



EDUCATION COMMITTEE

1 May 2014

MINUTES

Present:

Professor Mike Ewing (*Chair*)

Mr David Ashton
Ms Karen Barnard
Professor David Bogle
Ms Annabel Brown
Mr Jason Clarke
Dr Brenda Cross
Dr Caroline Essex
Dr Julie Evans
Mr Marco Federighi
Dr Dilly Fung
Mr Keir Gallagher
Ms Judith Hillmore

Dr Arne Hofmann
Dr Helen Matthews
Dr John Mitchell
Ms Kathleen Nicholls
Dr Hilary Richards
Dr Peter Raven
Mr Matt Jenner (*vice: Dr Fiona Strawbridge*)
Ms Olga Thomas
Professor Derek Tocher
Mr Ben Towse
Dr Andrew Wills
Dr Paul Walker

In attendance: Ms Clare Goudy; Ms Sandra Hinton (Secretary); Ms Irenie Morley; Dr Hazel Smith.

Apologies for absence were received from: Professor Chris Carey; Dr Joyce Harper; Dr Christine Hoffmann; Ms Valerie Hogg; Dr Christine Kinnon; Dr Fiona Strawbridge; Ms Susan Ware.

Key to abbreviations:

AC	Academic Committee
CALT	Centre for the Advancement of Learning and Teaching

51 MINUTES OF THE MEETING OF 6 MARCH 2014

Confirmed:

- 51.1 The Minutes of the meeting of EdCom held on 6 March 2014 [EdCom Mins. 34-50, 6.3.14], circulated previously.

52 MATTERS ARISING FROM THE MINUTES [see also Minutes 53-57 below]

52A Lecturecast Policy [EdCom Min.43, 13-14]

Noted:

- 52A.1 The policy had now been enshrined in the Academic Manual at <http://www.ucl.ac.uk/academic-manual/part-3/lecturecast>

52B Study Abroad Resits [EdCom Min.48A, 13-14]

Noted:

- 52B.1 This would be discussed more fully at EdCom's meeting of 19 June 2014.

53 CONTINUING PROFESSIONAL DEVELOPMENT AND SHORT COURSES

[EdCom Min.2E, 13-14]

Received:

- 53.1 At EDCOM 4/33 (13-14) a proposal, introduced by the EdCom Chair, Professor Mike Ewing.

Reported:

- 53.2 The Chair reported that there was no academic impediment to the proposals and that the Vice-Provost (Education) and the Vice-Provost (Enterprise) had both given them their full backing. However, funding remained uncertain for the additional resources implied by the development of Short Courses.

Discussion:

- 53.3 The UCL Careers Director noted that all students registered on UCL courses would be theoretically eligible for careers support and that with plans to grow numbers of

RESOLVED:

- 54.4 That the Faculty of MAPS should be granted a derogation for one year to allow them to continue with their system of referrals on condition that they sought the advice of colleagues in CALT regarding their assessment load. **[Action: Dr Caroline Essex. Dr Dilly Fung to note]**
- 54.5 That the MAPS Faculty Tutor return to the 19 June meeting of EdCom with more detailed proposals for engaging with colleagues in CALT over the coming session. **[Action: Dr Caroline Essex. Dr Dilly Fung to note]**
- 54.6 That the EdCom Chair should bring a preliminary paper to the 19 June meeting, rehearsing/outlining the main issues in respect of condonation. **[Action: Professor Mike Ewing]**

55 AWARD OF MERIT [EdCom Min.38, 13-14]

Received:

- 55.1 At EDCOM 4/41 (13-14) a paper, introduced by the EdCom Chair, Professor Mike Ewing.

Reported:

- 55.2 At its meeting on 6 March 2014 EdCom received recommendations from the UCLBE that the existing requirement of 65 in the Dissertation for the award of Merit should be set aside and the critical mark should be 60. EdCom asked UCLBE to consider further how the average mark for the programme should be calculated and resolved that, however that average was established, the same procedure should apply to the award of Distinction with 70 replacing 60 as the critical mark. UCLBE met again on Monday 28 April to consider the results of modelling and comments from faculties.
- 55.3 UCLBE now recommended to EdCom that the requirements for the award of Distinction and Merit for PGT Awards should include the following:
- (a) That all results must be first attempts and there could be no condoned fails/passes.
 - (b) The lower bound for a Distinction is 70.
 - (c) The lower bound for a Merit is 60.
 - (d) A Masters should be based on 180 credits including a Dissertation of 60 credits or greater.
 - (e) A PGDip should be based on 120 taught credits.
 - (f) A PGCert should be based on 60 taught credits.
 - (g) Pass/fail courses should be allowed only if they have zero credit weighting.

