University of Glasgow

Academic Standards Committee – Friday 19 May 2017

Report from the Meeting of the Joint Liaison Committee of the University of Glasgow and The Glasgow School of Art held on 1 February 2017

Robbie Mulholland – Clerk, Joint Liaison Committee

1. **Remit and Membership of the Joint Liaison Committee for 2016-17**

   Changes to membership of the Committee were as follows
   - Professor Ken Neil who was attending in his new position as Deputy Director (Academic);
   - Dr Paul Chapman (Acting Head of the School of Simulation and Visualisation);
   - Ms Barbara Ridley (Acting Head of the School of Design); and
   - Professor David Cumming (UoG School of Engineering representative).

     Academic Standards Committee (ASC) is asked to approve the remit and membership of the Joint Liaison Committee for 2016-17, as specified in Appendix 1.

2. **Memorandum of Agreement and Joint Programmes Agreements (JPAs)**

   The Memorandum of Agreement (MoA) was being reviewed by GSA's Registrar and Secretary and UoG's Deputy Secretary. On completion of the review, both institutions' solicitors would examine the document. The Joint Programme Agreements (JPAs) for the programmes run jointly by UoG and GSA were close to completion, along with a Service Teaching Agreement (for the BEng/MEng Civil Engineering with Architecture) and a Data Processing Agreement. The intention was to finalise these for consideration by GSA's Academic Council in May and its Board of Governors in June 2017. This timeline would enable completion of all required documentation before 1 October 2017 – this being the effective start date of the new agreements.

3. **Use of Personal Data**

   Following dialogue between GSA and the University, it had been agreed that the most effective way to ensure that GSA graduates did not receive University alumni information, was to amend the University Ordinance, which governs General Council membership. If approved, the revised Ordinance would ensure that GSA graduates were excluded from membership of the University General Council from the outset. The Academic Collaborations Office (ACO) would liaise with the Court Office and GSA to bring forward a suitable amendment. In addition, ACO and GSA would liaise on wording suitable for inclusion in student materials, for example, registration information. In the meantime, interim arrangements had been agreed with the University's Development and Alumni Office (DAO) to ensure that, as far as possible, no University alumni information was sent to GSA graduate

   [Clerk's note: Further dialogue has since taken place between UoG and GSA regarding the use of alumni information. It has been agreed to investigate other, more pragmatic, solutions to this issue which do not involve the amendment of the University Ordinance governing General Council membership.]

4. **Growth Plans**

One of the key goals of GSA's Strategic Plan was to achieve a minimum 25% growth across its entire portfolio of activity within 3 years. GSA's student numbers and admissions figures showed that it was on course to achieve this.

5. **ELIR – 2016 Follow-up Event**

The Committee noted that GSA had fulfilled the necessary requirements linked to ELIR 3. ELIR 3 was now closed and GSA was now working towards ELIR 4.

6. **Annual Report from the Glasgow School of Art for Session 2015-16**

6.1 Appointment of Deputy Directors

Following the Executive Group-level review of professional services and academic provision at GSA, several key senior appointments had been made. These included:

- the appointment of Professor Ken Neil to the post of Deputy Director (Academic) in September 2016. This post had line management responsibility for the four Heads of Schools, the Head of Learning and Teaching and the Head of Research and Enterprise; and
- the appointment of Professor Irene McAra-McWilliam to the post of Deputy Director (Innovation). Professor Irene McAra-McWilliam's remit included the oversight of several large projects including the Creative Campus (Highlands and Islands) in Altyre, Forres, the Institute for Design Innovation (InDI), and the planning of the new First Year Student Experience. This latter initiative would coincide with the re-opening of the Mackintosh Building in September 2019.

The post of Head of Research and Enterprise was currently being filled. A new Head of Doctoral Studies post had been created and this would report to the Head of Research and Enterprise. Both post holders would have key roles in supporting initiatives to improve graduate attributes and employability across GSA.

6.2 Creative Campus (Highlands and Islands), Altyre, Forres

A panel from the University, comprising members of staff from the Learning Technology Unit (Learning Enhancement and Academic Development Service (LEADS)) and the Academic Collaboration Office had visited GSA's new Creative Campus (Highlands and Islands) in Altyre, Forres in August 2016. The main purpose of the visit had been to establish that the learning experience and facilities available at the new campus were of a standard at least equivalent to GSA's main campus. The feedback from the visit had been very positive and a report of the findings had been submitted to ASC in September 2016. The report contained 5 commendations and 10 recommendations, the majority of which related to Health and Safety matters.

