

## University Of Glasgow

### Academic Standards Committee – Friday 18 November 2011

### Report from the University of Glasgow/Glasgow International College Joint Academic Management Board held on 5 July 2011

Mrs Jackie McCluskey, Senate Office

November 2011

#### 1 Transitional Issues

Members considered proposals submitted by GIC for transition support from the University. A paper had previously been submitted to CBoS but it had been agreed that transition issues were more appropriately dealt with by JAMB [See item 5.1]. The paper outlined a 'wish list' and suggested schedule of activities for GIC students registering in September. JAMB agreed that the 'wish list' should be submitted to the Conveners of the College Learning and Teaching Committees for consideration. It was hoped that a firm position could be agreed at the December meeting of JAMB.

#### 2 Briefing Sessions

The Board was updated on a briefing session which had been held on 15<sup>th</sup> January 2011 to raise awareness amongst the Deans of Learning and Teaching and Graduate Studies of the relationship with GIC. The session had been a success and had helped to initiate College discussions on transition.

#### 3 Visa Issues

Members were advised of the latest situation regarding the UKBA's Points Based Immigration System and the impact of the recent changes introduced in April 2011. The changes had affected GIC in a number of ways;

- *A limit had been placed on the number of CAS GIC could issue [currently 925];*
- *To lift this limit institutions would need to obtain and maintain Highly Trusted Status. [GIC had HTS which was due to expire on 5<sup>th</sup> September. They were confident of a successful renewal];*
- *GIC had now to meet specified accreditation criteria under "educational oversight". KIC was investigating QAA accreditation;*
- *For Pre-Masters provision students would now need to have an English language level of B2 (IELTS 5.5 in all skills - higher than the current requirement of B1 (IELTS 4.0 in all skills))*

GIC confirmed that the changes had affected student numbers and although GIC had not identified a preferred solution to address these changes, feedback on the University's position was requested. The possible solutions were discussed, namely:

- *GIC to be accredited directly by the QAA;*
- *GIC to be included under the University's system through a validation arrangement;*
- *GIC to recalibrate their Pre-Masters programmes to address the revised English language requirement.*

The Convener confirmed that the University did not validate sub-degree provision and to do so would present a substantial challenge. It would require a full consultation and approval process through the University's main academic committee structure as well as a full review of current validation processes to assess if they were fit for purpose. Members were advised that the University's preferred solution would be for GIC to seek accreditation with QAA and for GIC to consider a solution for the Pre-Masters English Language issue.

#### **4 University Placement System (UPS)**

In response to earlier concerns about the UPS encouraging students to go elsewhere, members were provided with a paper outlining the UPS procedure in detail. Members were assured that students experiencing difficulties were only approached about other institutions in their final term and those in the 'borderline' category were not actively approached.

#### **5. Issues from the Collegiate Board of Studies**

The Board considered the minute of the CBoS meeting held on 25<sup>th</sup> May 2011. The main items discussed were:

##### *5.1 Review of CBoS Membership and Operation*

The Board was advised that discussions at CBoS had highlighted a need to review CBoS's membership and procedures. It had been agreed that the membership was currently too unwieldy and communication was difficult. Following consideration of a paper outlining a number of proposals, the Board agreed **to approve** the following:

- Subject Moderators would be replaced on CBoS by the Deans of Learning & Teaching – [*This was subsequently supported by the Deans*].
- The remit of CBoS would remain unchanged
- Responsibility for issues relating to transition would move to JAMB. However responsibility for monitoring student progress would remain with CBoS. The remit of JAMB would be amended to reflect this.
- The membership of JAMB would remain unchanged. It was acknowledged however that it may need to be reviewed once the new membership of CBoS had embedded.
- Termly monitoring should continue for English Language and Academic Skills. The proposal had been to introduce annual monitoring for ELT and Academic Skills in line with the other subject areas. However, following feedback from the Subject Moderator it was agreed that termly monitoring should remain.

