

Programmes Committee (PC)

Tuesday 3 November 2020
14:00-16:00

Present

Dr Clemens Brechtelsbauer (Chair), Dr Ana Costa-Pereira, Dr Lorraine Craig, Ms Michaela Flegrova, Professor Richard Green, Dr Kate Ippolito, Dr Mike Tennant (Deputy Chair), Dr Vijay Tymms, Mr Scott Tucker, Dr Jeffrey Vernon, Ms Judith Webster, Ms Men-Yeut Wong (Secretary), Ms Betty Yue and Professor Yun Xu.

Apologies

Dr Jo Horsburgh

In Attendance

Dr Kirsten Dalrymple

1 Welcome and Apologies

The Committee welcomed the new Chair and new members including new representatives from the Graduate School, the Centre for Languages, Culture and Communication, Imperial College Business School and the new student representatives.

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

2 PC.2020.00 Report of actions taken by the Programmes Committee

A report to the Wednesday 30th September 2020 Quality Assurance and Enhancement Committee with recommendations made by Programmes Committee members and via Chair's Actions from Tuesday 12th May 2020 onwards. The report of the outcomes and actions taken were approved as an accurate record.

3 Matters Arising

There were no matters arising to discuss.

Items for consideration

4 PC.2020.01 Programme and Module Modification Procedure

4.1 The Committee noted the Programme and Module Modification Procedure with minor amendments from the 3rd June 2020 meeting of QAEC responding to the following points:

- 1.7 'Procedures do not cover the following types of proposals...new short course...new programme' – add link to signpost to alternate procedures
- 2.2 – 'Cumulative changes which, although minor in themselves, result over time in major changes normally will require a higher level of approval with greater external input' – provide further clarity.
- Modification Form - the reference to student consent to be omitted from the revised form in line with the revised policy

4.2 The Programme and Module Modifications Procedure was confirmed as final with effect from October 2020 onwards.

5 New Programme Proposals

5.1 PC.2020.02 MRes in Business (2 years, full-time)

5.1.1 The Programmes Committee considered a new programme proposal from the Department of Surgery and Cancer to introduce the above programme with effect from October 2021.

5.1.2 The Committee noted that a pre-meeting between the programme lead, Professor Carol Propper, the Committee Secretary and two Committee reviewers- the Faculty of Medicine Representative and the Graduate School Representative had taken place to review the programme proposal prior to the Committee meeting.

5.1.3 The 24-month MRes in Business programme is a Master's level programme that forms part of the 5 year Doctoral programme. It is aimed at students who are seeking a career in Finance, Economics or Management research. The programme will provide a solid foundation in theory and research methods within these disciplines, allowing students to pursue the Business School Doctoral programme within their chosen field. The aim of the 2-year programme is to provide more rigorous research and specialist skills training and provide more module choice than the current one-year MRes programme.

5.1.4 The Committee have agreed upon the following recommendations:

- The Committee received a rationale for why there are only four programme level learning outcomes as this is determined by the Accrediting Bodies. The Committee advised that although the learning outcomes should satisfy the accrediting body's requirements, they should also describe a meaningful process so that students are able to clearly identify what they have learnt and are able to demonstrate upon graduating from the programme. It was agreed that the programme team should seek further consultation with the Educational Development Unit to ensure that the programme learning outcomes reflect what students will be able to do at the end of the programme and that the module learning outcomes map on to the programme level learning outcomes. It was agreed that the Programmes Committee could support this through a working party (including representatives from the Educational Development Unit and the two Committee reviewers);
- To review the learning outcomes of all modules to ensure that they are of a Level 7 FHEQ standard; there is currently a disconnect between the ambitious programme learning outcomes, which are around high level cognitive skills, and the module learning outcomes, which tend to name more low level cognitive skills;
- The Committee understood that this proposed programme would be competing with similar programmes across the EU/USA but could not see what its unique selling point is. Further information could be provided within the 'Programme Information' section of the programme specification including the specialist modules delivered by the London Business School to let prospective students know how this programme could offer a distinct and unique experience;
- It was suggested that a dedicated personal tutor could be allocated solely to the new proposed programme to provide better pastoral support for students;
- The Committee agreed that whilst the assessment strategy had been kept vague within the module specifications to allow for flexibility to make changes, this does not provide the student with sufficient information on how the modules would be assessed;
- The Committee agreed that for a research-intensive programme, it was positive to see both the Qualitative Methods and Quantitative Methods as compulsory modules

for the Management and Entrepreneurship pathway. It was suggested that these modules could be made available as electives across the other two pathways, too;