The official launch of the campus had taken place in January 2017 as part of GSA's Winter School. Students and academics were joined at the launch by local businesses, community leaders and international visitors. The launch generated much valuable publicity and already the campus has established many positive links with businesses and community groups within the local community.

[Clerk's note: A report detailing the responses and progress made by GSA in implementing the recommendations from the Report was received by ASC in March 2017. The majority of the recommendations had been carried out and ASC agreed that no further update on the Altyre Campus was required from GSA].

6.3 Admissions Procedures

The on-going development of the GSA postgraduate online application system had continued well since its roll-out in November 2016. There had also been an increase in electronic portfolio uploads as part of the application process. PG applications were up 50% on last year, with much of the increase coming from applicants based in China. UG applications were down slightly on the previous year, in line with the majority of the sector.

GSA had undertaken a review of the Competitions and Markets Authority guidelines in relation to consumer rights regulations and, as a result, had decided to revise the format of offer letters issued to applicants. Some other information on the GSA web-site which related to admissions procedures had also been amendment. The Executive Group at GSA was being provided with regular updates regarding the potential impact of these changes.

6.4 National Student Survey (NSS) and Postgraduate Taught Experience Survey (PTES)

GSA had undertaken an analysis to assess what strategic enhancements could be made to improve the student experience at GSA and consequently NSS/PTES outcomes. The results of this exercise would be considered by the Learning and Teaching Enhancement Working Group and also feed into the Learning and Teaching Enhancement Strategy.

6.5 Programme Monitoring and Annual Reporting (PMAR)

The Committee noted the following matters considered by the most recent GSA Programme Monitoring and Annual Reporting Meeting:

- Discussions were taking place between the Head of Policy and Governance (Deputy Registrar) and the Learning and Teaching Team with a view to streamlining processes and paperwork relating to PMAR;
- GSA was developing a Personal Tutor Scheme for all undergraduate students. It was hoped to implement this by session 2017/2018;
- GSA had been examining ways by which it could improve communications with representatives of the student body. Professor Neil had met with GSASA President, Ms Glennie with a view to helping to identify and resolve potential difficulties faced by students at an earlier stage, thereby hopefully helping to improve GSA's NSS and PTES results; and
- GSA was supporting the development of an institution-wide student handbook. This handbook would incorporate information on programmes, School policy and practices and also advice on student support services.

6.6 PGT Credit Reform/Learning and Teaching Enhancement Strategy

The Committee noted that PGT credit reform was one of the listed co-ordinated actions in GSA's Learning and Teaching Enhancement Strategy 2015-2018. The aim of PGT credit reform was to bring GSA's PGT credit structure into line with the University, the rest of the Scottish Higher Education sector and also to facilitate more flexibility with regard to curriculum development and future strategic initiatives. The structure of all PG programmes at GSA were being reviewed to assess how best to implement the process of reform. It was hoped that the new credit structure would be in place by September 2019.

6.7 *Academic Appeals/Student Complaints/Academic Related Cases*

Academic Appeals

Ten academic appeals against Exam Board decisions had been submitted in 2015/16.

Student Complaints

In line with the rest of the sector, the Head of Policy and Governance (Deputy Registrar) was of the view that not all complaints being resolved at the front-line stage were being logged. At GSA, more discussion was required with Schools in order to alert them to what was considered to be a complaint and how it should be logged. This issue had also become apparent at the University. GSA reported that no difficulties were being experienced with dealing with complaints within the 20-day limit.

6.8 *Semesterisation*

In June 2016 the GSA Executive Group had approved a proposal to change the structure of the academic year from a term-based system to a semester-based system. This change was due to take effect from academic year 2017/18. During session 2016/2017, GSA would undertake an impact assessment to assess the effect that the introduction of semesterisation was likely to have on several key processes and services, such as examination boards, registration and accommodation services.

6.9 *Campus Re-development*

The Committee noted that several major building projects were underway at GSA and this included:

Restoration of the Mackintosh Building:

- The main contractor for the reconstruction of the Mackintosh Building is Keir Construction, Scotland. They had commenced work in July 2016 and the whole project was expected to be completed by Spring 2019;
- Research work had been undertaken to establish the nature of the original fixtures and fittings within the Mackintosh Building library. The intention of the renovators was to replicate the look of the library when it was first built. As a consequence, much of the replacement wood panelling within the library would be of a lighter colour than that which had been in place immediately prior to the fire;
- Several GSA sponsored activities and events had been organised to help support the restoration work and the restoration fund. This included a sale of art-work fashioned from the fire debris by a group of international artists.

