



ACADEMIC COMMITTEE

14 June 2018

MINUTES

PRESENT:

President & Provost

Dr Tracey Allen; Ms Wendy Appleby; Dr Simon Banks; Professor Piet Eeckhout; Dr Melanie Ehren; Dr Arne Hofmann; Dr Helen Matthews; Professor Alan Penn; Dr Hynek Pikhart; Professor Jane Rendell; Dr Ruth Siddall; Professor Anthony Smith; Ms Olga Thomas; Professor Andrea Townsend-Nicholson; Professor Gabriella Vigliocco; Professor Andrew Wills

In attendance: Mr Derfel Owen (Secretary to Academic Committee); Mr Chris Cook; Dr Clare Goudy; Mr David Lloyd; Ms Bella Malins; Professor Gudrun Moore, Ms Anne Marie O'Mullane (Minutes)

Apologies for absence were received from: Ms Sarah Al-Aride; Dr Paul Ayris; Dr Dame Nicola Brewer; Dr Simon Cane; Dr Celia Caulcott; Professor Mark Emberton; Professor Becky Francis; Professor Hazel Genn; Professor David Lomas; Professor Ivan Parkin; Professor David Price; Ms Aiysha Qureshi; Mr Mark Crawford; Professor Geraint Rees; Professor Alan Thompson; Professor Nigel Titchener-Hooker.

Key to abbreviations

AB	Academic Board
AC	Academic Committee
BEIS	Department for Business, Energy & Industrial Strategy
GEO	Global Engagement Office
GES	Global Engagement Strategy
JACS	Joint Academic Coding System
NSS	National Student Survey
OfS	Office for Students
PGR	Postgraduate Research
PGT	Postgraduate Taught
REF	Research Excellence Framework
TEF	Teaching Excellence and Student Outcomes Framework
UoL	University of London
V&A	Victoria & Albert Museum

Preliminary business

33 MINUTES OF 20 FEBRUARY 2018 MEETING

- 33.1 **Approved** – the Minutes of the AC meeting held on 20 February 2018 [AC Minutes 17-32, 2017-18].

Matters for discussion

34 PROVOST'S BUSINESS

34A UCL East

- 34A.1 The Mayor of London had a launch event for the East Bank. East Bank would include UCL, Sadler's Wells, London College of Fashion (part of University of the Arts London) and the V&A including a partnership with the Smithsonian Institution and would be a new home for the BBC Symphony Orchestra & Chorus and BBC Singer. UCL was proud to be involved in this high quality partnership. It was announced at the launch event that UCL had secured £100 million from the Government towards the capital cost of building its new campus at UCL East. Council had approved permission to initiate the procurement process for Poole Street West at its meeting on 5th June. Here East had been awarded "Building of the Year" at the Architect's Journal 2018 100 Awards.

34B Brexit

- 34B.1 The Director General for BEIS had advised that negotiations were in a good place but that progress could not be made until the issues around mobility and the Northern Ireland border had been resolved.

34C Funding of Higher Education Review

- 34C.1 A review of Post-18 Education and Funding was being undertaken by an independent panel chaired by Philip Augar. The Review was expected to report to the Prime Minister in the autumn. It was unclear whether the report would be publicly available.

34D OfS

- 34D.1 UCL had submitted its application for registration with the OfS as a higher education provider and a decision was expected from OfS in mid-July.

34E TEF

34E.1 Modelling undertaken for potential outcomes for TEF subject level had indicated that a substantial proportion of UCL's provision would receive a Bronze award. This was a critical issue and would be of deep concern to Academic Committee. It would be crucial to address deficiencies over the next two years.

34F UoL Bill

34F.1 The UoL Bill was going through the House of Lords at the moment. UCL's application for University status submitted to the Privy Council was dependent on the UoL being passed into law.

35 PRINCIPAL THEME SIX REPORT: VICE-PROVOST (INTERNATIONAL) ANNUAL REPORT

[PAPER 3-20 (17-18)]

36.1 **Received** – a presentation from Professor Gudrun Moore, Pro-Vice-Provost (International).

36.2 AC's attention was drawn to the data on how global UCL was. It was highlighted that over 36% of UCL's staff were international. The impact of Brexit was already challenging the delivery of the GES and the steps being taken to mitigate this impact were noted.

36.3 UCL's total investment in the GES in 2017/18 was £5.8m and about 47% of that was outside the GEO. Since 2015, the GEO had allocated more than £500k in seed funding. This had supported over 400 UCL academics to partner with organisations and had led to a further £12.3m in external funding. UCL's Summer School continued to grow with 502 approved offers for 2018. An update was provided on the Cities Programme – Rome and Paris had been chosen as the first two cities. The GEO was working on the Global Engagement Communications Strategy and Global Leadership competencies. The GEO was engaging in advocacy with government on encouraging the removal of students from immigration statistics.

36.4 AC welcomed the report and noted that clear progress was being made against the GES Strategy 2015-2020. There was discussion of engagement monitoring and the steps being taken to address feedback from PGR students on communications around engagement monitoring. It was advised that it would be useful for increased advice how to manage out-of-term time engagement monitoring. There had been an impact moving to increased face-to-face meetings on staff workload. However, it was noted that this presented an opportunity to look afresh at the type of academic support provided to PGR and PGT students. The risks around not operating within the home office policy and guidance was noted.

