

Programmes Committee (PC)

Wednesday 13 June 2018

10:00-13:00 Room 5, Seminar and Learning Centre, 5th Floor Sherfield Building

Present

Dr Edgar Meyer (Chair), Ms Jolande Bot-Vos, Dr Lorraine Craig, Ms Lucy Heming, Ms Jo Horsburgh, Professor Jonathan Mestel, Professor Sue Smith, Dr Roberto Trotta, Dr Vijay Tymms, Ms Men-Yeut Wong (Secretary) and Ms Betty Yue.

In Attendance

Dr Bill Proud, Dr Lara Cathcart and Mr Chris Neill.

Apologies

Professor Peter Allison, Mr Nicholas Burstow, Ms Alexandra Chippy Compton, Mr Luke McCrone and Ms Judith Webster.

1 Welcome and Apologies

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

2 PC.2017.69 Minutes of the Previous Meeting

The minutes of the previous meeting held on 1 May 2018 were approved as an accurate record.

3 PC.2017.70 Programmes Committee Membership for 2018-19

3.1 The Chair presented Committee members with the current Terms of Reference for the Committee and asked members to discuss if any updates were required.

3.2 Members suggested that reference to the upcoming Curriculum Review should be included in the scope of the Committee as well as the approval of non-credit bearing short courses and credit bearing online modules.

4 Matters Arising

There were no matters arising to discuss.

ITEMS FOR CONSIDERATION

5 New Programme Proposals

5.1 PC.2017.71 MSc Financial Technology

5.1.1 The Committee welcomed the Academic Lead Dr Lara Cathcart and the Assistant Director of Finance Programmes from Imperial College Business School who presented the proposal of the above programme to the Committee.

5.1.2 The new proposed programme aims to provide quantitative and analytic skills that enable students to embark on a Fintech orientated career in the financial services sector or to pursue further academic study. Financial Technology involves analysing big data and using computational textual analysis or machine learning techniques for understanding financial problems whether in forecasting, improving financial advice models, risk management, algorithmic trading or fund management for institutional investors. The issues arising from these technological applications in finance are a challenge for investors and regulators alike globally. It is therefore expected that there will be global demand for an educational programme that merges finance and technology at Imperial College London.

- 5.1.3 The Committee held discussions around the overlap of the proposed programme with the existing finance programmes as most of the financial technology electives are already embedded in the current programmes.
- 5.1.4 The Business School were asked to consider which student market the proposal would be aimed at. Would the School be equipping students with the tools and techniques at the start of the programme to ensure that all students are well versed in the computation of programmes; and equally would students with a STEMM background require further guidance around finance. The balance and backgrounds of students would also need to be considered to ensure parity across the cohort.
- 5.1.5 The Business School were advised to consider how the programme would operate on a split site basis (South Kensington Campus and White City Campus) especially around support and cohort building.
- 5.1.6 The Committee agreed that several module learning outcomes required further development and should be mapped to a Level 7 FHEQ standard to specify what a student should be able to demonstrate at the end of each module.

- 5.1.7 The Committee agreed upon the following recommendations:

The Programme Team to provide a statement to:

- Make assurances that the MSc in Financial Technology can be clearly differentiated from the existing programmes offered by the Business School;
- Make clear the target market of the programme, would finance students be equipped with the computational skills to progress in the programme, how would STEMM students be supported on the financial aspects of the programme;
- Make assurances that there will be guaranteed teaching space available for a new Masters;
- Make assurances that teaching staff will be appointed in time to teach the computational modules which currently are not assigned to any teaching staff;
- Ensure that students will be supported across a programme that will be delivered split-site.

