Imperial College London

Programmes Committee (PC) Minutes

Tuesday 24 January 2023
10:00-13:00

Present
Dr Clemens Brechtelsbauer (Chair), Professor Alessandro Astolfi, Ms Lorraine Bayfield (Secretary), Dr Lorraine Craig, Professor Richard Green, Dr Jo Horsburgh, Ms Kate Ippolito, Dr Magdalena Jara, Professor Arash Mostofi, Dr Felicitas Starr-Egger, Mr Scott Tucker, Dr Jeffrey Vernon, Ms Judith Webster, Ms Betty Yue and Mr Jason Zheng.

Apologies
Dr Vijay Tymms and Ms Hayley Wong.

In attendance
Ms Amy Huynh

1	**Welcome and Apologies**	
	The Chair welcomed attendees to the meeting and apologies, as above, were noted.	
2	**Minutes of the previous meeting**	
	The minutes of the previous meeting held on Tuesday 29th November were confirmed as an accurate record.	
3	**Matters Arising**	
	There were no matters arising to discuss.	
Items for consideration		
4.	**Curriculum Review**	
4.1	**PC.2022.24 Faculty of Engineering – PGT MSc Computing Specialisms** **MSc Computing (Artificial Intelligence and Machine Learning) (G5U10)** **MSc Computing (Management and Finance) (G5U11)** **MSc Computing (Software Engineering) (G5U16)** **MSc Computing (Security and Reliability) (G5U21)** **MSc Computing (Visual Computing and Robotics) (G5U13)**	
4.1.1	The PC considered the redesigned programmes named above from the Department of Computing for delivery with effect from October 2023.	
4.1.2	It was highlighted that the MSc Computing specialism programmes shared elective modules with the MSc Computing, MSc Advanced Computing and MSc Artificial Intelligence programmes, all of which had been considered at the PC on 29 November 2022. As such, the only new module specification to consider was the Individual Project module. The Committee agreed that a thorough curriculum review proposal had been presented and that the redesigned programmes demonstrated a clear focus on the student experience. Reviewers discussed the link between the Independent Study Option module and the Individual Project and suggested that this be clarified on the programme specifications.	
4.1.3	The PC agreed to recommend the proposal to the Quality Assurance and Enhancement Committee (QAEC) for delivery with effect from October 2023.	

4.2	**PC2022.25 Faculty of Engineering** **MSc Applied Computational Science and Engineering (F6UC)** **MSc Environmental Data Science and Machine Learning (H2G16)**
4.2.1	The PC considered the redesigned programmes named above from the Department Earth Science and Engineering for delivery with effect from October 2023.
4.2.2	It was agreed that a thorough proposal had been presented and that extensive consultation had been undertaken with staff, students, and external stakeholders with a well justified rationale for changes.
4.2.3	The PC agreed to recommend the proposal to the QAEC for delivery with effect from October 2023.
5	**Major Modifications to Existing Programmes**
	Faculty of Medicine
5.1	**PC2022.26 School of Medicine** **MBBS Medicine (A100, A109)**
5.1.1	The PC considered an in-session modification to update the progression criteria and introduce a programme specific regulation to allow year 5 students to progress to year 6 pending an assessment pass as a resit attempt on the programmes named above with immediate effect.
5.1.2	The PC referred the programme specific regulation to the Regulations and Policy Review Committee (RPRC) for consideration. Subject to a recommendation from the RPRC, the PC agreed to recommend the proposal to the QAEC for approval with immediate effect.
5.2	**PC.2022.27 School of Medicine** **MBBS Medicine (A100)**
5.2.1	The PC considered an in-session modification to update the module overseas delivery mode and assessment marking process for the core module MEDI50005 Clinical Research and Innovation on the programme named above with immediate effect.
5.2.2	The PC agreed to recommend the proposal to the QAEC for approval with immediate effect.
	Faculty of Natural Sciences
5.3	**PC.2022.28 Department of Chemistry** **Chemistry (Occasional) (F10E)**
5.3.1	The PC considered an in-session modification to create research project modules for incoming student exchange students on the programme named above with immediate effect.
5.3.2	The PC agreed to recommend the proposal to the QAEC for approval with immediate effect.
	Imperial College Business School
5.4	**PC.2022.29 Imperial College Business School** **MSc Business Analytics Online (N290S)**

5.4.1	The PC considered the following modifications on the programme named above with effect from September 2023. a) Change the balance of compulsory and elective modules b) Introduce a PG Certificate and PG Diploma exit award c) Introduce a variable programme duration d) Withdraw the compulsory module BUSI70221 Visualisation e) Change the designation of the modules BUSI70211 Fundamentals of Database Technologies and BUSI70217 Network Analytics from compulsory to elective.
5.4.2	The PC provided minor feedback[1] and agreed to recommend the proposal to the QAEC for approval with effect from September 2023.
5.5	**PC.2022.30 Imperial College Business School** **MSc International Management (N1UF)** **MSc Strategic Marketing (N501T)**
5.5.1	The PC considered a modification to introduce an extended work placement and subsequent extended programme duration on the programmes named above with effect from September 2023.
5.5.2	The PC noted that the proposal had been discussed at the December meeting of the RPRC who supported the proposal, subject to procedural matters being considered by the programme team. An operational meeting was held in January 2023 and feedback was provided to the PC. The PC agreed on the following recommendations: • That the programmes should have distinct award titles to differentiate between the 12-month and 16-month versions. • That a link tutor should be appointed for the Extended Work Placement and any additional programme costs recorded on the programme specifications. • Two versions of the Extended Work Placement were submitted. These should have different module titles to distinguish them in the student record system. • The 30 ECTs Academic Exchange should be added to the module list on the programme specifications
5.5.3	The PC advised that the recommendations above be considered and that the updated documentation be submitted to the Quality Assurance and Enhancement team. Subject to a satisfactory response to the above, the PC agreed to recommend the proposal to the QAEC for approval with effect from September 2023.
6	**Short Courses**
6.1	**PC.2022.31 Acute Events Management**
6.1.1	The PC considered a proposal from the School of Public Health to launch the non-credit bearing short course named above with immediate effect.
6.1.2	The PC noted that the documentation was incomplete and highlighted areas where the paperwork should be improved.
6.1.3	The PC rejected the proposal and did not recommend approval to the QAEC. The department were advised to re-submit revised paperwork for consideration via Chair's action on behalf of the PC.

