

IMPERIAL

Programmes Committee (PC)

Minutes from the meeting held on:

Thursday 22 May 2025

Present

Dr Clemens Brechtelsbauer (Chair), Ms Laura Gardner (Secretary), Dr Tiffany Chiu, Dr Cloda Jenkins, Dr Michael Weatherburn, Ms Judith Webster, Dr William Cox, Dr Jeffrey Vernon, Dr Elaina McGinn, Dr Errikos Levis, Dr Kate Ippolito, Ms Emina Hogas, Ms Betty Yue, Dr Magdalena Jara and Professor Alessandro Astolfi.

In attendance

Ms Amy Huynh, Dr Sanooj Soni, Dr James Bull, Dr Oscar Ces and Mr Steve Ward.

Apologies

Ms Camille Boutrolle, Dr Lorraine Craig, Dr Vijay Tymms, Dr Derek Huntley and Mr Scott Tucker.

1. Welcome and Apologies

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

Dr Sanooj Soni as well as Dr Oscar Ces and Dr James Bull were welcomed as representatives for the two new programme proposals, to be discussed under items PC.2024.86 and PC.2024.99.

The Chair welcomed Steve Ward as an observer for this meeting.

2. Report of the previous meeting

The minutes of the previous meetings held on Thursday 20 and Thursday 27 March 2025 (offline) were confirmed as an accurate record.

3. Matters arising from minutes

There were no matters arising.

ITEMS FOR CONSIDERATION

4. New programme proposals

Faculty of Medicine

4.1 PC.2024.99 Department of Surgery and Cancer MRes Translational Research in Surgery, Peri-operative and Critical Care (TR-SPCC)

To consider a new programme proposal from the Department of Surgery and Cancer, with effect from October 2026.

4.1.1 The Chair confirmed the proposal has been approved by the Admissions Sub-Committee (ASC). The Chair of ASC requested that the associated risks with the proposal are highlighted, noting that a significant marketing campaign would be required, given the significant lack of data, given both the time constraints and the uniqueness of the programme.

The committee were supportive of the proposal, commending the relevance and potential impact of the provision.

PC agreed to recommend approval of the proposal, subject to the following recommendations:

- Review the highlighted sections of Forms B and C to address typographical errors and improve clarity.
- Confirm that 'some additional space at the Chelsea and Westminster and South Kensington campuses' (p. 8, Form B) has been provisionally allocated for this programme.
- Provide confirmation that succession planning for the programme is in place. For example, how will 'sustained mentorship' be facilitated and managed for new and existing module leads?
- Regarding the format and assessments for Modules 1-3 (p. 6, Form C), revise the sections on awarding marks for group-based case study/oral presentation and systemic review components to improve clarity.
- Revise and align the wording associated with the 'audience' and 'entry requirements' sections in the programme specification to clarify what requirements applicants need to meet to be admitted onto the programme. For example, a 'science background' or in an 'engineering-based subject' (pp.2-4, programme specification).
- Revise the assessment strategy section and assessment tab in the 'Framework for Innovation' module specification to clarify how marks will be allocated for group-work.
- Revise the learning outcomes to improve measurability and revise the assessment strategy section and assessment tab in the 'Frontiers of Translation Research' module specification to clarify how marks will be allocated for group-work.

The following feedback was suggested which is not preventative in progressing the proposal:

- Regarding the programme aim 'Produce the next generation of translational research leaders' (p.2, Form B). Consider revising this wording to indicate this programme represents a step towards this goal.
- Confirm that no exit awards will be offered on this programme.
- Consider revising the learning outcomes for the 'Research project' module specification to remove reference to a written report being 'high-impact'; this cannot be established through internal assessment only within the timeframe of the programme.
- The 'Framework for Innovation' module specification states there are 8 hours of 'placement', but the activity is one day and so does not meet the definition of a placement. This element is referred to as an 'observership' but perhaps the term 'site-visit' would be more understandable. The team are encouraged to reallocate the 'observership/site-visit' hours to the 'other scheduled' box on the module specification.
- The 'Research Project' module indicates that it will always be undertaken in an internal research project group. If this is the case, the team should revise the module specification to indicate placement activity is not allowed and insert the following

wording in the programme specification: *'It is not possible for projects to be carried out partly or wholly at an external organisation.'*

- 4.1.2** PC advised that the recommendations above be considered and that the updated documentation be submitted to the Quality Assurance and Enhancement team. Subject to a satisfactory response, PC agreed to recommend the proposal to the QAEC for approval via Chairs Action, with effect from October 2026.

