ehren; Professor Dilly Fung; Dr Arne Hofmann; Dr Christine Hoffmann; Ms Aiysha Qureshi; Professor Jane Rendell; Dr Ali Roberts; Dr Ruth Siddall; Professor Anthony Smith; Dr Hazel Smith; Professor Nigel Titchener-Hooker; Professor Andrea Townsend-Nicholson; Dr Andrew Wills

**In attendance:** Ms Anne Marie O'Mullane (Minutes) Mr Derfel Owen (Secretary); Ms Karen Barnard

**Apologies for absence:** Dr Paul Ayriss; Dame Nicola Brewer, Dr Celia Caulcott; Ms Anna Douglas; Professor Piet Eeckhout; Dr Julie Evans; Professor Becky Francis; Professor Mary Fulbrook; Dr Clare Goudy, Professor Graham Hart; Professor David Lomas; Dr Helen Matthews; Mr Duncan Palmer Professor Ivan Parkin; Professor Alan Penn; Dr Hynek Pikhart; Professor David Price; Professor David Shanks; Ms Olga Thomas; Professor Alan Thompson; Professor Gabriella Vigliocco.

*Key to abbreviations:*

AC	Academic Committee
ASER	Annual Student Experience Review
CATE	Collaborative Award for Teaching Excellence
DLHE	Destination of Leavers from Higher Education
EdCom	Education Committee
PGT	Postgraduate Taught
PGR	Postgraduate Research
QRSC	Quality Review Sub-Committee
TEF	Teaching Excellence Framework
UG	Undergraduate

<b>Preliminary business</b>
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**1. ACADEMIC COMMITTEE TERMS OF REFERENCE**

*[PAPER 1-01, 2017-18]*

- 1.1 **Received** – AC's terms of reference, constitution and membership for the session 2016-17 for Council's approval at its November meeting.
- 1.2 The Provost welcomed the following new members to AC:
- Ms Sarah Al-Aride
  - Professor Piet Eeckhout
  - Ms Aiysha Qureshi

**2. ACADEMIC COMMITTEE SUB-COMMITTEES TERMS OF REFERENCE**

*[PAPER 1-02, 2017-18]*

- 2.1 **Approved** – AC's Sub-Committees terms of reference and noted the composition of AC sub-committees.

**3. MINUTES OF 15 JUNE 2017**

- 3.1 **Approved** – the Minutes of the Academic Committee meeting held on 15 June 2017 *[AC Minutes 35-50, 2016-17]*.

**4. MATTERS ARISING FROM THE MINUTES**

- 4.1 There was one item on the agenda arising from the meeting of AC on June 15 2017; Item 8 Annual Student Experience Review – Update.

<b>Matters for discussion</b>
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**5. PROVOST'S BUSINESS**

**5A Student Enrolments and Applications**

- 5A.1 There had been 20,956 new enrolments. For the UG Full-time degree intake enrolment was above target; UK enrolment was down on target, EU enrolment was up on target and overseas was also up on target. Academic Committee also received an update on preliminary data on applications.

**5B Review of university funding and student finance**

- 5B.1 A major review of university funding and student finance had been announced. There were no details as yet on this major review.

## 5C Brexit

- 5C.1 A group was currently discussing the impact of Brexit on the regulation of research activity. The Provost gave examples of the impact of Brexit on fellowship recruitment and a consortium application. The Government had not commented on fees for the 2019 EU student entry. It was important to support relevant staff and students: the Brexit support webpage would be updated to reflect that it was a live resource. Responding to the impact of Brexit on Erasmus and exchange arrangements was a priority.

## 5D Collaborative Award for Teaching Excellence (CATE) Award

- 5D.1 The Integrated Engineering Programme was awarded the Collaborative Award for Teaching Excellence. This was awarded and funded by the Higher Education Academy. The prize was awarded for excellence in educational leadership, innovation in teaching, teamwork and collaboration, dissemination and impact.

## 6. AC ANNUAL REPORT TO ACADEMIC BOARD AND COUNCIL

[PAPER 1-03, 2017-18]

- 6.1 **Received** – an oral update to the paper from Mr Derfel Owen, Director of Academic Services and Secretary to Academic Committee.

### **RESOLVED**

- 6.2 **That the AC Annual Report to Academic Board and Council be approved.**

## 7. PRINCIPAL THEME TWO REPORT: VICE-PROVOST (EDUCATION & STUDENT AFFAIRS) ANNUAL REPORT TO COUNCIL

[PAPER 1-04, 2017-18]

- 7.1 **Received** – an oral introduction to the paper from Professor Anthony Smith, Vice-Provost (Education and Student Affairs).
- 7.2 The TEF had been the dominant theme in 2016-17. UCL was awarded a TEF Silver. The next stage of the TEF would be subject level review; UCL was already ascertaining how to prepare for this phase.
- 7.3 Council had expressed concern with the inconsistency across departments in survey performance as well as with the year-to-year variations in performance. Council had considered the report and had urged the Vice Provost (Education and Student Affairs) to continue to work with Deans and Heads of Department on the culture change across the institution and to hold areas of weaker performance to account.
- 7.4 Mechanism to support this culture change included ASER and ASER Intensive. Of those involved in ASER Intensive departments more than half improved their performance in the NSS.