36 TEACHING EXCELLENCE AND STUDENT OUTCOMES FRAMEWORK – UPDATE

- 36.1 **Received** – an oral update from Professor Anthony Smith, Vice-Provost (Education and Student Affairs) and Ms Clare Goudy, Director of Education and Planning.
- 37.2 TEF 3 results had been announced. Five Russell Group universities participated. The University of Liverpool and University of Southampton moved from a Bronze to Silver Award. Durham University and the University of York moved from a Silver to Gold Award. University of Warwick remained at Silver.
- 37.3 UCL was preparing for the next TEF exercise in 2019-20, where the quality of teaching and learning would be at subject level. While UCL was not participating in the pilot for subject-level TEF, it was listening to the feedback from participants who were using two potential models, Model A and Model B. Under Model A, assessment would be at subject level 'by exception'. An initial hypothesis would be generated by HEFCE using the metrics. Fuller assessment would be undertaken for subjects where their initial hypothesis differed from the institution-level rating. Under Model B, assessment would be 'bottom up' whereby each subject was fully assessed to give subject-level ratings. These would feed into the provider-level assessment and rating. Feedback indicated that Model A was proving difficult for assessors and participants.
- 37.4 UCL had received its metrics that would have been used had UCL participated in the pilot. Using this data, UCL's performance had modelled under Model A and B. Under Model A almost 70% of UCL subjects would be Bronze. While Model B would be marginally better for UCL, it was likely that UCL would still receive a Bronze rating.
- 37.5 Currently support was being provided to Deans and Heads of Department, to ascertain was there more or different things that could be done to help improve performance in under-performing areas. ASER had been updated and refocused following feedback.
- 37.6 AC discussed opportunities for improving performance in the TEF. It was suggested that it was important for the academic community to understand what the TEF was measuring and what made a Bronze, Silver or Gold award. Increased information to the academic community would be helpful. There were queries about the grouping of subjects should Module B be pursued and it was clarified that it would be based on JACS codes. There was discussion about the use of JACS codes as it could result in no accountable staff and misaligned statistics for departments. It was acknowledged that if UCL gave fantastic support and education to students across the board the results would be borne out in subject level TEF results. A major culture shift was required.

37 NATIONAL STUDENT SURVEY – UPDATE

- 37.1 **Received** – an oral update from Professor Anthony Smith, Vice-Provost (Education and Student Affairs).
- 37.2 UCL had a 61% response rate which was below the sector but at a reportable level. All departments had a response rate that allowed the results to be published. The NSS results were being published on 27 July 2018, which was

earlier than previous years. The NSS dataset would be made publicly available at the same time as providers were able to access their data.

38 CODE OF PRACTICE ON FREEDOM OF SPEECH

[PAPER 3-21 (17-18)]

- 38.1 **Received** – a presentation from Ms Bella Malins, Director of Access and Admissions and UCL Prevent Lead, on the Code of Practice on Freedom of Speech and the associated Procedure for the Management of External Speakers.
- 38.2 The Code of Practice on Freedom of Speech had been refreshed to move the procedural elements of the code into a separate Procedure for the Management of External Speakers, which would sit beneath the updated Code.
- 38.3 At their meeting held on 2 May 2018, AB requested that amendments be made to the Procedure for the Management of External Speakers, to take into account lead in times for major conferences/events and to minimise additional burdens on academic staff time. Comments from AB and AC would be considered before a re-draft was produced. The Code of Practice and Procedure would be going back to AB for consideration in the autumn term in advance of its consideration by Council for approval.
- 38.4 During discussion it was noted that where the rooms were not centrally bookable the system of checking had to be proportionate to the risk involved. It was suggested to designate curricular activities and events as lower risk activities. There was a discussion of the use disciplinary sanction and honorary appointments.

39 STUDENT CASEWORK ANNUAL REPORT 2017

[PAPER 3-22 (17-18)]

- 39.1 **Received** – a presentation from Mr David Lloyd, Casework Manager, on the Student Casework Annual Report for 2017.
- 39.2 There had been a 14% increase in formal student complaints. This was in line with trends in other institutions. There was a 19% increase in the number of complaints received from postgraduate taught students compared with 2016. The number of cases justified or partly justified by the OIA had increased. Although this was partly due to the Casework Team having resolved a large number of legacy cases, it was also partly due to the lack of a formal appeal or review stage in UCL's own procedures.
- 39.3 AC welcomed the introduction of the Casework Team, which helped to resolve long-term cases, ensured that procedural deadlines were met and provided invaluable advice. Recognising that the relatively small numbers made it difficult to infer trends, it was noted that common areas of concern in the area of PGT complaints were programme organisation and delivery, and deficient teaching and supervision. Feedback was provided that the Faculties of Population Health Sciences and Brain Sciences had run a joint workshop on avoiding complaints and it was found to be extremely useful.

Other matters for approval or information

40 STUDENT EXPERIENCE COMMITTEE (STEC) - STUDENT FEEDBACK DATA OVERVIEW REPORT

[PAPER 3-23 (17-18)]

40.1 **Received** – the Student Experience Committee (StEC) - Student feedback data overview report.

41 ANNUAL REPORT ON NEW PROGRAMMES OF STUDY AT UCL APPROVED IN 2017-18

[PAPER 3-24 (17-18)]

41.1 **Received** – the Annual Report on new programmes of study at UCL approved in 2017-18

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

42.1 **Received** – AC officers received the following sets of minutes since the last meeting of AC:

- Education Committee – 28 February 2018 and 26 April 2018 (unconfirmed)
- Library Committee – 5 March 2018 (unconfirmed)
- Research Degrees Committee – 10 October 2017 and 13 March 2018
- Research Governance Committee – 9 November 2017
- Student Experience Committee – 12 December 2017
- Student Recruitment, Admissions and Funding Committee – 4 December 2017.

43 DATES OF NEXT MEETINGS

43.1 The dates of upcoming AC meetings were as follows:

- Thursday 1 November 2018, 10.00am
- Tuesday 19 February 2019, 10.00am
- Monday 24 June 2019, 10.00am
- Thursday 14 November 2019, 10.00am.

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