Faculty of Natural Sciences

4.2 PC.2024.86 Department of Chemistry MRes Synthetic Cell Science

To consider a new programme proposal from the Department of Chemistry, with effect from October 2026.

- 4.2.1** The Chair confirmed the proposal has been approved by the Admissions Sub-Committee (ASC).

The committee were supportive of the proposal, commending the thorough and well-evidenced documentation, with a clear rationale. Members also noted that the programme is topical, draws on existing expertise of research within the department and has a well-developed student support system.

PC agreed to recommend approval of the proposal, subject to the following recommendations:

- Clarify the expectations and requirements for applicants to 'read approved texts prior to the start of the programme' (p. 4, Form B). If optional, the wording should make that clear. If mandatory, then this content needs to be included in a module description. For optional reading, consider how applicants will access this material, and ensure this is clearly stated on the programme specification and associated marketing communications.
- Regarding the new compulsory module 'HackSynCell':
 - Confirm that students can meet all programme learning outcomes even if they do not pass the new compulsory module 'HackSynCell'.
 - Members noted the prevailing success of the 4-6 minute 'instructional video' assessment component. The programme team are encouraged to provide evidence (e.g. through a marking scheme) that the length of the assessment is appropriate to determine whether students are able to meet all learning outcomes for a 15 ECTS module within the specified time frame.
 - Ensure students are informed of how 'audience engagement' criteria for the pre-recorded 'instructional video' will be marked. For example, consider what is being assessed and how will this criteria be appropriately marked.
- Programme learning outcome 6 refers to students being able to 'recognise and critically appraise.... commercialisation and translation opportunities in Synthetic Cells research...[including]...an understanding of public engagement and policy development...'. Members noted that this is briefly referred to in the modules 'Nanomedicine' (CHEM70059) and 'Proposal for Synthetic Cell Research Project'.

Confirm that there is sufficient content to enable students to meet this programme learning outcome, in addition to optional engagement with the initiatives such as the Imperial Festival, Biohackspace Reach.

The following feedback was suggested which is not preventative in progressing the proposal:

- Review expectations set around the provision of academic feedback throughout the documentation, especially as the 'Academic Feedback Policy' does not distinguish between exams and coursework.
- Reconsider referring to oral examinations as 'viva's' if they do not require alignment with the university viva procedures.
- Revise the module learning outcomes 4 and 5 for the new core module 'Proposal for Synthetic Cell Research Project' to ensure students can meet them objectively.
- Reconsider the expected standard of a research proposal from a postgraduate taught student, as outlined in programme learning outcome 9, which states it should be 'appropriate for submission to an academic funding body'.
- Regarding the new core module 'Synthetic Cell Research Project':
 - The supervisor appears to contribute to over 70% of a student's final mark. The committee noted that the department already has mechanisms to gather and address feedback in a timely manner, to avoid issues with supervisor-student relationships. Members suggested that the programme team could also consider swapping supervisors or some components, to improve impartiality.
 - Clarify the timings of 9-month project work in the documentation.
- The committee noted that although 'Nanomedicine' (CHEM70059) is listed as a compulsory module for this programme, it is not condonable as it has a must-pass assessment component.

4.2.2 PC advised that the recommendations above be considered and that the updated documentation be submitted to the Quality Assurance and Enhancement team. Subject to a satisfactory response, PC agreed to recommend the proposal to the QAEC for approval via Chairs Action, with effect from October 2026.

5. Major modifications

Faculty of Engineering

5.1 PC.2024.87 Department of Electrical and Electronic Engineering MSc Artificial Intelligence Applications and Innovation (H5A1)

To consider a major modification proposal from the Department of Electrical and Electronic to introduce a new compulsory module 'Responsible AI: Ethics at Work' and change the rules by which students select their elective modules for the named programme above, with effect from October 2025.

5.1.1 The committee were supportive of the proposal, noting the programme team had responded to all recommendations set when the proposal was first presented to the committee (PC.2024.35).

Members noted that 'Responsible AI: Ethics at Work' remains as a 5 ECTS module with nine learning outcomes and four assessment components, including class participation component worth 20% of the total module mark.

