

Programmes Committee (PC)

Thursday 30 June 2016
Confirmed Minutes

Present

Mr David Ashton, Dr Lorraine Craig, Dr Martyn Kingsbury, Professor Myra McClure, Professor Emma McCoy (Chair), Dr Edgar Meyer, Mr Daniel Smith (secretary), Professor Alan Spivey, Ms Judith Webster, Ms Betty Yue

Apologies

Professor Sue Gibson, Mr Liucheng Guo, Mr Chun-Yin San, Dr Jane Saffell, Ms Lucinda Sandon-Allum, Dr Roberto Trotta, Ms Sophie White, Professor Denis Wright,

1 **Welcome and Apologies**

The chair welcomed attendees to the meeting and apologies, as above, were noted.

2 **Minutes of the Previous Meeting [PC.2015.56]**

The minutes of the previous meeting were approved with no amendments

3 **Matters Arising**

There were no matters arising not appearing elsewhere on the agenda.

ITEMS FOR CONSIDERATION

4 **Strategic Approval of New Programmes**

There were no new programmes to be considered for strategic approval

5 **New Programme Proposals**

There were no new programme proposals to be considered

6 **Major Modifications to Existing programmes**

6.1 **MRes Cancer Biology [PC.2015.57]**

The committee considered a proposal from the Department of Surgery and Cancer to introduce a distinct award title for the cancer informatics stream of the MRes Cancer Biology with immediate effect.

6.1.1 The committee noted that the new award title, MRes Cancer Biology (cancer informatics) would not be available for direct entry but that students would apply initially to the umbrella programme, MRes Cancer Biology. Students opting to take the cancer informatics stream would be transferred internally.

6.1.2 The committee noted that this was an in-session change and would affect 19 current students. The committee noted that all students had been consulted and had agreed to the proposal.

6.1.3 The committee agreed to recommend the proposal to QAEC for approval.

6.2 **MSc Business Analytics**

The committee considered a proposal from Imperial College Business School to introduce the module DSI003 (Advanced Machine Learning) and module DSI004 (Data Management and Ethics) to the above programme with effect from September 2016.

6.2.1 The committee recommended that Imperial College Business School confirm the exact methods of assessment for each module in order that the College could ensure that timely and accurate information regarding assessment was provided to the students.

- 6.2.2 The committee recommended that the Business School confirm whether the module was core or elective and update the documentation accordingly.
- 6.2.3 The committee recommended that the Business School develop the learning outcomes for both modules in consultation with the Educational Development Unit to ensure these were aligned to the appropriate level of the FHEQ.
- 6.2.4 The committee recommended that the Business School consult offer holders to advise them of the changes to the programme.
- 6.2.5 The committee noted that this change would affect 76 offer holders.
- 6.2.6 The committee agreed to recommend the proposal to QAEC subject to the recommendations above.
- 6.3 MSc Mathematics and Finance [PC.2015.59]**
The committee considered a proposal from the Department of Mathematics to restructure the above programme with effect from October 2016.
- 6.3.1 The committee recommended that the department develop the 'section A', (knowledge), learning outcomes of the programme in consultation with the Educational Development Unit to ensure these were aligned to the appropriate level of the FHEQ.
- 6.3.2 The committee recommended that students currently enrolled on the two-year, part-time programme be given the opportunity to complete the programme under the existing structure.
- 6.3.3 The committee recommended that the department seek consent from offer holders.
- 6.3.4 The committee noted that this change would affect two current students enrolled on the two-year, part-time programme, one of whom was on interruption. The committee further noted that this change would affect 73 offer holders including one for the two-year, part-time programme.
- 6.3.5 The committee agreed to recommend the proposal to QAEC for approval subject to the recommendations above.
- 6.4 MSc Statistics [PC.2015.60]**
The committee considered a proposal to introduce the module M5MS05 (Advanced Statistical Theory) to the above programme with effect from October 2016 and to suspend the module M5MS16 (Bayesian Inference) from the same programme with effect from October 2016.
- 6.4.1 The committee further considered a proposal to change the scheduled learning and teaching hours of the module M5MS18 (Official Statistics) on the above programme with effect from October 2016 and to change the assessment of the module M5MS20 (Sequential Monte Carlo) from the same programme with effect from October 2016.
- 6.4.2 The committee recommended that the department submit a module outline for the modules M5MS20 (Sequential Monte Carlo) and M5MS05 (Advanced Statistical Theory).
- 6.4.3 The committee recommended that the department develop the learning outcomes of the module M5MS18 (Official Statistics) in consultation with the Educational Development Unit to ensure these were aligned to the appropriate level of the FHEQ.
- 6.4.4 The committee recommended that the department consult offer holders to advise them of changes to the programme.
- 6.4.5 The committee noted that this change would affect 79 offer holders.
- 6.4.6 The committee agreed to recommend the proposal to QAEC for approval subject to the recommendations above.