- The proposed programme is presented as a route towards an academic career, I How to acquire essential academic skills such as writing grant applications or writing for publication could be made more evident in the proposal, for example through the concept of masterclasses in the respective subjects;
- The Committee noted that the proposed programme does not offer any exit awards. The Business School should consider whether awards of either/both the Postgraduate Certificate or Postgraduate Diploma could be offered to a student after a year of study;
- The Committee agreed that further discussions should be held with the Head of Academic Services to discuss the Programme Specific Regulations which do not follow the College's Regulations for Taught Programmes of Study.
- That the programme team provide a response to the external reviewer comments and incorporate any recommendations made to the proposal to the final programme and module specifications;
- The Committee noted that there currently is no existing two year full-time postgraduate taught programme within the college and, therefore, approval will create a precedent with college wide impact. Hence, careful consideration of the recommendations is required before the proposal can advance beyond the committee stage.

5.1.5 The Programmes Committee agreed that once a satisfactory response has been received to the recommendations made above, it would then be prepared to recommend the approval of the programme to the Quality Assurance and Enhancement Committee.

5.2 PC.2020.03 Postgraduate Diploma in Surgical Education (Online)

5.2.1 The Programmes Committee considered a new programme proposal from the Department of Surgery and Cancer to introduce the above programme with effect from October 2021.

5.2.2 The Committee welcomed the programme lead Dr Kirsten Dalrymple who had been invited to present the new programme proposal to the Committee.

5.2.3 The fully online degree will be a part-time programme delivered across two-years (24 months), starting in October 2021.

5.2.4 The PG Certificate in Surgical Education stage aims to provide students with a broad grounding in educational concepts and practices in a surgical context that will complement their clinical expertise. Importantly, students will draw on their own teaching and learning practice to develop and extend their understanding of surgical education and will work with tutors and peers from a range of national contexts.

5.2.5 Progression onto the online PG Diploma in Surgical Education stage involves closer engagement with the theory, evidence and philosophies underpinning surgical education as well as deeper study into specialty areas of surgical education such as simulation-based education. Exposure to innovative simulation and interdisciplinary exchange approaches, developed within the Department of Surgery and Cancer and beyond, will be explored from an academic educational perspective.

5.2.6 The Programmes Committee thanked the programme team for presenting a well thought through, exemplary and elegant programme proposal, to develop future surgical educators.

5.2.7 The Programmes Committee agreed upon the following recommendations:

- The Committee suggested that the programme team review the level of resources required to deliver the proposed programme. Dr Dalrymple would be leading the majority of modules and this may become challenging if student numbers in the cohort were to grow. The Programmes Committee would like to seek assurances from the Department that further resources can be provided, if necessary, to support the successful running of the proposed programme;
- That the programme team provide a response to the external reviewer comments and incorporate any recommendations made to the proposal to the final programme and module specifications;
- The Committee noted that it was encouraging to see that there would be a Collaborative Partnership between the College and the Royal College of Surgeons (Edinburgh). The programme team are advised to liaise with the Assistant Registrar (Partnerships, Monitoring and Evaluation) to ensure the correct legal framework for the partnership has been agreed between the two institutions and to ensure that the Memorandum of Agreement between the two partners clearly addresses intellectual property rights and ownership of modules;
- The Committee advised that the programme specification should make clear the distinctive and stand-alone character of this programme, i.e. students registered on the on-campus version would not be able to register on modules offered in the online programme (and vice-versa);

5.2.8 The programme team were advised that the recommendations above be considered and that the response to the recommendations be submitted to the Quality Assurance and Enhancement team. Chair's Action would then be taken to approve the resubmitted documentation and the programme specification would then be published on-line.

