Imperial College London

Programmes Committee (PC)
Tuesday 19 February 2019
9:30-18:00
The Games Room, The Ampersand Hotel, South Kensington

Present
Dr Edgar Meyer (Chair), Ms Jolande Bot-Vos, Dr Lorraine Craig, Ms Lucy Heming, Dr Jo Horsburgh, Professor Jonathan Mestel, Professor Sue Smith, Dr Felicitas Starr-Egger, Dr Mike Tennant (Deputy Chair), Dr Vijay Tymms, Ms Judith Webster. Ms Men-Yeut Wong (Secretary) and Ms Betty Yue.

Apologies
Mr Alejandro Luy, Ms Ute Thiermann, Mr Rob Tomkies and Dr Roberto Trotta.

1	**Welcome and Apologies**

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

2   PC.2018.41 Minutes of the Previous Meeting
The QAEC report of the decisions and recommendations taken at the 27 November 2018 meeting of the Programmes Committee were approved as an accurate record.

3   Matters Arising

3.1   ***Programmes Committee- March 2019 Away Day and holding date for business as usual items:*** The Chair reminded members that the March 2019 meeting of the Committee would again be an away day and that the format of the day will be reviewed by both the Chair and the Secretary to ensure that the large volume of programmes can be considered in a timely manner. Members noted that the Monday 1st April 2019 meeting date which had been reserved for business as usual items, will most likely be required to consider major modifications to programmes in line with the College deadline.

3.2   ***Notifying offer-holders of changes to their programme:*** The Chair advised members of the Committee that all offer-holders would need to be written to, informing them of changes to their programme as a result of Curriculum Review. Two drafted letters of communication were presented to the Committee, one drafted by Registry and the other by the Student Recruitment and Outreach team. It was agreed that the Secretary would circulate the drafts to members via email for comment and a revised letter will then be approved before liaising with departments.

4   Curriculum Review Updates
The Committee received updates from members of the Committee (who also act as Curriculum Review Reference Panel Chairs) with the progress of their panels.

5   Curriculum Review- Progress Report
The Chair presented members with an update of the current position of Curriculum Review, it was noted that 28 individual programmes could be considered at the current meeting and that 79 programmes would be considered at the March meeting of the Committee. The Chair advised members that they would be meeting with the Secretary of the Committee to divide the March 2019 agenda and nominate members to review a set of programmes each.

ITEMS FOR CONSIDERATION

5   Undergraduate Curriculum Review

5.1   PC.2018.56 Undergraduate Computing
BEng Computing
MEng Computing

MEng Computing (Artificial Intelligence and Machine Learning)
MEng Computing (International Programme of Study)
MEng Computing (Management and Finance)
MEng Computing (Security and Reliability)
MEng Computing (Software Engineering)
MEng Computing (Visual Computing and Robotics)

5.1.1   The Committee considered the redesigned Undergraduate Computing programmes from the Department of Computing as part of Curriculum Review to take effect from October 2019.

5.1.2   The Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with effect from October 2019 subject to the following recommendations:

- Some more clarity be provided as to which awards (MEng/BEng/Exit Awards) would be accredited by Professional Bodies;

- A short standard (possible College-wide) narrative around the benefits of an accredited degree as a selling point of the programmes be added

- A short narrative to differentiate the BEng and MEng target awards so that students (and applicants) are aware of the benefits of each programme;

- For the Programmes which include an industrial placement the text in the programme overview section be expanded to specifically include the duration of the placement, the minimum requirements be specified (for example the amount of hours required) and clarifying that some of the placement will fall outside of term side;

- The Committee recommended that it was made clearer in the documents, through development of some standard text, when specialisations (or changes of programmes) could be chosen by the students;

- The Committee asked that assurances be sought from the Department that if there are no pre-requisite modules for the advanced elective modules, that students will be appropriately prepared and equipped with the relevant knowledge to be able to complete these modules.