- 7.5 AC discussed the report. It was suggested that thought needed to be given on how best to support fractional teaching fellows; this included their career development.
- 7.6 The connected curriculum was being approached by disciplines in different ways; the ASER was now an opportunity for ARENA to understand where each department was positioned in relation to the connected curriculum.
- 7.7 A query was raised on whether the KPI was appropriate for the Objective 6 “Develop a teaching estate that is fit for purpose”. The Vice-Provost explained that there was no specific NSS question that related to the teaching estate. The KPI was treated as a proxy.
- 7.8 The estate needed to be flexible so that it could respond to innovative developments in teaching practice in the future. There was also a discussion on the funding processes for digital learning infrastructure investment and the need to use longer time frame for planning and funding.

## **8. ANNUAL STUDENT EXPERIENCE REVIEW – UPDATE**

*[PAPER 1-05, 2017-18]*

- 8.1 **Received** – an oral introduction to the paper from Professor Anthony Smith, Vice-Provost (Education and Student Affairs).

### **RESOLVED**

- 8.2 **That changes recently introduced to the ASER be submitted to EdCom on the recommendation of QSRC.**

## **9. 2017 ANNUAL ASSURANCE RETURN TO HEFCE: QUALITY ASSURANCE**

*[PAPER 1-06, 2017-18]*

- 9.1 **Received** – an oral update to the paper from Mr Derfel Owen, Director of Academic Services and Secretary to Academic Committee.

### **RESOLVED**

- 9.2 **That the 2017 Annual Assurance Return to HEFCE: Quality Assurance be approved.**

## **10. LEAD OFFICER REPORT 2016-17: CAREERS AND EMPLOYABILITY**

*[PAPER 1-07, 2017-18]*

- 10.1 **Received** – an oral introduction to the paper from Ms Karen Barnard, Director UCL Careers.
- 10.2 In May 2017, UCL gained a silver award in the Teaching Excellence Framework (TEF). The assessing panel reported that ‘the provider metrics, supplemented by the submission, indicate that outcomes for students are excellent, and in regards to highly skilled employment or further study, outstanding’.

- 10.3 Destination of Leavers from Higher Education (DLHE) results showed an all-time low in unemployment rates for undergraduates, PGT and PGR students. 91% of graduates entered highly skilled work / study (compared to 93% in the previous year). This had led to a decline in our Russell Group positioning for undergraduates and PGRs. PGTs moved from 15<sup>th</sup> position to 11<sup>th</sup> position. DLHE would be moving to survey of students 15 months from completion of the programme (currently six months) in the future. The difficulties of ‘keeping in touch’ with graduates for this longer period was recognised.
- 10.4 A ‘Careers Registration’ system had been introduced for all taught students. This would enable UCL Careers measure employability learning gain for all students and identify support required for students, especially those from non-traditional backgrounds. An initial analysis of the data showed there was a higher percentage of PGT students than UG students not actively applying for jobs. There was a discussion on how PGT could be supported to enable them be career ready.
- 10.5 In January 2017 there was a “soft launch” of a new student experience and enterprise management software solution TARGETconnect. ‘Careers Essentials On-line’, 6-module e-learning resource would be introduced in Autumn for current students and recent graduates.
- 10.6 Academic Committee considered outcomes of the AGR Development Survey 2017. 49% of recruiters did not believe that graduates had the soft skills for the workplace at the point of hire. It was noted that UCL had a role to play in working with recruiters to ensure that students developed the skills that were best timed to learn at university.

<b>Other Matters for Approval or Information</b>
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#### **11. ACTION TAKEN BY THE CHAIR ON BEHALF OF ACADEMIC COMMITTEE**

*[PAPER 1-08, 2017-18]*

- 11.1 **Received** – a report on the actions taken by the Chair since the last meeting of AC to approve the recommendation from UCL’s Educating Committee for a new UCL qualification, the Master of landscape Architecture (MLA).

#### **12. LEAD OFFICER REPORT 2016-17: STUDENT ACCOMMODATION**

*[PAPER 1-09, 2017-18]*

- 12.1 **Received** – the Lead Officer Report 2016-17: Student Accommodation.

#### **13. ANNUAL REPORT FOR SESSION 2016-17: RESEARCH DEGREES COMMITTEE**

*[PAPER 1-10, 2017-18]*

- 13.1 **Received** – the Research Degrees Committee Annual Report for session 2016-17.

#### **14. REPORTS OF SUBCOMMITTEES, WORKING GROUPS ETC OF ACADEMIC COMMITTEE**

14.1 **Received** - AC Officers received the following sets of minutes since the last meeting of AC:

- Education Committee – 13 June 2017
- Research Degrees Committee – 20 March 2017, 5 June 2017
- Student Experience Committee – 25 May 2017

#### **15. ANY OTHER BUSINESS**

15.1 None.

#### **16. DATES OF NEXT MEETINGS OF ACADEMIC COMMITTEE**

16.1 The dates of upcoming AC meetings are as follows:

- Tuesday 20<sup>th</sup> February 2018, the Haldane Room, Wilkins Main Building
- Thursday 14<sup>th</sup> June 2018, the Haldane Room, Wilkins Main Building
- Thursday 1<sup>st</sup> November 2018, the Haldane Room, Wilkins Main Building.

DERFEL OWEN

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