The Programme Team should:

- Review the module learning outcomes to ensure that they are of a FHEQ L7 standard, Learning Outcomes should be statements of what a student is expected to know/understand and/or be able to demonstrate after the completion of the module, some of the module learning outcomes presented appear more akin to assessment methods;
- Review the module outlines to ensure that they are consistent (some of the outlines presented included module aims within the 'Description of Content' section, these should not be confused with the Learning Outcomes);
- Review the learning and teaching hours allocated to the three project modules or make clear how these projects are supported and what the two hours denote, the Committee were of the opinion that the allocated two hours seemed low and queried if this included the supervision hours;
- Make more explicit in the programme specification how the technology taught are used in a financial context;
- Consider the comments made by the Committee around internships, the Committee acknowledged that it would not be feasible for the Business School to service an internship scheme but should be able to support students in attaining an internship.

- 5.1.8 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from September 2019 subject to the above recommendations.

5.2 PC.2017.72 MSc Security and Resilience- Science and Technology

- 5.2.1 The Committee welcomed the Academic Lead and Reader in Shock Physics, Dr William Proud from the Institute for Security Science and Technology who presented the proposal of the above programme to the Committee.

- 5.2.2 The Institute for Security Science and Technology (ISST) is Imperial's hub for security research and engagement, a world leading centre for the application of science and technology in security challenges. ISST is recognised across government and industry as the thought leader and nexus for envisaging, designing and coordinating the multi-disciplinary application of science and technology in response to increasingly complex and dangerous security challenges. The new programme proposal provides an interdisciplinary team approach to education in security through training by leading researchers from across College.
- 5.2.3 Members of the Committee agreed that the Institute had submitted a proposal which had been timely and was of great interest which required further refinement.
- 5.2.4 The proposed programme intends to cover the following sector areas: Financial Security; Environmental Security; Healthcare and Medical Devices; and Transport Security. The programme team endeavour to equip students with a broad overview of these sectors with the skills to interlink themes rather than mastering one sector. The Committee found it difficult to identify these themes within the modules content and advised that they should be made more evident.
- 5.2.5 Discussions were held around the mathematical skills required of applicants and the level of mathematics required. Members were informed that if a student's mathematical skills required strengthening then they would be advised to select the Mathematical Methods module as an elective. Members queried that if students were advised to select an elective, would this still classify as an elective choice.
- 5.2.6 The Committee noted that there were modules within the programme with a 6 ECTS credit structure, the programme team acknowledged that this would be addressed as part of Curriculum review to conform to the College's Academic Standards Framework.
- 5.2.7 The programme team were advised to review the number of learning outcomes set for the MSc and to consider the amount of learning outcomes gained in progressing from the PG Diploma to the MSc by completing the Individual Research Project and whether this is in proportion.
- 5.2.8 It was also noted that a full set of module outlines had not been provided and that in order for the Committee to fully approve the programme these outlines must be provided to the Committee.
- 5.2.9 The Committee agreed upon the following recommendations:
- The proposal suggests that the programme intends to cover Financial Security; Environmental Security; Healthcare and Medical Devices; and Transport Security. The Committee recommended that it should be made more evident how these four themes are covered within the programme and which modules cover these themes;
 - Reconsider the additional number of Programme Learning Outcomes allocated to the MSc Award as the increase in Learning Outcomes from the PGDip to the MSc seem disproportionate for the addition of a project;
 - The MSc Programme Learning Outcomes make reference to business entrepreneurship; the programme team should also make clear how entrepreneurship will be taught and who the relevant teaching staff will be;
 - The modules that do not comply with the Academic Standards Framework of having ECTS weightings in multiples of 5 or 7.5, which must be addressed at the latest during Curriculum Review.

The Programme Team should:

- Present a full set of module specifications including all electives and the project outline;
- Make more explicit the mathematical knowledge required as part of the admissions process. How will students who are advised to take the Mathematical Methods module be supported and how these students will be affected if the option of taking an elective is removed. The Programmes Committee also advised that the Mathematical Methods module should be completed at the beginning of Term 1;

- Review all module outlines to ensure that there is a proportionate consistency in the word count number and exam length in accordance to the allocated assessment and ECTS weighting;
- Review the module weighting table to ensure that each award amounts to 100%.

5.2.10 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2019 subject to the above recommendations.