- The Committee recommended that the Department review the Programmes Overview, Learning and Teaching Approach and Programme Structure sections of the MEng (International Programme of Study) to ensure that it has been contextualised to the year spent outside of the UK;

- The Committee recommended that where certain statements in the Programme Overview section could be supported by evidence and reviewed, for example "The graduate recruitment prospects are second to none" or "…it is quite common for our best student project work be published in top research conferences and journals";

- In addition to the information provided in the programme overview section for each of the six MEng (Specialism) degrees, members of the Committee were of the opinion that the text could be enhanced by providing some further information about what the students will expect to gain from choosing the specialism, what the specific compulsory modules relating to the specialism are and how the available set of electives differs from the standard programme and other specialisms;

- The Committee recommended that the Department review and refine the learning outcomes for all the programmes and modules to ensure that they are described at the correct FHEQ level and that progression from year to year is evident within the learning outcomes, especially those at FHEQ level 7. The Committee noted that this is a significant undertaking

which should be supported by the Educational Development Unit staff. Following discussion with the Faculty Education Team and Education office, it was suggested that this work is distributed over the next two years, working to the annual major change deadline and any future deadline for Curriculum Review of postgraduate programmes. A package of support will be available for this activity which will be circulated in due course.

5.1.3 Actions agreed to be undertaken by the Quality Assurance Team:
- In the Entry Requirement section of the programme specifications the general approach across the College is to only include the A-Level and International Baccalaureate requirements, with information about other qualifications being provided in the online prospectus (for which a link will be provided);
- For consistency the term 'an assistant tutor' should be replaced with 'Undergraduate Teaching Assistant';
- The text on the programme structure be revised to make clear that there are some core/compulsory modules in years three and four (as appropriate to the programme);
- To provide definitions for Core/Compulsory/Elective which can be included in a footnote or a webpage/glossary of terms;
- To provide College-wide standardised statements for programmes with a Year in Industry/ Year Abroad for the additional programme costs section;
- To check for typographical and formatting issues throughout the documents submitted.

5.2   PC.2018.57 Undergraduate Earth Science and Engineering
BSc Geology
MSci Geology
MSci Geology with a Year Abroad
BSc Geophysics
MSci Geophysics
MSci Geophysics with a Year Abroad
BSc Earth Science
MSci Earth Science
BSc Earth and Planetary Science
MSci Earth and Planetary Science

5.2.1 The Committee considered the redesigned Undergraduate Earth Science and Engineering programmes from the Department of Earth Science and Engineering as part of Curriculum Review to take effect from October 2019.

5.2.2 The Programmes Committee considered the redesigned Undergraduate Earth Science and Engineering programmes from the Department of Earth Science and Engineering to take effect from October 2019.

5.2.3 The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from October 2019 subject to the following recommendations:

- The current programme specification external reference content should be reviewed as these do not link to external reference points or QAA Benchmark Statements. It is unclear if this should be the QAA Subject Benchmark Statement for Earth Science, Environmental Sciences and Environmental Studies?;

- References to external accreditation where it was not yet achieved should be removed;

- A short narrative to differentiate the BSc and MSci target awards so that students (and applicants) are aware of the benefits of each programme;

- The Committee recommended that it was made clearer in the documents, through development of some standard text, when changes of programmes could be chosen by the students.

- The Committee suggested that if students are able to transfer to the MSci & BSc Earth Science during year one (rather than at the end of year one) it would be useful for the Department to include year one of the programme in full.

- The Committee were of the view that reference made to the programming language Python should be reviewed in order to ensure that the programme is futureproofed. The Committee received justification that Python is a unique selling point of the programme as other institutions do not use Python. It was agreed that if this is a unique selling point, it should be made clearer.

- The Committee held discussions around the mandatory fieldwork costs including the £150 for equipment and clothing. It was agreed that the Department should clarify whether there is support or a hardship fund for students who are not able to afford these additional costs.

- The Committee recommended that the Department review the structuring of the learning outcomes for all the programmes to avoid repeating the learning outcomes of the intermediate awards. The outcomes could be staged so that the intermediate learning outcomes are listed first then the additional outcomes for the higher awards. The Committee noted that this is a reasonable undertaking, which should be supported by the Educational Development Unit staff. Following discussion with the Faculty Education Team and Education Office is was suggested that this work is distributed over the next year, working towards a deadline of end of March 2020. A package of support will be available for this activity which will be circulated in due course.

5.2.4   Actions agreed to be undertaken by the Quality Assurance Team:

- Amend the reference made to the 'MSc Research Project' to 'MSci Research Project';
- A short standard (possibly College-wide) statement be added to the relevant policy sections (e.g. feedback and workload) for year abroad programmes to make readers of the programme specifications aware of the different policies and regulations that partnering institutions may have;
- To provide definitions for Core/Compulsory/Elective which can be included in a footnote or a webpage/glossary of terms;
- To provide College-wide standardised statements for programmes with a Year in Industry/ Year Abroad for the additional programme costs section;
- To provide a web link to the Country Index of accepted entry requirements to include in the programme specifications so that requirements do not remain static in print;
- To check for typographical and formatting issues throughout the documents submitted.

