

Faculty Education Committee (FEC) Faculty of Engineering

Wednesday 9 March 2016

Confirmed Minutes

Present

Dr Lorraine Craig (Chair)	Associate Dean (Learning & Teaching)
Prof Peter Lindstedt	College Consul
Dr Rafael Palacios	Aeronautics undergraduate representative
Prof Martyn Boutelle	Bioengineering undergraduate representative (via Skype)
Dr Darryl Overby	Bioengineering postgraduate representative
Prof Nina Thornhill	Chemical Engineering undergraduate representative
Prof Kang Li	Chemical Engineering postgraduate representative
Dr Mike Templeton	Civil Engineering undergraduate representative
Prof Bassam Izzuddin	Civil Engineering postgraduate representative
Dr Fariba Sadri	Computing postgraduate representative
Dr Lorenzo Picinali	Design Engineering undergraduate representative
Dr Mike Strule	Earth Science and Engineering undergraduate representative
Dr Lidia Lonergan	Earth Science and Engineering postgraduate representative
Dr Kristel Fobelets	Electrical Engineering undergraduate representative
Prof Jason Riley	Materials postgraduate representative
Dr Mike Bluck	Mechanical Engineering undergraduate representative
Chun-Yin San	ICU Deputy President (Education)
Judith Webster	Registry (representing Sophie White)
Dr Elizabeth Hauke	Centre for Culture, Languages and Communication
Dr Phil Power (Secretary)	Education Manager

Observers

Louise O'Sullivan	Head of Programmes, Department of Bioengineering
Hannah Barclay	Management Trainee (IMSE)

Apologies

Prof Jeff Magee	Dean
Prof Peter Cheung	Vice-Dean (Education)
Richard Martin	Faculty Operating Officer
Prof Sergei Chernysenko	Aeronautics postgraduate representative
Dr Peter McBrien	Computing undergraduate representative
Dr Dominic Southgate	Design Engineering postgraduate representative
Prof Andrew Holmes	Electrical Engineering postgraduate representative
Dr Martyn McLachlan	Materials undergraduate
Dr Ulrich Hansen	Mechanical Engineering postgraduate representative
Pari Singh	Student Representative (UG) - CGCU
Rachael Shuttleworth	Student Representative (UG) - RSMU
Andreea Funie	Student Representative (PG) – GSU
Sophie White	Registry

1 Welcome and Apologies

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

2 Membership and Terms of Reference

The committee noted paper EEC.2015.01, the terms of reference and membership.

ITEMS FOR CONSIDERATION

3 New Programme Proposals

3.1 MEng Biomolecular Engineering

The committee considered papers EEC.2015.02A and EEC.2015.02B, a proposal from the Department of Bioengineering to develop a MEng in Biomolecular Engineering programme for launch in October 2017. Prof Martyn Boutelle, on behalf of the Department of Bioengineering, presented the proposal and highlighted the differences to the current undergraduate provision in the department. Profs Peter Lindstedt and Nina Thornhill confirmed they had both reviewed the proposal in detail and provided feedback to the department.

The committee recommended the proposal to the Programmes Committee for approval.

[Post meeting note: The programme title was subsequently amended to MEng Molecular Bioengineering before being considered by the Programmes Committee]

3.2 MSc Human and Biological Robotics

The committee considered papers EEC.2015.03A and EEC.2015.03B, a proposal from the Department of Bioengineering to develop an MSc in Human and Biological Robotics for launch in October 2017. Prof Martyn Boutelle, on behalf of the Department of Bioengineering, presented the proposal and highlighted that the programme will draw on expertise and modules from a number of departments in the Faculty. Profs Peter Lindstedt and Nina Thornhill confirmed they had both reviewed the proposal in detail and provided feedback to the department.

The committee recommended the proposal to the Programmes Committee for approval.

3.3 MSc Coastal, Offshore and Environmental Fluid Mechanics

The committee considered paper EEC.2015.04, a proposal from the Department of Civil and Environmental Engineering to develop an MSc in Coastal, Offshore and Environmental Fluid Mechanics. Prof Bassam Izzuddin, on behalf of the Department of Civil and Environmental Engineering, highlighted that the proposed programme will provide the opportunity for an active research group within the department to share their expertise through a taught postgraduate degree, utilising facilities already in place.

The committee recommended the proposal to the Programmes Committee for approval.

3.4 MRes Molecular Science and Engineering (Outline Proposal)

The committee considered paper EEC.2015.05, an outline proposal from the Institute of Molecular Science and Engineering (Department of Chemical Engineering) to develop an MRes in Molecular Science and Engineering. Hannah Barclay, on behalf of the Institute of Molecular Science and Engineering, outlined the proposal for the degree programme. The committee supported the ongoing development of the programme and requested that the completed proposal be presented at the next meeting.