Re-development of the former Stow College Building:

- BDP had been appointed as Project Architects;
- Meetings had taken place with Glasgow City Council to try and develop better inter-connections and access routes around the Stow College Building;
- The upper floors of the building had been opened up and stripped back to the original 1930's design to create large open-plan studio space;
- The re-development of the Stow College Building would allow the School of Fine Art to be located on one site for the first time for many years. It was hoped this would create an even stronger sense of identity amongst students and contribute to an enhanced learning experience; and
- There would be a phased decant to the building with partial occupation from September 2017 and full occupation from September 2018.

[Clerk's note: It was subsequently confirmed that there would be no phased decant, and entry to the new accommodation would take place in September 2018. Staff and students had been informed and interim arrangements for 2017/18 were in place.]

6.10 Responses to External Examiners' Reports

GSA's responses to external examiners' were **noted** by the Committee. The Committee was assured by the responses in the Annual Report and there was no further comment.

6.11 Associate University Teachers

The Committee approved the staff outlined in the Annual Report as Associate University Lecturers and **resolved to recommend** them to ASC for approval. [A list of the new staff is attached as Appendix 2].

[Clerk's note: ASC is asked to note that the designation 'Associate University Lecturer' replaces the previously used title 'Associate University Teacher' for staff at validated institutions. This is in line with ASC minute ASC/2016/37.1]

6.12 GSA Singapore

The Acting Head of the School of Design drew the Committee's attention to the following matters of interest:

- A successful graduation event was held on 12 July 2016. The Examination Boards, Degree Show and graduation had taken place over a short period of time but, nonetheless, had passed off successfully;
- Dr Donna Leishman had been appointed as Head of Communication Design and Mr Chris Hand had been appointed as Programme Director in Singapore;
- Ms Ridley had just returned from a successful visit to Singapore and reported that the collaboration arrangements were working well;
- A Review of the collaborative provision between GSA and the Singapore Institute of Technology had taken place in October 2016. The Review Panel had made six commendations and eight recommendations;
- External examiners' reports had identified issues with workshop provision, however, this matter had now been resolved; and
- The GSA Singapore graduation date for summer 2017 was still to be confirmed.

[Clerk's note: GSA has confirmed that the GSA Singapore Graduation will take place on 27 June 2017.]

7. General Data Protection Regulation (GDPR)

The GSA Head of Policy and Governance (Deputy Registrar) was preparing a paper on the impact of the General Data Protection Regulation (GDPR). This new legislation would come into force in May 2018 and its provisions were anticipated to have wide-ranging implications for the sector. She would keep the University informed regarding this matter.

8. Teaching Excellence Framework (TEF)

The Committee noted that GSA, in common with the majority of the Scottish sector, had decided not to participate in TEF 2.

9. **Student Business**

The Vice-President of GSA Student Association (GSASA) drew members' attention to the following items:

- Final documentation regarding the updated Relationship Agreement between the GSA and GSASA was being finalised;
- Class representative training had been delivered in conjunction with the Student Partnerships in Quality Scotland (SPARQS). The training offered more individualised and specific support than that which had been previously available;
- Two information booklets had been provided for all students and studio staff. One explained the key differences between the GSA and GSASA committees and the other focussed on the wider committee structure within GSA;
- A student protest had taken place at GSA on 27 October 2016. The Vice-President advised that the protest was to highlight students' concerns around a perceived lack of transparency and effective communication in the way that students were made aware of GSA's long-term plans regarding operational and structural changes. The protest had led to a series of meetings between student representatives and management at which it was acknowledged that there was a need to review the current structures which were in place for student representation. GSA was supportive of changes which were subsequently proposed and it was now working in liaison with GSASA to take these forward. The Vice-President noted that GSASA's Student President and Student Engagement Coordinator were members of the Learning and Teaching Enhancement Working Group and would play a key role in the groups' future discussion around issues regarding student representation and related matters;
- GSASA also continued to work in conjunction with GSA to host a Director's Forum. This student-led event provided students and staff with an opportunity to engage with the Director on sector-wide issues; and
- GSASA's continued to offer students an extensive programme of social and education events throughout the year.

10. **Visas and Immigration**

The Head of Policy and Governance (Deputy Registrar) reported that GSA Schools and Registry at GSA had recently undergone an unannounced internal audit. The Committee was pleased to note that only one minor recommendation had arisen as a result of the audit.

She also noted that GSA had recently received an informal visit from their UKVI Account Manager. There had been an earlier suggestion by UKVI that the percentage threshold of Visa refusals might go down to 5%, but more recent information had indicated that this was expected to remain at the current level of 10%. She advised the Committee that most Visa refusals were due to financial reasons and included students providing details of business, rather than personal, financial information. The UKVI had offered to assist with any particularly complex cases which GSA encountered.