5.3   PC.2018.58 Undergraduate Mechanical Engineering
MEng and BEng Mechanical Engineering
MEng Mechanical Engineering with a Year Abroad
MEng Mechanical Engineering with a Year in Industry
MEng Mechanical Engineering with a Year in Industry and a Year Abroad
MEng Mechanical Engineering with Nuclear Engineering
MEng Mechanical Engineering with Nuclear Engineering and a Year in Industry

5.3.1   The Committee considered the redesigned Undergraduate Mechanical Engineering programmes from the Department of Mechanical Engineering as part of Curriculum Review to take effect from October 2019.

5.3.2   The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from October 2019 subject to the following recommendations:

- The Committee recommended that it was made clearer in the documents, through development of some standard text, when changes of programmes could be chosen by the students, including the year abroad and nuclear pathways.

- The Department are advised to review the module titles to ensure that they are detailed correctly. In particular, the year two modules which may be missing the number '2' at the end of each module title;

- For the Year Abroad, and Year Abroad & Year in Industry Programmes the department is asked to review the caveat 'Also, students in the 1st and 2nd year should consider the attendance of language classes (e.g. CLCC) if they plan to go on exchange to a university where teaching takes place in a foreign language.' It should be made clearer that unless students already have the requisite language competency needed, they are expected to attend language classes;

- The Committee recommended that the statement 'Wherever the solution to a real-life problem with conflicting requirements must be found, a mechanical engineer will be needed' could be reviewed. Whilst the Committee appreciated the skills of mechanical engineers, this statement may appear as though mechanical engineers are able to provide a solution to all real-life problems with conflicting requirements. The Committee suggested it could be re-phrased so that graduates of the programme will gain skills that are applicable to find a solution in real-world problems and issues;

- The Admissions Test/Interview information should just state whether there is a test or an interview as it is not necessary to detail the selection criteria in the programme specification document;

- For the programmes which include a year in industry the text in the programme overview section be expanded to specifically include the duration of the placement, the minimum requirements be specified (for example the amount of hours required) and clarifying that the placement year will not conform to the College Academic Calendar;

- The Committee recommended that the academic feedback section is reviewed as members were of the opinion that it currently could be interpreted that students will only receive feedback in one format in relation to individual pieces of assessment;

- The Committee recommended that that it would be useful if a short narrative could be included in the overview to make students aware of the benefits of choosing to transfer on to the Year Abroad and Year in Industry Programmes;

- The Committee recommended that the Department review and refine the learning outcomes for all the programmes to ensure that they are described at the correct FHEQ level and that progression from year to year is evident within the learning outcomes, especially those at FHEQ level 7. Furthermore, the Committee recommended that the learning outcomes are split into four different years. The Committee noted that this is a reasonable undertaking, which should be supported by the Educational Development Unit staff. Following discussion with the Faculty Education Team and Education Office it was suggested that this work is distributed over the next year, working towards a deadline of end of April 2020. A package of support will be available for this activity which will be circulated in due course.

5.2.3   Actions to be undertaken by the Quality Assurance Team:

- For the programmes which are not available for direct entry then an entry point (e.g. October) is not required in the programme information section (MEng Mechanical Engineering with a Year Abroad; MEng Mechanical Engineering with a Year in Industry and a Year Abroad; MEng Mechanical Engineering with Nuclear Engineering; and MEng Mechanical Engineering with Nuclear Engineering and a Year in Industry);
- In each programme specification documents the full terminologies are used before being abbreviated (e.g. CLCC, LRP, AA module);
- The use of the term FHEQ levels in student facing documents was discussed by the Programmes Committee, and appropriate suggestions for changes is 'year of study' which may better describe the situation;

- Research projects and literature reviews – it was suggested to replace 'In total some 50 ECTS worth of study…..' to 'a substantive part of the project/your study can be self-proposed….';
- A note be added to the programme specifications to indicate that there are multiple IDX modules available (https://www.imperial.ac.uk/engineering/study/current/inter-departmental-exchange-idx/), in order that the elective rules cannot be misinterpreted;
- A note should be added to the relevant documents that the Year Abroad cannot be compensated;
- To provide definitions for Core/Compulsory/Elective which can be included in a footnote or a webpage/glossary of terms;
- To provide College-wide standardised statements for programmes with a Year in Industry/ Year Abroad for the additional programme costs section;
- To provide a web link to the Country Index of accepted entry requirements to include in the programme specifications so that requirements do not remain static in print;
- To check for typographical and formatting issues throughout the documents submitted.

