Imperial College London

Programmes Committee (PC) Minutes

Tuesday 29 November 2022
10:00-13:00

Present
Dr Clemens Brechtelsbauer (Chair), Professor Alessandro Astolfi, Ms Lorraine Bayfield (Secretary), Dr Lorraine Craig, Professor Richard Green, Dr Jo Horsburgh, Ms Kate Ippolito, Dr Magdalena Jara, Professor Arash Mostofi, Dr Felicitas Starr-Egger, Mr Scott Tucker, Dr Jeffrey Vernon, Ms Judith Webster, Ms Betty Yue and Mr Jason Zheng.

Apologies
Dr Vijay Tymms and Ms Hayley Wong.

In attendance
Ms Amy Huynh

	1	**Welcome and Apologies** The Chair welcomed attendees to the meeting highlighting that Professor Arash Mostofi would be representing the Faculty of Natural Sciences. Apologies, as above, were noted.
	2	**Minutes of the previous meeting** The minutes of the previous meeting held on 13th October 2022 were confirmed as an accurate record. Professor Richard Green was thanked for chairing the committee.
	3	**Matters Arising** The revised Executive MBA curriculum review documentation had been returned to the PC secretary and would be circulated for an internal review. The Weekend MBA and Saudi Aramco Weekend MBA programme teams continued to work on revisions to their curriculum review documentation.
Items for consideration		
	4.	**Curriculum Review**
	4.1	**PC.2022.12 Faculty of Engineering** **MSc Transport** **MSc Transport with Data Science and Mathematical Optimisation**
	4.1.1	The PC considered the redesigned programmes named above from the Department of Civil and Environmental Engineering for delivery with effect from October 2023.
	4.1.2	It was agreed that a thorough curriculum review proposal had been presented and that the redesigned programmes demonstrated a clear alignment with the Learning and Teaching Strategy. The new MSc Transport with Data Science and Mathematical Optimisation was considered a welcome and timely addition to the MSc Transport offering. Extensive consultation had taken place with named stakeholders and a timeframe and methods to evaluate the impact of programme changes had been planned. The Committee were keen to hear at the appropriate point how the programmes would evolve.

	The Committee were impressed with the high level of module learning outcomes and the spread of module topics. However, it was unclear in some instances how the assessment would test the intended learning outcomes. Particular reference was made to the 'Intelligent and Autonomous Transport' and 'Group Design Project – Transport' modules. The Committee made the following recommendation: • The programme team should review the module assessments across the programmes to make the connection between the module learning outcomes and assessment explicit. Additional minor suggestions would be shared with the programme team after the meeting via SharePoint. It was noted that this feedback was not preventative in progressing the proposal. The compensation limits subject to Engineering Council requirements were noted.
4.1.3	The Committee advised that the recommendation above be considered and that the response and revised documentation be submitted to the Quality Assurance and Enhancement team. Subject to a satisfactory response, a Chair's action on behalf of the PC would be taken and a recommendation made to the Quality Assurance and Enhancement Committee (QAEC) to approve the proposal with effect from October 2023.
4.2	**PC2022.13 Faculty of Engineering** **MSc Computing** **MSc Advanced Computing** **MSc Artificial Intelligence**
4.2.1	The PC considered the redesigned programmes named above from the Department of Computing for delivery with effect from October 2023.
4.2.2	It was agreed that a thorough curriculum review proposal had been presented and it was evident how much effort and engagement had been invested in the process. The documentation was comprehensive and transparent rationales had been provided to aid decision making. The Committee were pleased to see that both the PG Certificate and PG Diploma were to be offered as exit awards. The Committee made the following recommendations: • MSc Computing – It should be made clear where students are able to study Python. The curriculum review indicated that students could learn Python via elective module offerings, however, it was unclear to the Committee which elective modules offered this opportunity. It was noted that students on the MSc Artificial intelligence programme studied the compulsory module 'Python Programming', and the programme team may wish to consider offering this as an elective module on the MSc Computing if appropriate. • The coursework assessment descriptions within some module specifications could benefit from a review. For example, where an assessment had been named 'Coursework', it would be valuable to provide more detail to describe the assessment to the student. Additional minor suggestions would be shared with the programme team after the meeting via SharePoint. It was noted that this feedback was not preventative in progressing the proposal.