5.1.2 PC agreed to recommend the proposal to QAEC for **approval**.

The following feedback was suggested which is not preventative in progressing the proposal:

- Ensure students are informed about how the 'class participation' component will be assessed and consider how students can be alternatively assessed if they are unable to attend class.
- Regarding the institutional directive to reduce assessment, continue to reflect on and review the number and scope of module learning outcomes and assessments, to ensure students are not overburdened.

Faculty of Medicine

**5.2 PC.2024.88 Department of Brain Sciences
MSc Translational Neuroscience (A3TN)**

To consider an in-session modification proposal from the Department of Brain Sciences to change the 'must pass' assessment rule for 'Machine Learning in Neuroscience' (BRAI70013), with effect from October 2024.

5.2.1 PC agreed to recommend the proposal to QAEC for **approval**.

**5.3 PC.2024.89 School of Public Health
Master of Public Health (A3BH)**

To consider a major modification proposal from the School of Public Health to amend the ECTS credits for 'Health Economics' (PUBH70044) from 7.5 to 5 ECTS and replace 'Health Economics' (PUBH70011) with the revised module, with effect from October 2025.

5.3.1 PC agreed to recommend approval of the proposal, subject to the following recommendations:

- Regarding the 'Health Economics' (PUBH70044) module specification:
 - Revise the allocated study hours to reflect the updated ECTS allocation. For example, a 5 ECTS module should be equivalent to 125 hours of study.
 - Revise the assessments on the module specification to:
 - Clarify the length of the multiple-choice questions (90 vs 120 mins)
 - Remove reference to '9 pages' from the report component and refine the word-count limit.
- Regarding the programme specification:
 - Review and update the breakdown of assessments methods over the academic year so it totals 100% (p. 6).

- Review and update the 'Infectious Diseases' stream programme structure in the programme specification to clarify students are expected to take two compulsory modules, rather than three.

5.3.2 PC advised that the recommendations above be considered and that the updated documentation be submitted to the Quality Assurance and Enhancement team. Subject to a satisfactory response, PC agreed to recommend the proposal to the QAEC for approval via Chairs Action, with effect from October 2025.

5.4 PC.2024.90 Department of Surgery and Cancer
Postgraduate Certificate in Digital Health Leadership (A3DHC)
Postgraduate Diploma in Digital Health Leadership (A3DHD)

To consider a major modification proposal from the Department of Surgery and Cancer, with effect from October 2025:

- Update the assessments and assessment strategy for compulsory modules 'Leadership in Practice' (SURG70089), 'Data-driven Decision Support' (SURG70090), 'Health Information Systems' (SURG70091), 'Innovation in Healthcare' (SURG70092), 'Design for Digital Transformation' (SURG70094), 'Strategy and Transformational Change' (SURG70095) and 'Essentials of Health Systems' (SURG70096).
- Update the learning outcomes for compulsory module, 'Innovation in Healthcare' (SURG70092).
- Remove pre-requisite rules of modules delivered on the above-named programmes.
- To note the continued suspension of the PG Certificate in Digital Health Leadership for a second year.

5.4.1 PC agreed to recommend the proposal to QAEC for **approval**.

The following feedback was suggested which is not preventative in progressing the proposal:

- The committee note that the proposed assessment changes now align the Track A and B modules on the programme. The programme team are encouraged to continue to review the burden and scope of assessments across programme to ensure variety and alignment with the institutional directive to reduce assessment.
- Ensure all relevant Module Leads are informed that pre-requisites have been removed from their modules, to ensure students are not expected to have pre-existing knowledge or skills.

Faculty of Natural Sciences

5.5 PC.2024.91 Department of Life Sciences
MSc Living Planet with Sustainable Agriculture and Technology
MSc Living Planet with Nature based Solutions

To consider a major modification proposal from the Department of Life Sciences to introduce two new programme streams, 'MSc Living Planet with Sustainable Agriculture and Technology' and 'MSc Living Planet with Nature based Solutions', with effect from October 2026.

5.5.1 The Chair confirmed the proposal has been approved by the Admissions Sub-Committee (ASC).

The committee commended the well-evidenced documentation, noting clear a rationale had been provided for the introduction of each stream, and aligns well with the Imperial Sustainability Strategy.