5.4   PC.2018.59 MBBS Phase One and Three

5.4.1   The Committee considered the redesigned programme above from the School of Medicine as part of Curriculum Review with effect from October 2019. It was noted that the MBBS Phase Two programme had been considered at the October 2018 meeting of the Committee and approved.

5.4.2   The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from October 2019 subject to the following recommendations:

- The Committee recommended that where reference is made to the BSc Medical Sciences 'pathways' a hyperlink could be added to lead students to a webpage with further information of the pathways which a student can choose to take. The School are advised to review the use of the terminology 'pathway' if the BSc Medical Sciences are with 'specialisms';

- The Committee recommended that a caveat could be added to the programme overview to inform students that once they have graduated from the programme that there will be additional national tests which require completion before they are allowed to practice;

- The Committee recommended that the School add a web link to the General Medical Council's and/or the College's Fitness to Practice web pages for students to refer to;

- To ensure that the overview of Phase 2 contextualises the experience of all students including those who are undertaking the Advance Standing programme, the BSc Medical Sciences with Biomedical Engineering/Management. The Committee also recommended the full module titles should be used in place of 'module 1/2/3';

- Academic Requirement- The Committee suggested the rephrasing of 'General Studies and Critical Thinking may be taken but are not accepted as part of the offer' to 'General Studies and Critical Thinking will not be accepted';

- Assessment Methods- The Committee were of the view that the level of detail provided on assessment methods should be reviewed in order to future proof the programme and allowing for flexibility, in particular, whether it was necessary to specify that there will be a 'spotter test for anatomy';

- The Committee advised that it was not necessary to include the price for a weekly travel card as students should be able to seek this information online depending on their circumstances;

- For the costs attributed to the elective choice, it states that these electives 'may be subsidised under certain circumstances on application' the Committee advised that these 'circumstances' should be listed (this could be detailed in a footnote with the costs table)

and whether there is a hardship fund available to students, if so, how will these funds be accessed?;

- The Committee recommended that the i-explore module should be reclassified as a compulsory module, as it was acknowledged whilst the student must make every attempt to pass the module a failed attempt would be accepted. It was noted that the College Regulations may need to be updated to make this exception to the definition of a compulsory module for the MBBS/BSc programme only.

6 Postgraduate Curriculum Review

6.1 PC.2018.60 MSc Environmental Technology

6.1.1 The Committee considered the redesigned programme above from the Centre for Environmental Policy as part of Curriculum Review to take effect from October 2019.

6.1.2 The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from October 2019 subject to the following recommendations:

- Entry Points- If a programme is not available for direct entry then an entry point (e.g. October) is not required in this section (Postgraduate Certificate);

- The programme team are recommended to provide a definition of what the 'Core Course' and 'Specialist Options' are so that students are aware of how the programme will be structured;

- Review the academic requirements to confirm that '2:2 Bachelor's Degree with Honours' is correct;

- The programme team are recommended to explain the purpose of the bracketed numbers for each of the Postgraduate Certificate outcomes;

- Core Course Overview: Review reference made to 'long life independent learners', should this be 'life-long learners';

- Assessment methods: The Committee were of the view that detailed assessment methods (including the weightings) should be reviewed in order to future-proof the programme and allowing for flexibility;

- Peer assessment: a caveat of 'normally' should be added to 'Peer-assessment is used to identify individual contributions and to weight group marks' in the event of when peer assessment is not used;

- Option Learning Outcomes: The programme team should confirm if the bracketed numbers at the end of each of the option learning outcomes map to the programme level learning outcomes;

- Option Learning Outcomes (Environmental Assessment and Management): Review the use of the learning outcome 'demonstrate high personal self-efficacy and take responsibility for your own learning' as it is already a programme level learning outcome;

- The programme team are recommended to review the use of colours in the table to ensure that the content to accessible to all users, it was advised that the formatting of the table is reviewed and it was suggested that the specialism name could be added before each group of modules to distinguish the separate groups;

- It was noted that the additional costs table had been removed and that it should be added back in to the programme specification.

