

University of Glasgow

Academic Standards Committee – Friday 14 November 2014

Annual Report from the University of Glasgow/Glasgow
International College Joint Academic Management Board -
Academic Session 2013-2014

Mrs Jackie McCluskey. Academic Collaborations Office

1. Remit and Membership 2014-151.1 *Joint Academic Management Board (JAMB)*

The Remit and Membership of JAMB for 2014-15 was agreed at its June meeting (Attached as **Appendix 1** for information). There were no changes to the remit, however the membership was amended to reflect; the increased engagement of the College of MVLS with GIC; the replacement of the Director of the Senate Office on Joint Boards with the Head of the Academic Collaborations Office; the new Convener of the Collegiate Board of Studies (see section 1.2); and the new Academic Director at GIC. The College of Arts had yet to engage with GIC so was not currently represented on JAMB.

1.2 *Collegiate Board of Studies (CBoS)*

At its meeting in June, JAMB **resolved to approve** the Remit and Membership for CBoS for 2014-15 (Attached as **Appendix 2** for information). The remit had been amended to reintroduce a role for CBoS for maintaining oversight of the pathways available to GIC students. It had been agreed that CBoS would be in a position to identify where there is not a Subject Moderator in place.

The membership had been amended to reflect; the change of Convener and Clerk - Professor Robbie Paton had been replaced as Convener by Mr Fred Cartmel and Dr Kenneth Hutton had taken over from Dr Geraldine Perriam as Clerk; Dr Esther Daborn had been replaced by Ms Anneli Williams; Professor John Davies had replaced Professor David Fearn as Dean of Learning and Teaching for Science and Engineering; Dr Neil Macleod had replaced Ms Lisa Robinson as Academic Director of GIC; and there was a new Subject Leader for ELT and Academic Skills at GIC, Mrs Emma Bitterberg. It had been recognised that there was also a need for a representative from RIO to join the Board to support the discussions on the Articulation Pathways. Although no longer members of CBoS, JAMB was advised that a new Subject Moderator had been appointed for Economics and Finance (Pre-Masters). The full list of Subject Moderators is attached as Appendix 3 for information).

2. Student Transition and Progress

At its meeting in December, JAMB considered data comparing the performance of GIC students against other international students. It was noted that the overall performance of GIC students was equal to, or in some cases, better than the mean for other international students. Although there appeared to be a noticeable improvement in the School of Engineering, the figure was still below the mean score for international students. It was suggested that it was due to a general work ethic issue which varied per cohort and members felt it was likely to be reflective of the change to self-directed learning within UoG. There was acknowledgement however that the number of students was small in the case of Engineering and there were added difficulties in some cases in obtaining meaningful data for GIC students at Glasgow. Members were

advised that a working group, involving the Director of Admissions at Glasgow, would be established to consider the availability of data in relation to GIC students. It was also agreed that the transition work currently being undertaken in the College of Social Sciences should be extended to include the College of Science & Engineering.

3. Proposed Developments

3.1 *KIC International College London – International Year 1 – Multi Pathway Provision*

JAMB discussed further the proposal submitted by KIC for the development of a multi-pathway provision via the KIC International College in London where students would not be required to identify their choice of College at the point of entry but would be offered a number of pathway options across the Colleges. Members were advised that this was no longer a focus for GIC given the work they were currently undertaking to address the student diversity issues within the Adam Smith Business School (see section 6.3.1).

3.2 *GIC Masters Enhancement Programme*

GIC submitted a proposal at the December meeting of JAMB to provide UoG direct entry Masters students with a 8 week non-credit bearing preparatory programme particularly for those students studying Science or Engineering programmes, which would offer them an opportunity to acclimatise to life and study in Scotland. It had been seen as a tool to help address the issue of diversifying the student population. Members were assured that there would be no overlap with the programmes provided by the EFL Unit. It was recognised that there might be visa issues but the hope was that it could be viewed as an UoG product which would alleviate any difficulties. The University members of the Board supported the proposal in principle subject to further exploration of any potential overlap with the current induction process.