(b) a Merit requires an average over 120 credits of 60 or higher.

For a PGCert

(a) a Distinction requires an average over 60 credits of 70 or higher.

(b) a Merit requires an average over 60 credits of 60 or higher.

- 55.4 The recommendations of UCLBE were based on modelling, detailed in the paper, and on the written and oral submissions of faculties. Three methods of averaging were considered as below, with option (ii) garnering the most votes:
- (i) a straight average over 180 credits,
 - (ii) a straight average over 180 credits PLUS the Dissertation, and
 - (iii) an average over the taught credits (typically 120 or 90 credits) PLUS the Dissertation (typically 60 or 90 credits).

Discussion:

- 55.5 EdCom approved the UCLBE's recommendations, although it resolved that the Faculty of Laws should maintain its derogation in respect of averaging and continue with option (i) - a straight average over 180 credits. This derogation would only be valid for five years however, or until the implementation of a GPA. EdCom also agreed that there be a 'cooling off period' until its next meeting on 19 June during which relevant colleagues would consider the implications of EdCom's decision for institutional resources such as Portico.
- 55.6 A full list of pass/fail modules, such as those in CALT and elsewhere would be notified to relevant colleagues by the Regulations and Academic Programmes' Manager as these may need a derogation initially, and to be phased out as soon as practicable.

RESOLVED:

- 55.7 That the requirements for the award of Distinction and Merit for PGT Awards should be as per para 55.3 above.
- 55.8 That the requirements for the award of Distinction and Merit for PGT Awards should (with the exception of Laws as above) apply to students who first enrol on the PGT Award from September 2014.
- 55.9 That there be a 'cooling off period' until its next meeting on 19 June during which relevant colleagues would consider the implications of EdCom's decision for institutional resources and bring these to EdCom on 19 June. **[Action: Mr David Ashton and Professor Mike Ewing]**
- 55.10 That a full list of pass/fail modules, such as those in CALT and elsewhere would be notified to relevant colleagues by the Regulations and Academic Programmes' Manager. **[Action: Ms Irenie Morley]**

56 SUPPORT TO STUDY POLICY AND FITNESS TO STUDY PROCEDURE [EdCom Min.39, 13-14]

Received:

- 56.1 At EDCOM 4/35 (13-14) a revised draft of the proposal previously submitted to EdCom on 6 March, introduced by the Director of Student Administration, Mr David Ashton.

- colleagues were asked to be aware of the increasing use of electronic marking and the fact that Turnitin did not support double marking. EdCom was reminded that Dr Mira Vogel had presented to the UCLBE on this issue (which, given that double marking is a British standard, was a sector-wide problem) and that the UCLBE had taken the view that the deficiencies of third party commercial software should not be allowed to dictate UCL marking policy;
- the policy's statement that 'all mark differences of 10 or more marks on the marking scale must be subject to discussion and reconciliation'¹ was queried and it was explained that this was in order to prevent markers from averaging marks without discussion. Clarification was sought as to whether this meant 10 marks or 10% and 10 marks was confirmed.

58.4 EdCom welcomed the policy as clear and helpful and suggested the addition of a statement to the effect that grade descriptors should be congruent with national benchmarking and supplemented by a link to the FHEQ².

RESOLVED:

58.5 That the policy should be re-submitted to EdCom on 19 June with agreed minor byOLVEDp/P i8o prevet.gingdcc41sEu7Som ol3MCID 802I7vul and0 0 Td10.98 -eof a

the purposes of printing. In particular, it was noted that there might be issues with parity between the information on Personal Tutoring in the PGT CoP and that published for UG students. Colleagues were invited to send suggestions and corrections to the EdCom Secretary.

RESOLVED:

- 59.5 That EdCom members send suggestions and corrections in respect of the Graduate Taught Degrees Code of Practice 2013-14 to the EdCom Secretary. **[Action: EdCom, Ms Sandra Hinton to note]**