6.2   PC.2018.61 MRes Clinical Research

6.2.1   The Committee considered the redesigned programme above from the Department of Medicine as part of Curriculum Review with effect from October 2019.

6.2.2   The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from October 2019 subject to the following recommendations:

6.2.3   The programme team are advised to confirm if the Human Vaccinology pathway should be withdrawn or suspended (currently suspended from October 2017 for 2 academic years);

- The ways in which employers, accrediting bodies, alumni and other stakeholders were consulted: the programme team state that there are currently no affiliated accrediting bodies or regular employers to consult, a member of the Committee noted that there is an Institute of Clinical Research and suggested that they could have been involved as part of the stakeholder consultation in the Curriculum Review process.

- The Committee recommended that that length of study should include the length in months as well as years;

- The Committee recommended that the programme overview should explain that the research project is based on the students' selected pathway as it currently seems as though the student only completes a 5ECTS module on their pathway;

- The programme team are advised to remove reference to the programme commencing in 2019 as this information will expire once published – 'The Postgraduate Certificate in Clinical Research is newly proposed to commence in 2019……';

- Admissions test/Interview: The programme team are recommended to include alternative arrangements for those who are overseas and may not be able to attend interviews;

- The Committee recommended that the programme team include a time limit of when students complete the Postgraduate Certificate, how long the award would be valid for should the student wish to apply to the MRes;

- The Committee recommended that the programme team review the programme specific regulations and consider how these differ from the College Academic Regulations. Reference to 'condoned' should be removed as this terminology is no longer used;

6.3   PC.2018.62 MSc Allergy

6.3.1   The Committee considered the redesigned programme above from the Department of Medicine as part of Curriculum Review with effect from October 2019.

6.3.2   The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from October 2019 subject to the following recommendation:

- The Committee held discussions around the different lengths of study available, in particular the full MSc available as 24 months and 36 months. The Committee wish to seek a rationale for this and who the target audience for either of the awards; the Committee suggest the programme team review the 24 month MSc will be viable if a student were to complete the individual awards;

- The Committee recommended that the paperwork presented is reviewed to ensure that reference made to 'course' is removed and replaced with 'programme' as currently reference is made to both;

- The Committee recommended that the programme team review the language of the overview, in particular 'it is perceived that many of you will be…..', the Committee highlighted best practice of the programme team providing an overview for each award and the benefits of each stage;

- The Committee recommended that the programme team review how the learning outcomes are introduced, rather than 'you will be better able to…' could this be rephrased to 'you will be able to….'. The Committee also recommended that the formatting of the learning outcomes table is reviewed, as some of the outcomes have been cropped out (the Quality Assurance and Enhancement Team will edit this before publishing the programme specification);

- Admissions Test/Interview: The Committee recommended that the programme team review the language used to describe applicants who are requiring a special qualifying exam, as 'applicants who are a Special Case…' may be misconstrued. The Admissions Team have advised the following: 'Applicants who do not fulfil the College's minimum general academic entry requirements, may be considered for admission subject to the successful completion of a special qualifying examination under the auspices of the College's special case policy.'

- The Committee recommended that the 'anti-plagiarism' course is retitled to 'an online plagiarism awareness course must be completed…';

- The programme team should review the paperwork presented to ensure that there is consistency when referring to assessment of the Research Skills in Allergy as either a 'dissertation' or a 'thesis' as there is currently reference to both throughout the programme specification and the marking scheme;

- The Committee recommended that the credit totals should reflect that there are 30 ECTS worth of modules at each award rather than an accumulation of 60 ECTS for the Year 2;

- The programme team should clarify why there are two different codes allocated to the module 'Research Skills in Allergy';

- The Committee agreed that it should be made more clear if students automatically progress from the Postgraduate Certificate to the Postgraduate Diploma or if the student has to apply for the higher award.

- The Committee recommended that the programme team include a time limit of when students complete the Postgraduate Certificate/Diploma, how long the award would be valid for should the student wish to apply to the MSc;

6.3.3   The Committee agreed that the programme team had presented a clear and detailed marking scheme.

6.4   PC.2018.63 MSc Reproductive and Developmental Biology

6.4.1   The Committee considered the redesigned programme above from the Department of Surgery and Cancer as part of Curriculum Review with effect from October 2019.