4.2.3	The Committee advised that the recommendations above be considered and that the response and revised documentation be submitted to the Quality Assurance and Enhancement team. Subject to a satisfactory response, a Chair's action on behalf of the PC would be taken and a recommendation made to the QAEC to approve the proposal with effect from October 2023.
5	**Major Modifications to Existing Programmes**
	Faculty of Engineering
5.1	**PC2022.14 Compensation limits for Engineering Council-accredited programmes**
5.1.1	The PC considered an in-session modification to update programme specific regulations subject to Engineering Council requirements for accredited programmes with immediate effect. Included in the submission were eleven undergraduate programmes from the Earth Science and Engineering department. Whilst these were not accredited, they required minor amendments to the progression and classification section to align with College regulations regarding compensation limits. The Faculty Education team would supply updated programme specifications to the Quality and Assurance team.
5.1.2	The PC agreed to recommend the proposal to the QAEC for approval with immediate effect.
5.2	**PC.2022.15 Department of Bioengineering** **MSc Biomedical Engineering (B9A1)** **MSc Human and Biological Robotics (BHM1)** **MSc Engineering for Biomedicine (HB9O)** **MRes Neurotechnology (H6NU)** **MRes Cancer Technology (A3CT)** **MRes Bioengineering (H673T)** **MRes Medical Device Design and Entrepreneurship (H673U)**
5.2.1	The PC considered an in-session modification to introduce a PG Diploma exit award and update the PG Certificate exit award requirements on the programmes named above with immediate effect. It was noted that the PG Diploma learning outcomes were missing from the programme specification and should be included in the breakdown.
5.2.2	The PC agreed to recommend the proposal to the QAEC for approval with immediate effect.
5.3	**PC.2022.15a Department of Bioengineering** **MEng Biomedical Engineering (BH9C)** **BEng Biomedical Engineering (BH81)** **MEng Molecular Bioengineering (H160)** **BEng Molecular Bioengineering (H161)**
5.3.1	The PC considered an in-session modification to change the year 3 progression criteria on the programmes named above with immediate effect. This would allow students to re-join the MEng programme where applicable. The Faculty of Engineering representative noted that extensive discussions had been held with the student body and the department and that students would be fully supported through the process. Additionally, the Committee heard that there were ongoing discussions concerning the department's decision not to offer in year resit opportunities. The Faculty of Engineering representative noted that this was under review and invited support from the PC to aid conversations.

5.3.2	The PC agreed to recommend the proposal to the QAEC for approval with immediate effect. It was advised that the additional wording in the resit policy section should be removed from the programme specification, however, this would not be preventative in progressing the proposal.
5.4	**PC.2022.16 Department of Chemical Engineering** **MEng Chemical Engineering (H801)** **MEng Chemical Engineering with a Year Abroad (H802)** **Meng Chemical with Nuclear Engineering (H890)**
5.4.1	The PC considered an in-session modification to add the existing MSc module 'Practical Process Engineering in the Oil and Gas Industry' as an elective module to year 4 on the programmes named above with immediate effect.
5.4.2	The PC agreed to recommend the proposal to the QAEC for approval with immediate effect.
5.5	**PC.2022.17 Department of Civil and Environmental Engineering** **MSc Environmental Engineering**
5.5.1	The PC considered a major modification to create a new programme stream 'Data Science and Mathematical Optimisation' on the existing programme named above for delivery from October 2023.
5.5.2	A strong rationale and clear programme learning outcomes had been presented to the Committee, however, it was unclear how the learning experience would differ from students on the MSc Environmental Engineering programme. It was also suggested that a further discussion take place to confirm how the programme stream would be set up in the student record system. The requested programme specific regulations would be referred to the Regulations and Policy Review Committee (RPRC) for consideration.
5.5.3	The PC agreed that the proposal would be placed on hold pending further clarification from the programme team. Subject to a further internal review, a Chair's action on behalf of the PC would be taken and a recommendation made to the QAEC to approve the proposal with effect from October 2023.
5.6	**PC2022.18 Department of Civil and Environmental Engineering** **MSc Soil Mechanics**
5.6.1	The PC considered a major modification to create a new programme stream 'Data Science and Mathematical Optmisation' on the existing programme named above for delivery from October 2023.
5.6.2	As per the previous proposal, PC.2022.18, the Committee felt that further information should be presented to clarify how the Data Science and Mathematical Optimisation stream would differ from the original programme. The requested programme specific regulations would be referred to the RPRC for consideration.
5.6.3	The PC agreed that the proposal would be placed on hold pending further clarification from the programme team. Subject to a further internal review, a Chair's action on behalf of the PC would be taken and a recommendation made to the QAEC to approve the proposal with effect from October 2023.

