

Present

Dr Clemens Brechtelsbauer (Chair), Dr Lorraine Craig, Professor Richard Green, Dr Jo Horsburgh, Ms Kate Ippolito, Dr Magdalena Jara, Mr Daniel Lo, Dr Felicitas Starr-Egger, Dr Mike Tennant (Deputy Chair), Dr Vijay Tymms, Dr Jeffrey Vernon, Ms Judith Webster (Acting Secretary), Ms Betty Yue.

Apologies

Mr Scott Tucker,

1 Welcome and Apologies

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

2 Minutes of the previous meeting

The minutes of the previous meetings held on 22 and 29th March would be circulated to members for comment as soon as possible. The Secretary apologised that they were not available for this meeting.

3 Matters Arising

There were no matters arising to discuss.

Items for consideration

4 Curriculum Review

4.1 PC.2021.124 MSc Innovation Design Engineering and MSc Global Innovation Design

4.1.1 The Programmes Committee was advised that the paperwork for this collaborative arrangement with the Royal College of Art had not been finalised and so was not available for consideration at this point.

4.1.2 The Committee heard that the Faculty of Engineering was working with the Department to ensure that this was resolved urgently and that meetings were taking place to finalise the programme with the RCA.

4.1.3 The Committee agreed that if this could not be resolved by the end of this month then a decision would need to be made as to whether the proposed revisions could be reviewed and approved for an October 2022 start, or whether it would need to be deferred until October 2023.

4.2 PC.2021.125 Business for Professional Engineers and Scientists (BPES)

4.2.1 The Programmes Committee considered a proposal from the Imperial College Business School for the redesigned Business for Professional Engineers and Scientists (BPES) programme offering with effect from October 2022.

4.2.1 The Committee noted that these modules had all been proposed with a one ECTS credit reduction (6 ECTS to 5 ECTS). The Committee felt that overall these were well presented and with good learning outcomes but had some concerns about the amount and types of assessment and that some additional information was required for some of them. There was some concern amount about assessing participation and the purpose of that within these modules. The Committee's primary concern was with ambiguity in the module specifications around assessment and the need to be clear with students about the assessment they would experience in advance of the module.

4.2.2 The Committee made the following recommendations:

Clarity relating to assessment: All modules should be reviewed to ensure clarity on the assessment details to ensure there is no ambiguity about assessment types (e.g. “may be” MCQs or “usually form” in the assessment strategy) and that the assessment tabs should include details such as presentation, exam duration and coursework assessment word counts. Module specifications also need to be clear on which is the main piece of assessment for modules (e.g. in Finance and Financial Management). Conversely, the assessment for Corporate Finance is over-specified (“evaluate airlines”), which would risk locking the assessors into teaching and assessing that even if it’s no longer relevant or having to come back to the Committee for a modification.

Assessment of participation is included in a number of modules. Please consider presenting a rationale for this that is clear to students.

4.2.3 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect.

4.3 PC.2021.26 MSc Innovation, Entrepreneurship and Management

4.3.1 The Programmes Committee considered the redesigned programme above from the Imperial College Business School for delivery with effect from October 2023.

4.3.2 The Committee made the following recommendations:

Programme overview: remove the reference made to ‘core modules’ as all modules are compulsory;

Assessment: Based on the module specifications there was a lot of assessment all based on the same two methods - exams and individual / group coursework, the School should consider if this an over burden of assessments for their students and how this will be monitored.

All module specifications:

- As there are nine compulsory 5 ECTS modules all with the same two assessments this may feel like an unnecessarily heavy assessment load and quite repetitive. This means nine exams and nine individual/group coursework - if there is a high level of group coursework assignments this will require high cognitive load and collaborative effort.
- The Assessment tab in all modules needs to be amended to specify whether the coursework is individual or group - this is currently unclear and appears undecided but entails very different demands for students.
- In the same Assessment tab all word counts (coursework) and duration (exams and presentations) should be indicated.
- On the first tab in Assessment strategy, in some places it states there are no formative assessment but there are in-class activities. It was advised that in-class activities do offer opportunity for formative assessment and feedback.