4 Major Modifications to Existing Programmes and Changes to Schemes for Award of Honours

No proposals for major modifications to existing programmes or changes to schemes for the award of honours were considered.

5 Additional Entry Criteria

No proposals to amend additional entry criteria were considered.

6 Exchange Partnerships

6.1 MA/MSc Global Innovation Design

The committee considered paper EEC.2015.06, a proposal from the Dyson School of Design Engineering to develop exchange partnerships with Tsinghua University, NTU Singapore and

UC Berkeley, for students on the MA/MSc Global Innovation Design. The purpose of the new exchange partners was to offer additional pathways to students undertaking the programme.

The committee approved the three exchange partnerships.

7 Survey Results

7.1 Undergraduate SOLE Survey Results

The committee considered paper EEC.2015.07, the results of the undergraduate autumn term 2015 SOLE lecturer and module surveys. Members of the committee expressed concerns about reduction in participation in the survey by students in six engineering departments. Following discussion it was emphasised that departments ensure they clearly inform students of the changes which have been made following SOLE surveys.

7.2 Postgraduate SOLE Survey Results

The committee considered paper EEC.2015.08, the results of the postgraduate autumn term 2015 SOLE lecturer and module surveys. Members of the committee also expressed concerns about reduction in participation in the survey by students in seven engineering departments. Likewise members emphasised the need to inform students of the changes which have been made following PG SOLE to postgraduate students.

8 Accreditation Reports

No accreditation reports were considered.

9 External Examiner Appointments and Reports

9.1 Outstanding External Examiner Appointments 2015/16

The committee noted paper EEC.2015.09, the list of outstanding external examiner appointments for the academic year 2015/16 which contained only one remaining appointment for the Department of Aeronautics. It was noted that the outstanding appointment would be unnecessary if the proposal to combine Exam Boards in the department was approved (item 10.1).

9.2 Outstanding External Examiner Reports 2014/15

The committee noted paper EEC.2015.10, a list of outstanding external examiner reports for the academic year 2014/15.

10 Additional items to consider from the Faculty of Engineering

10.1 To combine Exam Boards in Aeronautics

The committee considered paper EEC.2015.11, a proposal from the Department of Aeronautics to combine the Boards of Examiners for the MSc Advanced Aeronautical Engineering (H404) and MSc Advanced Computational Methods for Aeronautics, Flow Management and Fluid-Structure Interaction (H1U6/H1U624). The committee noted that the chair of the combined Board of Examiners would be Dr Robert Hewson.

The committee approved the proposal.

10.2 Allocation of ECTS credits to assessed academic activities undertaken outside of term-time (Aeronautics)

The committee considered paper EEC.2015.15, a proposal from the Department of Aeronautics to allocate ECTS credits to assessed academic activities undertaken outside of term-time to undergraduate students in the department. It was noted that the Faculty Teaching Committee had reviewed the proposal and recommended this to the Faculty Education Committee for approval.

The committee approved the proposal.

ITEMS TO NOTE

11 Chair's Report

No actions had been taken by the Chair on behalf of the committee since its establishment on 1 January 2016.

12 Quality Assurance and Enhancement Committee (QAEC) Executive Summary

The committee noted an executive summary from the Quality Assurance and Enhancement Committee, available at <\\icfs5g.cc.ic.ac.uk\Registry\10.Committees\QAEC>

13 Senate Executive Summary

The committee noted an executive summary from the Senate, available at <\\icfs5g.cc.ic.ac.uk\Registry\10.Committees\Senate>

14 Academic Standards Framework Update

The committee noted paper EEC.2015.12, an update on progress with the academic standards framework from the steering group.

15 Suspended and Withdrawn Programmes

The committee noted paper EEC.2015.13, a list of programmes which have been suspended for the academic year 2015/16 and which will be withdrawn with effect from the academic year 2016/17.

16 Short Course Annual Monitoring of Delegate Numbers

The committee noted paper EEC.2015.14, the results of the short course annual monitoring of delegate numbers exercise for the academic year 2014/15.

17 Postgraduate Taught Experience Survey (PTES) 2016

The committee noted that the Quality Assurance and Enhancement Committee (QAEC) has agreed that the PTES will run between Thursday 19 May and Thursday 16 June 2016. There will be no additional institutional questions.

18 Minutes of the Postgraduate Professional Development Committee (PPDC)

The committee noted the latest minutes from the Postgraduate Professional Development Committee, available at <\\icfs5g.cc.ic.ac.uk\Registry\10.Committees\PPDC>.

19 Additional items to consider from the Faculty of Engineering

There were no additional items to consider

ANY OTHER BUSINESS

20 Dates of Future Meetings

Wednesday 25 May, 15:00-17:00, Gabor Seminar Room, 611 Electrical Engineering