4. Articulation Pathways for 2013-14

4.1 During 2013-14, JAMB considered the detail of the articulation pathways as well as the outcome of the review of the process for approving them. The RIO representative assured members at the June meeting that the process was now acceptable to all parties and that it had been agreed that the Subject Moderators would act as the College contacts but that the Deans of Learning & Teaching would maintain oversight of the lists through their role as members of the Collegiate Board of Studies (CBoS). This was particularly relevant given the reintroduction of this responsibility to CBoS.

4.2 JAMB **agreed to endorse** the articulation lists for 2013-14 subject to a few amendments, namely, the removal of the MRes programmes by the College of Medical, Veterinary & Life Sciences; and the withdrawal of 2 programmes in the College of Social Sciences. The MRes programmes had been deemed to be no longer viable due to the significant lab resource required for a small number of students.

5. UK Home Office

There were no particular issues raised relating to visas and immigration throughout session 2013-14. Kaplan International College had obtained its Highly Trusted Sponsor (HTS) status and in parallel they had received a 'commendable' result from the Quality Assurance Agency following its Embedded College review (ECREO). Given KIC's 'commendable rating', with the exception of one college in London, KIC had not undergone a QAA monitoring visit. KIC's college in the University of Bournemouth had undergone a successful full review as they had appointed a new Academic Director and had moved site. The KIC college with the University of the West of England had also been subject to a full review as the link had been established since the last review.

KIC reported that there was likely to be a movement towards a tiered system of HTS, for example, HTS Plus, which would likely result in different levels of scrutiny. In addition, members were advised by KIC that the main impact of the new Immigration Bill, which had recently been given royal assent, was the need for students to pay a health services levy which, together with the visa fee and police registration fee, would increase the upfront payment that an incoming student on a four year degree had to pay from around £332 to £944 and that if this was not funded there was a potential impact on the number of students studying in the UK.

6. Issues from the Collegiate Board of Studies (and not already covered in the report)

Members considered the minutes of the meetings of the Collegiate Board of Studies held on 21 November 2013 and 28 May 2014 and discussed the following issues in detail:

6.1 Annual Monitoring

GIC staff had experienced difficulties with the timing of the new annual monitoring procedure previously introduced by CBoS and had been unable to respond in a timely and meaningful way. A meeting was held with the Subject Moderators and GIC staff to look at the detail of the scrutiny process which resulted in the procedure being amended to reflect the responsibility of the Deans of Learning and Teaching in maintaining an overview. In addition, the Subject Moderators had been given a more direct role and deadlines had been amended. The changes were acceptable to all parties

6.2 Changes to Provision (Existing and New Provision)

6.2.1 Following recommendation by CBoS, JAMB **agreed to approve** changes to the delivery of existing Economics modules at Foundation Certificate level from September 2014 – specifically Micro Economics would be delivered in term one and Macro Economics in term two as opposed to the current position whereby Micro and Macro Economics were delivered as one module in term one and the International Economy module delivered in term two.

6.2.2 Members noted that, due to an identified market need, GIC was considering the introduction of a pathway to Computing Science programmes involving the creation of a bespoke programme. A detailed proposal would be submitted to JAMB for approval by CBoS during session 2014-15.

6.3 Adam Smith Business School

The Board discussed the issues that the Head of the Adam Smith Business School (ASBS) had raised at the September meeting of Joint Strategic Management Board (JSMB). The main issues were:

6.3.1 Diversity in Recruitment

A particular difficulty for ASBS related to diversity in the student body. The University had been successful in recruiting directly from China in its own right and it was agreed that a more synchronised approach between UoG and GIC was required to try to address the diversification issues. GIC was now focussing its efforts on helping the University to achieve more diverse cohorts. As part of this, GIC agreed to review ways of improving the communication between ASBS and GIC.