6.4.2   The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from October 2019 subject to the following recommendations:

- The Committee recommended that the programme team review the programme overview to ensure that it is consistent. Rather than referring to the modules as 'Module one/two/three' could the full module titles be referenced (this is also applicable to the Assessment Methods section). It is advised that the programme team refer to 'Terms' rather than 'the first/second part of the MSc';

- The Committee suggest that including 'a high level of self-efficacy' as a learning outcome should be reviewed as it is not clear how the outcome will be measurable;

- The Committee recommended that the programme team review the language used to describe applicants who are requiring a special qualifying exam, as 'Special Case applicant' may be misconstrued, The Admissions Team have advised the following: 'Applicants who do not fulfil the College's minimum general academic entry requirements, may be considered for admission subject to the successful completion of a special qualifying examination under the auspices of the College's special case policy.';

- The Committee wish to seek further clarification around the 'Academic skills needed will be integrated into the modules.....', if students will learn academic skills during their time on the programme and if so, could further details be provided regarding the types of skills;

- Reference made to 'making information available to students before the contact session' implies that there will be a 'flipped classroom' approach, if this is that case, it should be made more evident;

- The Committee recommended that reference made to 'The proportion of marks to be awarded…' should be removed;

- Module two: The programme team should make clear which assessment requires the student 'to consider how experiments can be designed and write a summary' rather than 'one will require students to consider….';

- The programme team are recommended to review whether the viva assessment in the Independent Research Project is a viva or an oral exam;

- The Committee were of the view that including the weightings of assessments and module level information should be reviewed in order to future-proof the programme and allowing for flexibility.

7   Major Modifications to Existing Programmes

7.1   PC.2018.64 MBBS- Universiti Brunei Darussalam

7.1.1   The Committee considered a proposal from the School of Medicine to establish a recognition agreement with the Universiti Brunei Darussalam to accept students onto the MBBS programme (Year 3, 5 and 6) as graduate entrants with effect from October 2019.

7.1.2   The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from October 2019 subject to the following recommendations:

- The Committee advised that they wished to seek further assurance from the Faculty around how the ongoing relationship with UBD will be monitored;

- The Committee recommended that the programme team include a short statement of how the performance of students from UBD will be monitored in year 3 and 5 in comparison to their cohort

7.2   PC.2018.65 MBBS- BSc Medical Sciences

7.2.1   The Committee considered a proposal from the School of Medicine to make retrospective changes to as assessment within the Year 2 Clinical Research and Innovation modules with immediate effect (January 2019).

7.2.2 The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with immediate effect subject to the following recommendations:

- The Committee advised that the programme team observe the College's Minor Modifications deadline which falls on the 31st July annually.

7.3 PC.2018.66 MSc Digital Healthcare Leadership

7.3.1 The Committee considered a proposal from the Department of Surgery and Cancer to extend the length of the Research Project module from 6 months to 12 months with effect from April 2019 (module to commence May 2019).

7.3.2 The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from April 2019 subject to the following recommendations:

- The mode and period of study within the programme information section of the Programme Specification should be updated to reflect the changes requested that the programme should now run over 24 months;

- The Committee advised the programme team observe the College's Major Modifications deadline which falls on the 31st march annually (for proposal effective the following year).

7.4 PC.2018.67 MSc Health Policy

7.4.1 The Committee considered an in-session proposal from the Department of Surgery and Cancer to make changes to an assessment within the Health and Society module with effect from May 2019.

7.4.2 The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from May 2019 subject to the following recommendations:

The Committee advised that the programme team observe the College's Minor Modifications deadline which falls on the 31st July annually.

8 Short Courses and Summer Schools

8.1 PC.2018.68 Introduction to Corporate Sustainability, Social Innovation and Ethics

8.1.1 The Committee considered a proposal from Imperial College Business School to introduce the above short course with effect from March 2019.

8.1.2 The Committee recommends that the Quality Assurance and Enhancement Committee approve the proposal with effect from March 2019.

9 Items to Note
There were no items to note.

10 Any Other Business
There were no other areas of business to discuss

11 Dates of Future Meetings

Tuesday 26 March 2019, 9:30 - 18:00, Ampersand Hotel, South Kensington.
Holding date: Monday 1 April 2019, 10:00 - 12:00, location to be confirmed.
Tuesday 7 May 2019, 10:00 - 13:00, EEE Seminar Room 909B.