5.1.4 The Programmes Committee agreed that a revised proposal to take account of the above recommendations should be represented to the Committee.

5 Major Modifications to Programmes

Faculty of Engineering

5.1 PC.2021.127 Department of Earth Science and Engineering

BSc Earth and Planetary Science
BSc Geology
BSc Geophysics
MSci Earth and Planetary Science

MSci Earth and Planetary Science with a Year Abroad
MSci Geology
MSci Geology with a Year Abroad
MSci Geophysics
MSci Geophysics with a Year Abroad

- 5.1.1 The Programmes Committee considered a proposal from the Department of Earth Science and Engineering make an in-session modification to module **40010 Geology in the Field** the Fieldtrip lwhich was due to take place in Spain Overseas students had reported difficulty in securing visa's for the trip. The Faculty representative reported that the modification
- 5.1.3 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect.

Faculty of Natural Sciences

5.2 PC.2021.128 Department of Chemistry

BSc Chemical Sciences and Management
BSc Chemistry with Management
BSc Chemistry
MSci Chemistry with Research Abroad and a Year in Industry
MSci Chemistry
MSci Chemistry with Research Abroad
MSci Chemistry with a Year in Industry
BSc Chemistry with Management and a Year in Industry

- 5.2.1 The Programmes Committee received a major modification proposal from the Department of Chemistry to withdraw the elective module 'Undergraduate Ambassadors Scheme' from the named programmes above with effect from October 2022.
- 5.2.2 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect.

5.3 PC.2021.129 Department of Physics

BSc Physic
BSc Physics with Theoretical Physics
MSci Physics
MSci Physics with Theoretical Physics
MSci Physics with a Year Abroad

- 5.3.1 The Programmes Committee considered a proposal for a major modification proposal from the Department of Physics to update the programme learning outcomes and the addition of prerequisites and corequisites for modules 'Quantum Field Theory', Quantum Information' and 'Unification - the Standard Model' for the named programmes above with effect from October 2022.
- 5.3.3 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect.

6 Short Courses

6.1 PC.2021.130 Fundamentals of Human Genetics and Genomics (Applied Paediatrics)

- 6.1.1 The Programmes Committee noted a proposal from the Faculty of Medicine Postgraduate Education Board had approved a non-credit bearing short-course 'Fundamentals of Human Genetics and Genomics (Applied Paediatrics)' with effect from October 2022.

6.1.2 The Committee had recommendations about the wording under the assessment section and recommended that the final sentence on the section is amended to “Successful completion of this Short Course and passing the assessment will lead to the award of credit which can be used as part of the PG Diploma on the Applied Paediatrics course.” The Committee also queried the reference to “The New Scientist” magazine under the summative assessment.

6.1.3 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect.

6.2 PC.2021.131 Neonatal Nutrition and Gastrointestinal Conditions

6.2.1 The Programmes Committee received a proposal from the Department of Infectious Diseases for the creation of a new short course based on the existing module ‘Neonatal Nutrition and Gastrointestinal Conditions’ with effect from January 2023.

6.2.2 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect.

6.3 PC.2021.132 Neonatal Respiratory Management

6.3.1 The Programmes Committee received a proposal from the Department of Infectious Diseases for the creation of a new short course based on the existing module ‘Neonatal Respiratory Management’ with effect from October 2022.

6.3.2 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect.

6.4 PC.2021.133 Perinatal Care

6.4.1 The Programmes Committee received a proposal from the Department of Infectious Diseases for the creation of a new short course based on the existing module ‘Perinatal Care’ with effect from October 2022.

6.4.2 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect.

6.5 PC.2021.134 Paediatric Stabilisation and Critical Care

6.5.1 The Programmes Committee received a proposal from the Department of Infectious Diseases for the creation of a new short course based on the existing module ‘Paediatric Stabilisation and Critical Care’ with effect from January 2023

6.5.2 Committee members noted that the proposal was for an online course and advised the Team to consider whether 30 participants in this format would be manageable

6.5.3 The Programmes Committee agreed to recommend the proposal to the Quality Assurance and Enhancement Committee for approval with immediate effect.