



EDUCATION COMMITTEE

4 October 2013

MINUTES

Present:

Professor Mike Ewing (*Chair*)

Mr David Ashton
Professor David Bogle
Professor Chris Carey
Mr Jason Clarke
Dr Caroline Essex
Dr Julie Evans
Mr Marco Federighi
Mr Keir Gallagher
Ms June Hedges
Dr Arne Hofmann

Ms Valerie Hogg
Dr Helen Matthews
Ms Kathleen Nicholls
Dr Hilary Richards
Dr Fiona Strawbridge
Professor Derek Tocher
Mr Ben Towse
Dr Paul Walker
Dr Andrew Wills

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

1 TERMS OF REFERENCE, CONSTITUTION AND 2013-14 MEMBERSHIP

Received:

1.1 At EDCOM 1/01 (13-14) – the Constitution and 2013-14 Membership.

1.2 At EDCOM 1/02 (13-14)

- 4.11 All remaining Faculty Tutors should be invited to find out about and report on the use of peer assessment in their Faculties to EdCom's meeting of 6 March 2014. **[Action: Faculty Tutors]**

5 ACADEMIC REGULATIONS FOR 2013-14

Noted:

- 5.1 The Academic Regulations for 2013-14 had been signed off and were now available on the Registry website.

Reported:

- 5.2 A number of changes had been made subsequent to signing off the Regulations. In summary:
- A regulation in respect of students whose work was both overlong *and* late which could currently be exploited strategically in order to avoid the stricter of the two penalties would need to be revised.
 - The current guidance on anonymity would need to be revised.
 - A paper on referrals would be submitted by the Chair to the meeting of EdCom on 26 November 2013.

Discussion:

- 5.3 Members considered whether:
- late changes to the Regulations should be incorporated into the Regulations for 2013-14 and if so, how this might most effectively be communicated to Chairs of Boards of Examiners, staff and students;
 - there should be no change to the published Regulations at this stage but that changes should be incorporated into the Guidance and any inconsistencies in 2013-14 resolved on a case-by-case basis on the understanding that the necessary changes would be made in 2014-15.
- 5.4 It was noted that the Academic Regulations in their present form would be undergoing a radical revision during the coming session. The exact nature of the revision was yet to be decided but would include clear protocols for updating and publication. It was anticipated that the group tasked with this review would draw more broadly upon experience and advice at departmental level and that the results would be fully communicated to the UCL community.

RESOLVED:

- 5.5 That there should be no change to the published Regulations for 2013-14 but that any changes should be incorporated into the Guidance and if necessary, changes made to the Regulations for 2014-15. **[Action: Mr David Ashton]**
- 5.6 That Faculties should invite Departments to report to them all incidences of transgression in respect of overlong and late submission of student work in order to assess the scale of the problem. All incidences should then be reported to Professor Mike Ewing as Dean of Students (Academic). **[Action: Faculty Tutors]**

- 5.7 That a paper on referrals be submitted by the EdCom Chair to EdCom's meeting of 26 November 2013. **[Action: Professor Mike Ewing]**

6 RECENT CHANGES TO IMMIGRATION POLICY

Received:

- 6.1 An oral report by the Director of Information and Data Services.

Reported:

- 6.2 Following a meeting between a Joint Educational Task Force and the Home Office, the UK Visa and Immigration Service (formerly the UKBA) had agreed a partnership arrangement with UK HEIs. It was anticipated that this arrangement would lead to a more informal and collegial approach to HEIs as Sponsors.
- 6.3 A Home Office team of Tier 4-specific auditors had been created, to be known as HEAT (Higher Education Assurance Team), who would be initiating a programme of visits to HEIs over the coming 2-3 years. UCL was expecting a full 1-2 week long audit within this timeframe but nothing had yet been confirmed. However, in anticipation of this, Information and Data Services would be focusing its activity on ensuring that all UCL's processes were fully Tier 4 compliant.
- 6.4 Tier 4 regulations had remained relatively stable in 2013-14. Two areas of change however, were reported as follows:

-

- Capped resit examinations - UCL's Regulations stated that resit marks were not capped and students were awarded the better of the two marks achieved between the first and second attempts. The UCL School of Pharmacy wished to retain the capped resit pass mark.
- Degree weighting - the current weighting of 4-year degrees at UCL was 1:3:5:5. The UCL School of Pharmacy had requested an alternative weighting of: Year 1 = 0%, Year 2 = 20%, Year 3 = 30% and Year 4 = 50%.

Discussion:

- 8.3 In respect of capped resits, EdCom agreed that, as UCL policy did not permit capping, the request should be refused and that the UCL School of Pharmacy should conform to UCL norms from 2014 -15 onwards.
- 8.4 In respect of changes to degree weighting, it was noted that extensive discussions had already taken place about the weighting of the MPharm. During these discussions it had been strongly felt that the first year should count towards the overall classification. EdCom resolved therefore that any weightings which had already been notified to students who commenced their studies in 2013-14 should be permitted to stand but that the MPharm should conform to the weighting of 4-year degrees at UCL (1:3:5:5.) from session 2014 -15 onwards..
- 8.5 EdCom noted that in order to merge with UCL, the UCL School of Pharmacy had relinquished its own Charter, Statutes and degree-awarding powers. UCL now awarded the degrees of the UCL School of Pharmacy and any future external scrutiny of UCL's exercise of its own degree-awarding powers would expect to see the School in conformity with UCL norms.

RESOLVED:

- 8.6 That EdCom's decisions at 8.4 and 8.5 above should be conveyed to the UCL School of Pharmacy by the F] Td[(RES)-4(O)3 School ams.

10 MINUTES FROM STEERING GROUPS ETC.

10A Programme and Module Approval Steering Group

Noted:

10A.1 At EDCOM 1/06 (13-14) – the minutes of the meeting of 26 June 2013.

10A.2 At EDCOM 1/07 (13-14) – the minutes of the meeting of 24 July 2013.

10B UCL Board of Examiners