6.3.2 Performance Data

The Head of ASBS had raised issues regarding the performance of the GIC's Chinese students in tutorial and group work. JSMB felt that some of the comments had been anecdotal and seemed to contradict data previously provided to JSMB. The Head of

ASBS therefore agree to review the performance data for GIC students over the summer.

6.4 *Informal Class Observations*

It was agreed that staff from both GIC and UoG would attend classes at both institutions.

7. **Academic Review**

At its December meeting JAMB agreed to a postponement of the Academic Review due to resource difficulties in GIC and the University's Academic Collaborations Office who would be supporting the process at UoG. It was agreed that the review would now take place in January 2015.

8. **GIC/KIC Updates** *(not already covered in the report)*

The Board was advised of a number of developments within GIC and KIC during session 2013-2014. These included the following:

GIC

- 8.1 Members were provided with a copy of a report which had looked at the impact of the new curriculum and academic year structure on performance on a sample of 8 modules. Members were assured to note that the report outlined a largely positive picture. Attendance was still an issue in some modules but there had been increases in some module scores as a result of the new curriculum. Results for one mathematics module had decreased and GIC confirmed they were looking at this closely. GIC was encouraged to contact the Mathematics Adviser and Coordinator of the University's Student Mathematics Support Unit which had recently won an award for supporting mathematics based subjects. Although the Unit would not be in a position to support GIC students it would be able to offer some guidance. GIC was also encouraged to undertake a further evaluation in a year's time.

KIC

- 8.2 In September, KIC opened an additional College – BUIC - which was affiliated to the University of Bournemouth. To date, approximately 150 students had registered.
- 8.3 A high specification teaching facility had opened in Nigeria which would run preparatory courses for students going to US partners. The plan was to create a UK pathway route at a later stage. The RIO representative reported that she had visited the facility and that there had been dialogue with KIC regarding the potential for the University to use the facility during the summer period.
- 8.4 KIC had introduced a programme in Hospitality and Tourism in their Brighton College. It was agreed that KIC would keep the University advised on the new programme as Hospitality and Tourism was an area of potential growth for Glasgow. In addition, KIC had developed a new programme in petroleum engineering in Nottingham with pathways to Salford and Aberdeen Universities.

9. **UoG Updates**

The Convener updated GIC and KIC members of the Board on the University's plans to expand the campus. Business cases were being prioritised for the development across the whole site including the site of the Western Infirmary. The Convener advised that one possible development would be a new learning and teaching hub with teaching capacity for up to 1000 students and potential lecture theatre space for 800

with a social hub located nearby. Members were also advised about the plans to use the Bute Hall as a teaching venue from session 2014-15.

University Of Glasgow
Glasgow International College

Joint Academic Management Board

Remit and Composition 2014-2015

June 2014

Remit

The Joint Academic Management Board (JAMB) has been established by the Senate of the University of Glasgow (UoG) and Kaplan, Inc, and is responsible for all academic issues relating to the establishment and operation of Glasgow International College (GIC) programmes. In detail, the remit of JAMB is:

- to consider the programme/course recommendations submitted by the Collegiate Board of Studies (CBoS);
- to approve proposed programmes and courses and changes to them;
- to consider issues relating to the transition of GIC students to the University;
- to consider and approve GIC's External Examiner nominations;
- to consider the Annual Course Monitoring report submitted by CBoS and recommend changes where necessary;
- to approve the pathways available to GIC students;
- to report to the Academic Standards Committee (ASC) on programme approval matters and the Senate on strategic matters as appropriate.

Composition

- Convener (Principal of the University of Glasgow or his nominee)
- University Representatives (three, including the Convenor of the CBoS)
- GIC Representatives (three)
- Clerk - Member of Academic Collaborations Office staff

Frequency

The JAMB will meet twice a year. This will normally be in December and July of each academic session. Additional meetings can be arranged out with these times if deemed necessary.

Quorum

At least two members of each party must be present at each meeting. No resolution can be passed unless all members present have voted in favour of the resolution.