##### *5.2 Articulation Lists*

5.2.1 Subject to minor amendments, members approved the articulation lists for session 2011-12.

5.2.2 Following difficulties experienced in the approval procedure, a paper had been submitted to JAMB outlining suggested enhancements to the procedure for next session.

The main difficulties experienced had been as a result of University restructuring and the development of a large suite of PGT programmes which had only been formally approved in May. Restructuring had introduced new staff in each College – Recruitment, Conversion and

Marketing Officers. It was felt that the RCMOs had a greater oversight of programmes within each College and were better placed to advise on the pathways.

In addition, the approval process for the PGT programmes had highlighted timing difficulties, specifically, a mismatch between the formal approval process involving CBoS and JAMB and GIC's timetable for the production of the GIC prospectus. After detailed discussions members agreed on the following:

- *JAMB would continue to maintain an oversight of the process and the remit would be amended to clarify this;*
- *The articulation lists would be formally approved by JAMB in December each year. Any ad-hoc requests for changes to the UG (Foundation Certificate) pathways could be submitted to JAMB in July.*
- *Any new Masters pathways could be added throughout the session following liaison between RIO; the RCMOs via the Course Convenors and GIC. Such changes would still be approved by Dean of Learning and Teaching, Director of RIO and Director of GIC;*
- *RIO's first point of contact for updating the information in the Colleges would be the RCMOs but changes would continue to be approved by the Dean of Learning and Teaching, Director of RIO and Director of GIC.*
- *GIC would consider including wording within their prospectus to direct students to the website as a source of the most up-to-date information on pathways.*
- *As previously agreed, any strategic changes to the articulation lists should be submitted to Joint Strategic Management Board (JSMB). An example would be the inclusion of pathways within a new College.*

### 5.3 Programme Documentation

#### 5.3.1 Existing Provision

JAMB **approved** proposals for minor amendments to existing provision for September 2011 as recommended by CBoS

#### 5.3.2 New Provision

Members **approved** proposals for new provision as recommended by CBoS. Specifically, a new *Foundation Certificate in Business* programme to address the suspension of the Diploma in Business and a new Pre-Masters module - "*Contemporary Organisational Behaviour*".

## 6. Extension of the KIC/UoG Contract

The Convener advised members on discussions regarding the extension of the contract with GIC. He highlighted that since the contract had originally been signed the JSMB had been established and JSMB now had overall responsibility for the strategic and contractual aspects of the partnership, including any decision to extend. Members of JSMB had been in discussion with KIC and agreement had been reached to extend the contract and amend it to highlight the role of JSMB. Input from the JAMB members had, however, convinced JSMB of the need to retain a operational academic review as had been originally planned.

It was likely that the review would be a formal academic review along the lines of the University's Periodic Subject Review process. It was agreed that the University would be sensitive to issues of scale and the process would be tailored to suit GIC's provision. The review would take place no later than academic session 2013-14, if not sooner.

## **7. KIC Updates**

The Board was advised of the following developments within KIC:

- A new College linked with the University of Brighton was due to open in September 2011;
- KIC was currently developing its VLE with a view to encouraging more use. GIC was currently using Moodle, the VLE used by the University, which had the advantage of introducing the students to it prior to articulating to Glasgow. Members were advised however that over the next year it was likely that GIC would be encouraged to use the KIC VLE. The Convener added that the University would be introducing a SharePoint portal which might offer opportunities of working together. GIC agreed to contact the relevant staff within the University's Management Information Services to discuss further.
- A new Learning, Teaching and Assessment strategy had been developed for KIC by CLIQ, KIC's Centre for Learning, Innovation and Quality. GIC staff were currently reviewing the strategy with a view to identifying its impact on GIC operations.
- CLIQ had also introduced a new Learning and Innovation Fund which offered staff the opportunity to apply for funding for specific projects. GIC members were directed to the University's Learning, Teaching and Development Fund for information on funded projects and relevant academic contacts.