5.7	**PC.2022.19 Department of Electrical and Electronic Engineering** **BEng Electronic and Information Engineering (HG65)** **MEng Electronic and Information Engineering with a Year Abroad (HG6M)** **MEng Electronic and Information Engineering (GH56)**
5.7.1	The PC considered an in-session modification to remove and replace several elective modules offered by the Department of Computing on the programmes named above with immediate effect. The Committee were disappointed to learn that a communications breakdown between two departments concerning electives delivery on established programmes impacted the student experience. To prevent reoccurrence, it was strongly encouraged that the departments implement procedures which are effective in avoiding this.
5.7.2	The PC agreed to recommend the proposal to the QAEC for approval with immediate effect.
	Imperial College Business School
5.8	**PC.2022.20 Imperial College Business School** **Full time MBA (N1UD)** **Executive MBA (N1UA24)** **MSc Finance (N301)** **MSc International Management (N1UF)**
5.8.1	The PC considered a major modification to change the programme assessment scheme on the programmes named above with effect from February 2023 (EMBA) and September 2023.
5.8.2	The PC agreed to recommend the proposal to the QAEC for approval with effect from February and September 2023.
5.9	**PC2022.21 Imperial College Business School** **MSc Strategic Marketing (online) N501D**
5.9.1	The PC considered an in-session modification to introduce a new exchange opportunity at partner institution Universita della Svizzera, Italiana on the programme named above with immediate effect.
5.9.2	The PC agreed to recommend the proposal to the QAEC for approval with immediate effect.
6	**Suspensions and Withdrawals**
6.1	**PC.2022.22 Department of Mathematics** **MSc Global Statistics G3UGN** **MSc Global Statistics (Applied Statistics) G3UAGN** **MSc Global Statistics (Biostatistics) G3UBGN** **MSc Global Statistics (Data Science) G3UDGN** **MSc Global Statistics (Statistical Finance) G3USGN** **MSc Global Statistics (Theory and Methods) G3UTGN**
6.1.1	The PC considered a proposal to withdraw the online programmes named above with effect from October 2023.
6.1.2	The PC agreed to recommend the proposal to the QAEC for approval with effect from October 2023.
Items to note	

7.1	**Chair's Report**	
	The PC noted the proposals that had been approved by the Chair and Deputy Chair via Chair's action on behalf of the PC since the last meeting.	
	Faculty of Medicine	
7.1.1	**PC.2022.CA01 Department of Surgery and Cancer** **Foundations of Digital Health Leadership** A proposal to launch the new 3 month non-credit bearing short course named above with effect from October 2022.	
7.1.2	**PC2022.CA05 Faculty of Medicine** **Mini Research Project** An in-session proposal to change the title of the above-named short course to 'Revolutions in Biomedicine On-Campus Summer School' with immediate effect. To also update the teaching to 2-3 weeks and the total course duration to 20 weeks to encompass the assessment and submission period.	
7.1.3	**PC.2022.CA06 Faculty of Medicine** **Revolutions in Biomedicine** An in-session proposal to change the title of the above-named short course to 'Revolutions in Biomedicine Online Summer School' with immediate effect. To also update the total course duration to 17 weeks to encompass the assessment and submission period	
	Faculty of Natural Sciences	

7.1.4	**PC.2022.03 Department of Mathematics**
	MSc Statistics
	MSc Global Statistics
	
	An in-session proposal, with effect from October 2022, to:
	
	    1. Change the examination assessments on the MSc Statistics programme;
	    2. Remove the elective module 'Contemporary Statistical Theory';
	    3. Add the elective module 'Nonparametric Statistics';
	    4. Temporarily remove the module 'Deep Learning with TensorFlow' for one academic year;
	    5. Add the elective module 'Deep Learning with TensorFlow and PyTorch'.	

7.2	**Quality Assurance and Enhancement Committee (QAEC)** The Committee noted the minutes from the previous QAEC found on the College webpages:www.imperial.ac.uk/about/governance/academic-governance/senate-subcommittees/quality-assurance-enhancement-committee/	
Any Other Business		
8	**Any Other Business** There was no business to note. The Chair thanked Committee members for their contributions and closed the meeting.	