5.2.9 The Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with effect from October 2021 subject to the recommendations noted above.

6 Curriculum Review

6.1 Global Online MBA

6.1.1 The Programmes Committee considered the redesigned programme above from the Business School with effect from September 2021.

6.1.2 The Programmes Committee agreed upon the following recommendations:

- The programme information section of the programme specification could be further developed to give the student/applicant a better perspective of how the programme is being delivered. The following could be included:
 - o a brief description of what this programme is about.
 - o who how this programme aimed towards?
 - o Why choose an online programme over the on-campus MBA?
 - o The flexible structure it offers, i.e. 21 month, 24 months...etc
 - o The opportunity to learn with an international cohort.
 - o The relevance to industry and how this programme supports one's career development.
- It was suggested that if the programme learning outcomes for this programme are not bound by an accrediting body, they could be reformatted so that the sub-headings (i.e. Programme Objectives, Intellectual Skills, Practical Skills, and Transferable Skills) could be removed so that there would be a single list of refined programme level outcomes. The Programmes Committee's Educational

Development Unit Representative agreed that they would be able to review the programme learning outcomes with the Business School;

- To confirm the entry requirements would normally be the minimum of a 2:2 UK Bachelor's Degree with Honours, rather than a 2:1; it was suggested that the entry requirements could make reference the equivalent of ACCA and CIMA in other countries or their overseas affiliated professional bodies; the rewording the following sentence was also suggested "Relevant business experience undoubtedly helps in maximising the benefits of the Programme. Students with business experience can contribute more, which is to the advantage of other students and the teaching process" with "The programme will make use of the diversity of student experience and background available in the cohort";
- Further information about how the interview and GMAT would be conducted for students who are not able to attend on-campus interviews;
- Assessment Strategy:
 - o Balance of assessment – information missing for the compulsory modules – i.e. % of coursework vs Exams.
 - o How will assessments be managed to avoid those completing the programme in 21 months sharing their exam questions to those completing later?
- Year 2 Programme Structure:
 - o Students study one compulsory module, but the programme structure does not indicate which modules are compulsory;
 - o Suggest indicating the first 4 modules as elective/flex-core;
 - o As there are so many electives available for students to choose from, it was suggested that it could be useful to provide a list of "recommended electives" for each of the Flex-core stream;
 - o Confirm that there should be two Marketing Analytics elective modules in the Spring term;
 - o Exchange partner institution credits – will these credits be aligning to our standard based credit size?
- The Committee agreed that further discussions should be held with the Head of Academic Services to discuss the Programme Specific Regulations which do not follow the College's Regulations for Taught Programmes of Study.
- The ICU Student representative requested for further information about how the student consultation and the 1-2-1 discussions had been carried out.

6.1.3 The Programmes Committee agreed that once a satisfactory response has been received to the recommendations made above, it would then be prepared to recommend the approval of the programme to the Quality Assurance and Enhancement Committee.

7 Major Modifications to Existing Programmes

Faculty of Engineering

7.1 Department of Bioengineering BH9C MEng Biomedical Engineering BHV2 MEng Biomedical Engineering with a Year in Industry B9A1 MSc Biomedical Engineering BHM1 MSc Human and Biological Robotics

7.1.1 The Programmes Committee considered a proposal from the Department of Bioengineering to make changes to the programme structure of the above programmes, withdrawing the elective module offering BIOE97153 Bits, Brains and Behaviour and to replace the withdrawn module with COMP97143 Reinforcement Learning with effect from October 2020.

7.1.2 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect with the following recommendation:

- The programme team should note the College's annual modifications deadlines which falls on the 31st March- major modifications and 31st July- minor modifications.