University of Glasgow and the Glasgow School of Art

Remit, Composition and Membership of the Joint Liaison Committee 2016-17

Remit

The Joint Liaison Committee (JLC) is a sub-committee of the University's Academic Standards Committee and Senate. The JLC will meet annually to consider a report provided by the Glasgow School of Art (GSA) on the performance of all programmes leading to awards of the University delivered wholly or jointly by GSA. It will:

- monitor and approve academic standards, quality assurance procedures and enhancement of quality processes;
- monitor and approve the quality of the learning opportunities for students;
- monitor the quality of the management and enhancement of the student experience;
- promote dialogue on areas in which quality might be enhanced;
- encourage and support critical reflection on practice;
- identify good practice for dissemination as appropriate; and
- report to Senate through Academic Standards Committee.

Composition and Membership

University of Glasgow

Clerk of Senate and Vice Principal (Convener)	Professor John Briggs
Head of College of Arts (or nominee)	Professor Nick Pearce
SRC President (or nominee)	Mr Ameer Ibrahim
Head of School of Culture and Creative Arts (or nominee)	Professor Dimitris Eleftheriotis
Head of School of Engineering (or nominee)	Professor David Cumming
UoG representative on GSA Academic Council	Professor Elizabeth Moignard
UoG Representative on GSA Programme Monitoring and Annual Reporting	Professor Clare Willsdon
Head of Academic Collaborations Office (or nominee)	Mrs Jackie McCluskey

The Glasgow School of Art

Deputy Director (Academic) (Vice-Convener)	Professor Ken Neil
Head of Policy and Governance (Deputy Registrar)	Mrs Janet Allison

President of the Students' Association (or nominee)   Ms Laura Glennie

Head of School of Fine Art   Professor Alistair Payne

(Acting) Head of School of Design   Ms Barbara Ridley

Head of Mackintosh School of Architecture   Professor Chris Platt

(Acting) Head of School of Simulation and Visualisation   Dr Paul Chapman

Head of Learning and Teaching   Professor Vicky Gunn

In attendance

Mrs Anita Clarke, Administrative Assistant, Academic Collaborations Office (UoG) (Minute taker)

Ms Lisa Davidson, Policy and Governance Manager (GSA)

Mr Robbie Mulholland, Academic Collaborations Manager (UoG)

January 2017

New Teaching Members of Staff to be Approved as Associate University

Lecturers

NAME	DEPARTMENT	QUALIFICATIONS
Thomai Pnevmonidou	School of Design	MA Architecture MA Interior Design
George Jaramillo	School of Design	BA Architecture MSc Historic Preservation PhD Human Geography
Anthony Brotheridge	School of Design	BA Fashion Design
Mhairi Maxwell	School of Simulation and Visualisation	PhD Archaeology, Material Culture Studies MA Material Culture Studies
Tine Thorup	School of Design	MA Fine Art Sculpture MSc Anthropology of Art and Visual Culture MSc Organisational Innovation
Jennifer Baillie	School of Design	PhD Design
Sandra Neves	School of Design	PhD Design related to healthcare
Laura Edbrook	Fine Art Context and Theory	MA Visual Culture
Rachael Grew	Fine Art Context and Theory	MA English Literature and Art History MPhil Art History PhD Art History
Laura Guy	Fine Art Context and Theory	MS Photographic Image MA Culture and Media Production Dr Philos Art History and Visual Culture (underway)
Jay Bradley	School of Design	BSc (Hons Software Engineering PhD Informatics
Edwina Attlee	Mackintosh School of Architecture	MA English Literature PhD Humanities and Cultural Studies
Michael Stubbs	School of Fine Art	PhD Fine Art
Donna Leishman	School of Design	MA Design PhD Visual Communication

Neil Clements	Fine Art Context and Theory	BA (Hons) Fine Art
James Houston	School of Design	BA (Hons) Visual Communication
Andrew Robertson	School of Design	BA (Hons) Textile Design
Laura Aldridge	School of Fine Art	MA Fine Art
Joanna Peace	School of Fine Art	BA (Hons) Fine Art
Iain Aitchison	School of Design	MA Design PhD Design Education
Georgina Wall	School of Fine Art	BA (Hons) Drawing and Painting MA Photography and Philosophy PhD Practice led photography and philosophy
Andrew Marshall	Mackintosh School of Architecture	BSc (Hons) Architecture
Anna Poston	Mackintosh School of Architecture	MArch Architecture PhD Sustainable Built Environments (underway)