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[1] Minor feedback = optional constructive suggestions for improvement of the student experience but not a quality assurance requirement.

6.2	**PC.2022.32 Advanced Leadership and Management for Health**
6.2.1	The PC considered a proposal from the School of Public Health to launch the non-credit bearing short course named above with immediate effect.
6.2.2	The PC noted that the documentation was incomplete and highlighted areas where the paperwork should be improved.
6.2.3	The PC rejected the proposal and did not recommend approval to the QAEC. The department were advised to re-submit revised paperwork for consideration via Chair's action on behalf of the PC.
6.3	**PC.2022.33 Disease Burden and Health Planning**
6.3.1	The PC considered a proposal from the School of Public Health to launch the non-credit bearing short course named above with immediate effect.
6.3.2	The PC noted that the documentation was incomplete and highlighted areas where the paperwork should be improved.
6.3.3	The PC rejected the proposal and did not recommend approval to the QAEC. The department were advised to re-submit revised paperwork for consideration via Chair's action on behalf of the PC.
6.4	**PC.2022.34 Mental Health and Wellbeing in the Climate Emergency**
6.4.1	The PC considered a proposal from the Department of Surgery and Cancer to launch the non-credit bearing online short course named above from June 2023.
6.4.2	The PC agreed on the following recommendations: • The total short course duration (hours) should be clarified. • The team should consider whether one Course Experience Manager is sufficient to support 650 potential students and manage expectations accordingly.
6.4.3	The PC advised that the recommendations above be considered and that the updated documentation be submitted to the Quality Assurance and Enhancement team. Subject to a satisfactory response to the above, the PC agreed to recommend the proposal to the QAEC for delivery with effect from June 2023.
6.5	The PC discussed the short course approval process, highlighting that this was not being universally applied across the College, nor was it meeting stated aims. An urgent review focussing on threshold criteria, simplification and accessibility was recommended to the QAEC.
7	**Suspensions and Withdrawals**
7.1	**PC.2022.35 School of Medicine** **MBBS Medicine (Direct entry) A300**
7.1.1	The PC considered a proposal to withdraw the programme named above with effect from October 2023.
7.1.2	The PC agreed to recommend the proposal to the QAEC for approval with effect from October 2023.

	Items to note
8.1	**Chair's Report**
	The PC noted the proposals that had been approved by via Chair's action on behalf of the PC since the last meeting.
	Faculty of Engineering
8.1.1	**PC.2022.CA12 Department of Computing** An in-session proposal to: a) Withdraw the elective module COMP70066/COMP97155 'Decentralised Finance' with immediate effect. b) Add the module COMP70017 'Principles of Distributed Ledgers' as an elective module on the MEng Electronic and Information Engineering programme with immediate effect.
	Faculty of Natural Sciences
8.1.2	**PC.2022.CA07 Department of Physics** **MSc Security and Resilience: Science and Technology** An in-session proposal to change the elective module title PHYS70042 'Hacking for Security' to 'Global Challenges: Security Entrepreneurship' with immediate effect.
8.1.3	**PC.2022.CA10 Department of Physics** **MRes Machine Learning and Big Data in the Physical Sciences (F314)** An in-session proposal to: a) Introduce a PG Certificate and PG Diploma exit award to the programme named above with immediate effect. b) Update the wording of the elective module list in the programme structure with immediate effect.
	Imperial College Business School
8.1.4	**PC.2022.03 Curriculum Review – Executive MBA (N1UA24)** The redesigned programme named above for delivery with effect from February 2023.
8.1.5	**PC.2022.CA08 – Late minor modification** **Behavioural Science in Health** **Sustainable Consumption and Climate Change** An in-session proposal to offer the two new electives named above on several programmes from the Imperial College Business School with immediate effect.
8.1.6	**PC.2022.CA11 – Late minor modification** **MSc Climate Change, Management and Finance (N304)** An in-session proposal to change the assessments and weightings within the compulsory module BUSI70277 'Financial Markets and Climate Change' on the programme named above with immediate effect.
8.2	**Quality Assurance and Enhancement Committee (QAEC)**

		The Committee noted the minutes from the previous QAEC found on the College webpages:www.imperial.ac.uk/about/governance/academic-governance/senate-subcommittees/quality-assurance-enhancement-committee/
Any Other Business		
	9	**Any Other Business** There was no business to note. The Chair thanked Committee members for their contributions and closed the meeting.