University Of Glasgow
Glasgow International College

Joint Academic Management Board

Membership List

2014-2015

University of Glasgow

Convener	Professor Frank Coton
Convener of CBoS and College of Social Sciences Representative	Mr Fred Cartmel
College of Science & Engineering Representative	TBC
MVLS Representative	TBC
Head of Academic Collaborations Office (or nominee) and Clerk	Mrs Jackie McCluskey
RIO Representative	Katy Scott

Glasgow International College

KIC Representative	Dr Victoria Crane
Director	Mr Paul Lafferty
Academic Director	Dr Neil MacLeod

June 2014

UNIVERSITY OF GLASGOW
GLASGOW INTERNATIONAL COLLEGE

Collegiate Board of Studies

Remit, Composition and Membership 2014-2015

Remit

The Collegiate Board of Studies (CBoS) has been established by the Senate of the University of Glasgow (UoG) to assure the quality and standards of programmes and courses to be delivered by Glasgow International College (GIC). In detail, the remit of CBoS is:

- to scrutinise GIC's proposals for new programmes/courses, and for changes to existing programmes/courses, and to recommend their approval where justified;
- to consider GIC's annual course monitoring reports, and to recommend programme/course changes where necessary;
- to maintain oversight of the pathways available to GIC students;
- to make recommendations to the UoG/GIC Joint Academic Management Board;
- to report on its activities to UoG's Academic Standards Committee and the relevant UoG Colleges.

Composition

- Convener (Also a member of the JAMB)
- Deans Learning and Teaching
- College Representatives on ASC
- GIC representative (one or more)
- ASC representative
- Director of Language Centre (or nominee) - co-opted member
- Clerk - Member of Senate Office

Frequency

The CBoS will meet twice a year for programme and course approval, and annual course monitoring.

Quorum

At least three members of each party must be present at each meeting.

Glasgow International College

Collegiate Board of Studies

Membership List

2014-2015

University of Glasgow

Convener	Mr Fred Cartmel
Clerk	Dr Kenneth Hutton
<i>Co-opted Members*</i>	
Director of Language Centre & EFL Unit (or nominee)	Ms Anneli Williams
Adviser of Studies, College of Social Sciences	Mr Fred Cartmel (ex officio)
Dean of Learning & Teaching - MVLS	Professor Jill Morrison
Dean of Learning & Teaching - Science & Engineering	Professor John Davies
Dean of Learning & Teaching - Social Sciences	Dr Moira Fischbacher-Smith
Representative for Academic Standards Committee	Professor Bob Hill

*Subject Co-ordinators may also be co-opted by the Convener on occasion.

Glasgow International College

Academic Director	Dr Neil A MacLeod
Programme Leader (Business, Soc Sciences & Law)	Ms Anna MacVicar
Programme Leader (Science & Engineering)	Dr Neil A MacLeod
Subject Leader (ELT and Academic Skills)	Mrs Emma Bitterberg
Academic Services Manager	Carol Mitchell
Observer	

*Subject Co-ordinators may also be co-opted by the Convener on occasion.

Subject Moderators (Session 2014-2015)

Subject Moderator (Biology)	Dr Chris Finlay
Subject Moderator (Chemistry)	Professor Robert Hill
Subject Moderator (Computing Science)	Dr Helen Purchase
Subject Moderator (Economics)	Mr Tony Gloyne
Subject Moderator (Engineering)	Dr Trevor Davies
Subject Moderator (UG Business & Management and BSSL Pre-Masters)	Dr James Wilson
Subject Moderator (Mathematics)	Dr Jon Nimmo
Subject Moderator (Physics)	Dr Peter Sneddon
Subject Moderator (Politics)	Dr Paul Graham
Subject Moderator (Sociology)	Dr Teresa Piacentini
Subject Moderator (Law)	Professor Robin Geiss
Subject Moderator (English Language and Study Skills)	Ms Anneli Williams
Subject Moderator (Economics and Finance Pre-Masters)	Dr Mark Aleksanyan