6 Major Modifications to Existing programmes

6.1 PC.2017.73 MEng Electrical and Electronic Engineering with Management

6.1.1 The Committee considered a proposal from the Department of Electrical and Electronic Engineering to replace the Business School module BS0821 Project Management with a new module delivered by the department titled 'Managing Engineering Projects' with effect from October 2018.

6.1.2 The Business School confirmed that they had been notified ahead of the above proposal.

6.1.3 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2018 subject to the following recommendations:

- That the Department inform applicants, offer-holders and affected students regarding the changes to the programme;
- That the Department provide the communication drafted for applicants and offer-holders regarding the changes to the programme to the Quality Assurance Team. This will then be approved by Student marketing and the Admissions team before being sent to students.

6.2 PC.2017.74 BEng Computing and MEng Computing (All Specialisms)

6.2.1 The Committee considered a proposal from the Department of Computing to change the elective module 202 Algorithms II to a core module with effect from October 2018.

6.2.2 Discussions were held around the proposal and if changing the module to a core would affect the balance of core and elective modules within the terms. The Committee acknowledged that the proposal would be for one academic year to resolve a staffing issue that had been identified by the Department.

6.2.3 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2018 subject to the following recommendations:

- That the Department address the balance of modules in both terms during Curriculum Review;
- That the Department inform all students regarding the above changes to the programme;
- That the Department provide the communication drafted for applicants and offer-holders regarding the changes to the programme to the Quality Assurance Team. This will then be approved by Student marketing and the Admissions team before being sent to students.

6.3 PC.2017.75 MSc Computing Science

6.3.1 The Committee considered a proposal from the Department of Computing to remove an introduction to the programming language Prolog in module 518 Logic and AI Programming and the programming exercises from module 550 Integrated Programming Laboratory with effect from October 2018.

6.3.2 Discussions were held around the proposal and whether implementing the change would affect the assessments and the learning outcomes of the modules. The Department were

advised to review the module outlines and address the changes if necessary to the learning outcomes.

6.3.3 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2018 subject to the following recommendations:

- That the Department clarify when the non-credit Prolog option will be delivered at the beginning of the Spring Term and how this might affect the workload balance;
- That the Department inform applicants, offer-holders and affected students regarding the changes to the programme;
- That the Department provide the communication drafted for applicants and offer-holders regarding the changes to the programme to the Quality Assurance Team. This will then be approved by Student marketing and the Admissions team before being sent to students.

6.4 PC.2017.76 MSc Petroleum Geoscience

6.4.1 The Committee considered a proposal from the Department of Earth Science and Engineering to change the module run of F663CWK Exploration Geoscience Group Project (“Barrel Award”), to run in the last three weeks of Term 2 and the following week (which is out of term time) with effect from October 2018.

6.4.2 A comment made by the GSU President had been raised by the Chair. Concerns had been raised that by having the project running into the first week of Easter break after Term 2, students may not be given sufficient time to prepare for exams.

6.4.3 The Department noted the concerns raised by the GSU President and the Chair and reassured the committee that the proposal would not change the amount of time a student would have to prepare for exams as the students would have been on a period of fieldwork in the same instance.

6.4.4 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2018 subject to the following recommendations:

- That the Department inform applicants, offer-holders and affected students regarding the changes to the programme;
- That the Department provide the communication drafted for applicants and offer-holders regarding the changes to the programme to the Quality Assurance Team. This will then be approved by Student marketing and the Admissions team before being sent to students.

6.5 PC.2017.77 MSc Statistics (Data Science)

6.5.1 The Committee considered a proposal from the Department of Mathematics to introduce the above programme stream to join the existing suite of programme streams with effect from October 2019.

6.5.2 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2019 (to be included in the 2018-19 recruitment cycle).

6.6 PC.2017.78 MSc Management

6.6.1 The Committee considered a proposal from the Business School to redesign the above programme following a review of its portfolio of MSc Programmes with effect from September 2019.