- 6.5 **MSc Pure Mathematics [PC.2015.61]**
The committee considered a proposal from the Department of Mathematics to remove the August entry point of the above programme with immediate effect.
- 6.5.1 The committee noted that there were no offer holders due to begin the programme in August 2016
- 6.5.2 The committee agreed to recommend the proposal to QAEC for approval.
- 6.6 **PGCert Surgical Innovation [PC.2015.62]**
The committee considered a proposal from the Department of Surgery and Cancer to change the entry point of the above programme from October to September with effect from September 2016.
- 6.6.1 The committee noted that this change would affect seven offer holders. The committee noted that all students had been consulted and that six students had agreed to the proposal. One student has requested further information.
- 6.6.2 The committee agreed to recommend the proposal to QAEC for approval.
- 6.7 **MSc Sustainable Energy Futures [PC.2015.63]**
The committee considered a proposal from the Department of Mechanical Engineering in association with the Energy Futures Laboratory to change the English language entry requirement of the above programme from standard to higher with effect from October 2017.
- 6.7.1 The committee agreed to recommend the proposal to QAEC for approval.
- 6.8 **MEd University Learning and Teaching [PC.2015.64]**
The committee considered a proposal from the Educational Development Unit to restructure the above programme with effect from September 2016.
- 6.8.1 The committee noted that the programme was exempt from paragraph 4.2 of the 'General Regulations' (English Language Requirements) and paragraph 1.2.4 of the 'Regulations for the Award of Taught Master's Degrees, Postgraduate Diplomas and Postgraduate Certificates' (Maximum Periods of Registration).
- 6.8.2 The committee noted that this was an in session change and would affect 17 current students. The committee noted that all students had been consulted and had agreed to the proposal.
- 6.8.3 The committee agreed to recommend the proposal to QAEC for approval.
- 6.9 **Executive MBA [PC.2015.65]**
The committee considered a proposal from Imperial College Business School to increase the credit value of the module BS0224 (Entrepreneurial Journey) with effect from February 2017.
- 6.9.1 The committee noted that the Executive MBA had been significantly restructured in the last 18 months and that following the most recent series of changes the Programme Director had confirmed that the school did 'not expect significant further changes in the next few years'.
- 6.9.2 The committee noted that the Executive MBA has been restructured to make it more relevant to an executive audience and that the programme was not sufficiently distinct from the full-time and weekend MBA programmes that it could stand independently.
- 6.9.3 The committee noted that the school did not anticipate any further significant changes to the programme but that the previous restructure had failed to give proper consideration to the credit value of the module BS0224 (Entrepreneurial Journey) which had caused an imbalance in student effort.
- 6.9.4 The committee agreed to recommend the proposal to QAEC for approval.

6.10 **Weekend MBA [as above]**

The committee considered a proposal from Imperial College Business School to increase the credit value of the module BS1624 (Entrepreneurial Journey) with effect from April 2017.

6.10.1 The committee agreed to recommend the proposal to QAEC for approval.

7 **Suspensions and Withdrawals of Existing Programmes**

7.1 **MSc Concrete Structures and Business Management [PC.2015.66]**

The committee considered a proposal from the Department of Civil and Environmental Engineering to suspend the above programme for one year with effect from October 2017.

7.1.1 The committee recommended that the department ensure appropriate provision is in place for students entering the programme in October 2016 who are required to re-sit or interrupt their studies.

7.1.2 The committee agreed to recommend the proposal to QAEC for approval subject to the recommendation above.

7.2 **MSc Concrete Structures and Sustainable Development [as above]**

The committee considered a proposal from the Department of Civil and Environmental Engineering to suspend the above programme for one year with effect from October 2017.

7.2.1 The committee noted that this programme was already suspended for the academic year 2016/17.

7.2.2 The committee agreed to recommend the proposal to QAEC for approval.

7.3 **MSc Structural Steel Design and Business Management [as above]**

The committee considered a proposal from the Department of Civil and Environmental Engineering to suspend the above programme for one year with effect from October 2017.

7.3.1 The committee recommended that the department ensure appropriate provision is in place for students entering the programme in October 2016 who are required to re-sit or interrupt their studies.

7.3.2 The committee agreed to recommend the proposal to QAEC for approval subject to the recommendation above.

7.4 **MSc Structural Steel Design and Sustainable Development [as above]**

The committee considered a proposal from the Department of Civil and Environmental Engineering to suspend the above programme for one year with effect from October 2017.

7.4.1 The committee noted that this programme was already suspended for the academic year 2016/17.

7.4.2 The committee agreed to recommend the proposal to QAEC for approval.

8 **New Short Course Proposals**

8.1 **Bariatric Immersion Course [PC.2015.67]**

The committee considered a proposal from the Department of Surgery and Cancer to introduce the above short course with effect from August 2016.

8.1.1 The Committee recommended that the department make it clear to delegates that completion of the course does not confer any rights to automatic enrolment to any short course or programme of study at the College.

8.1.2 The committee recommended that the department monitor the conversion rate of delegates who complete the above short course enrolling on an additional short course or programme of study at the College.

8.1.3 The committee agreed to approve the proposal subject to the recommendations above.

9 Modifications to Existing Short Courses

There were no modifications to existing short courses to be considered.

10 Suspensions and Withdrawals of Existing Short Courses

There were no suspensions or withdrawals to be considered.

ITEMS TO NOTE

11 Chair's Report [PC.2015.68]

The committee noted action taken by the chair on behalf of the committee.

ANY OTHER BUSINESS

12 Dates of Meetings

Tuesday 6 September, 10:00-13:00, Boardroom, Level 4, Faculty Building

Tuesday 25 October, 10:00-13:00, Drawing Room, 170 Queen's Gate

Tuesday 12 December, 10:00-13:00, Ballroom, 58 Prince's Gate

Tuesday 21 March, 10:00-13:00, Ballroom, 58 Prince's Gate

Tuesday 9 March, 10:00-13:00, Boardroom, Level 4, Faculty Building