7.2 Department of Bioengineering
H673T MRes Bioengineering
H673U MRes Medical Device Design and Entrepreneurship
H6NU MRes Neurotechnology
A3CT MRes Cancer Technology
HB90 MEng Engineering for Biomedicine

7.2.1 The Programmes Committee considered a proposal from the Department of Bioengineering to make changes to the assessment structure of the module BIOE97142 Computational and Statistical Methods for Research with effect from October 2020.

7.2.2 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect with the following recommendation:

- The programme team should note the College's annual modifications deadlines which falls on the 31st March- major modifications and 31st July- minor modifications.

7.3 MSc Geotechnics Soil Mechanics Cluster: Soil Mechanics and Engineering Geology

7.3.1 The Programmes Committee considered a proposal from the Department of Civil and Environmental Engineering to introduce a new pathway to the MSc Geotechnics Soil Mechanics Cluster of programmes- MSc in Soil Mechanics with Engineering Geology with effect from October 2021.

7.3.2 The Committee noted that the Department of Civil and Environmental Engineering would be undergoing Postgraduate Curriculum Review this year, the above proposal would be to approve the new MSc Soil Mechanics and Engineering Geology pathway which shares approximately 80-90% of the existing curriculum and allow for a further specialisation in the remaining 10-20%.

7.3.3 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with effect from October 2021

Faculty of Medicine

7.4 MBBS Academic Regulations

7.4.1 The Programmes Committee considered a proposal from the School of medicine to make an amendment to the Academic Regulations for MBBS to permit non-EU students from collaborative partnership institutions to enrol in an intercalated degree with effect from September 2021

7.4.2 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with effect from September 2021.

Imperial College Business School

7.5 MSc Economics and Strategy for Business

7.5.1 The Programmes Committee considered a proposal from the Business School to make changes to the programme structure with effect from September 2021.

The Business School had launched a new management Master's programme in 2019/20 (MSc International Management) and there was a need to identify and eliminate overlaps to ensure clear programme differentiation.

After consultation with faculty, students, alumni and the careers team, several major modifications are proposed in this document. These focus on the following key elements:

- Clear positioning away from MSc International Management – removal of generic 'management' subjects such as **Accounting** and **Strategic Marketing**
- Enhancement of 'Economics' specializations – new 20 hour specialist Economics and Strategy modules in the summer term including **Energy Business, Economics of Healthcare, Information, Incentives and Contracts, and Business Sustainability**
- Enhancement of quantitative elements within modules such as **Advanced Microeconomics** and **Advanced Macroeconomics**
- Rebalance of pedagogical delivery – the Autumn term covers core knowledge in finance, strategy and economics, building up to more applied/advanced modules in the Spring term. In the summer the students can specialize in specific areas of economics or strategy and choose electives from the Management suite programmes to tailor the programme to their individual needs. They also get to apply and integrate their knowledge in the Business Simulation, one out of three project modules (Consulting Project, Work Placement or Case Study) and the ESB report. Students who wish to do a research thesis can also opt for the Individual Research Report (IRR).
- Orientation for specific post-graduation career paths including:
 - o Specialized economic consultancy / corporate advisory areas
 - o Government & Institutional advisory areas
 - o Treasury & Banking advisory areas
 - o Retaining generic consultancy / corporate entry pathways
 - o Changes to the assessment structure and regulations.

7.5.2 The Programmes Committee agreed upon the following recommendations:

- Changes to the module Advanced Microeconomics is mentioned in the proposal but is not listed on the programme specification. The module outline was also not received;
- The module outline for a new module 'Economics of Public Policy' was received and the module is mentioned in the proposal but is not listed in the programme specification;
- The proposal states modules 'Work Placement' and 'Case Study' would change their credit size to 5 ECTS but the programmes specification and the module outline state that they are both to be 10 ECTS- please confirm that the above points are typographical errors.

7.5.3 The Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with effect from October 2021 subject to the recommendations noted above.

8 Dates of Future Meetings

Tuesday 30 March 2021, 10:00-13:00
Tuesday 18 May 2021, 10:00-13:00
Tuesday 20 July 2021, 10:00-13:00