6.6.2 The Business School is currently reviewing its portfolio of MSc programmes with the aim to create an exceptional learning environment for each and every student and become the School of reference for high quality students interested in a career in management.

- 6.6.3 To increase the programme's competitiveness and prepare it for further successes, it is proposed that the MSc Management programme is redesigned. The main features of change will be:
- Stronger focus on both the Business School and College's strengths, such as technology, analytics and finance.
 - Improved student and faculty teaching and learning experience: repositioning the programme targeting students with business/management backgrounds (either with an UG degree and/or 6 months of corporate work experience). A new programme targeting students from a non-business background will be submitted to the September Programmes Committee.
 - Advanced topics in management as part of the core, with a flexible elective portfolio and a year-long international project enabling students to develop leadership skills in a fully immersive way.
 - Fully integrated mandatory international elements and skills development to prepare students for international careers.
 - An updated programme name "MSc International Management" to better reflect the content of the programme and to clearly differentiate it from the new programme for non-business applicants.
- 6.6.4 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from September 2019 subject to the following recommendations:
- That the Department write to the External Examiner for their comments supporting the changes proposed;
 - That the Department inform applicants, offer-holders and affected students regarding the changes to the programme;
 - That the Department provide the communication drafted for applicants and offer-holders regarding the changes to the programme to the Quality Assurance Team. This will then be approved by Student marketing and the Admissions team before being sent to students.

7 Suspensions and Withdrawals of Existing Programmes

7.1 PC.2017.79 MSc Petroleum Geophysics

7.1.1 The Committee considered a proposal from the Department of Earth Science and Engineering to withdraw the above programme with effect from October 2018.

7.1.2 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2018.

7.2 PC.2017.80 MSc Advanced Nuclear Engineering

7.2.1 The Committee considered a proposal from the Department of Materials to withdraw the above programme with effect from October 2019 (to be withdrawn from recruitment and admissions from October 2018).

7.2.2 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2019.

7.3 PC.2017.81 MRes Clinical Research (Human Vaccinology)

7.3.1 The Committee considered a proposal from the Department of Medicine to suspend the above programme stream for one academic year with effect from October 2018 and retrospectively from October 2017.

7.3.2 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2018.

7.4 PC.2017.82 MBBS Medicine (Graduate Medicine)

7.4.1 The Committee considered a proposal from the School of Medicine to suspend the above programme for one academic year with effect from October 2019 (to be withdrawn from recruitment and admissions once approved).

- 7.4.2 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2019.
- 7.4.3 The Department are advised to consider how the Advanced Standing cohort/programme would be affected as a result of the proposed changes.

7.5 PC.2017.83 UG Mathematics with Education

- 7.5.1 The Committee considered a proposal from the Department of Mathematics to suspend both the BSc and MSci in Mathematics for three academic years retrospectively with effect from October 2017.
- 7.5.2 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from October 2019.

8 New Short Course Proposal

8.1 PC.2017.84 Systems Engineering in Infrastructure

- 8.1.1 The Committee considered a proposal from the Department Civil Engineering to introduce the above short course from September 2018.
- 8.1.2 The Committee agreed to recommend the proposal to the Quality Assurance & Enhancement Committee for approval with effect from September 2018.

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 11 September 2018, 10:00 - 13:00, Ballroom, 58 Prince's Gate.
Tuesday 16 October 2018, 10:00 - 13:00, Ballroom, 58 Prince's Gate.
Tuesday 27 November 2018, 10:00 - 13:00, Boardroom, 4th Floor Faculty Building.
Tuesday 8 January 2019, 10:00 - 13:00, Ballroom, 58 Prince's Gate.
Tuesday 19 February 2019, 10:00 - 13:00, Ballroom, 58 Prince's Gate.
Tuesday 26 March 2019, 10:00 - 13:00, Ballroom, 58 Prince's Gate.
Tuesday 7 May 2019, 10:00 - 13:00, Ballroom, 58 Prince's Gate.