5.5.2 PC agreed to recommend the proposal to QAEC for **approval**.

The following feedback was suggested which is not preventative in progressing the proposal:

- Clarify in the programme specification where fieldwork is required in a module, who pays for the fieldwork, where it will be based (e.g. UK or elsewhere) and will alternatives be offered for students who are unable to attend. For example, the 'Biological Control', 'Agricultural Technologies' and 'Monitoring and Quantifying Biodiversity Change' module specifications refer to 'site visits' and/or 'a field course either abroad or in the UK'.
- Clarify whether the field work and practical work be accessible to students with a disability. For example, can the work be undertaken by virtual site visits or case studies for students with a disability or scheduling constraints.
- Clarify in the relevant module specifications where fieldwork is required, and where it isn't.
- The delivery of compulsory modules 'Agricultural Technologies', 'Integrated Crop Management' and 'Biological Control' is highly dependent on one person. Will another staff member be appointed to support the delivery of these modules? The programme team are encouraged to consider what contingencies will be in place in the event that the staff member is unavailable.
- The compulsory module 'Biological Control' will feature guest lectures from experts at CABI. Consider how the programme team will ensure the quality of the teaching for guest lectures.
- Given the structure of the other Living Planet streams, confirm whether 'Ecological Carbon Cycling for Net Zero' is a Term 1 (programme specification) or Term 1 and 2 module (module specification).
- For the new compulsory, stream-specific, mini-project assessments, clarify how the three marks (one for each of the new stream modules) will be communicated to students, and confirm whether students will receive feedback on all three components.

5.6 **PC.2024.92 Department of Physics**
BSc Physics (F300)
BSc Physics with Theoretical Physics (F325)
MSci Physics (F303)
MSci Physics with Theoretical Physics (F390)
MSci Physics with Year Abroad (F309)

To consider two major modification proposals from the Department of Physics to make the following changes, with effect from October 2025:

Modification form 1

- a) Remove the elective modules 'Year 3 Project' (PHYS60016) and 'Essay Project' (PHYS600017) and replace them with the new elective module 'Self-Study Module' for all the named programmes above.
- b) Remove the year 1 and year 2 progression criteria from the MSci Physics and MSci Physics with Theoretical Physics programmes.
- c) Change the module learning outcomes, content, learning and teaching approach, assessment strategy, assessment weightings and reduce the ECTS credits from 15 to 10 ECTS for the core module 'Comprehensives' (PHYS60002).
- d) Change the module learning outcomes, learning and teaching approach, assessment strategy, assessments and increase the ECTS credits from 5 to 7.5 for the core module 'Nuclear and Particle Physics' (PHYS60001).
- e) Change the module learning and teaching approach, assessment strategy and increase the ECTS credits from 5 to 7.5 for the core module 'Solid State Physics' (PHYS60003).

Modification form 2

- a) Remove the elective modules 'Complexity and Networks' (PHYS60010), 'Introduction to Plasmonics and Metamaterials' (PHYS70005) and 'Entrepreneurship for Physicists' (PHYS70015) from all the named programmes above.
- b) Remove the elective modules 'Quantum Field Theory' (PHYS70008) and 'Unification – The Standard Model' (PHYS70011) from the BSc Physics and BSc Physics with Theoretical Physics programmes.
- c) Change the module designation from core to elective for the module 'Mathematical Analysis' (PHYS40007) on all the named programmes above and add the existing elective 'Advanced Electronics' (PHYS40006) to the BSc Physics with Theoretical Physics and MSci Physics with Theoretical Physics programmes.
- d) Amendments to the MSci Physics with a Year Abroad programme specification to clarify information with regards to the year abroad placement.

5.6.1 The committee commended the exhaustive response submitted by the programme team to address the eight recommendations agreed for PC paper, PC.2024.44.

5.6.2 PC agreed to recommend the proposal to QAEC for **approval**.

The following feedback was suggested which is not preventative in progressing the proposal:

- Ensure students are informed of the marking criteria for the 'continuous assessment' component (25%) on the new elective module 'Self-Study Project'.

Imperial College Business School

5.7 PC.2024.93 Imperial Business School BSc Economics, Finance and Data Science (L1N3)

To consider the following major modification proposal from the Imperial Business School to make the following changes, with effect from October 2025:

- a) Update the programme learning outcomes.

- b) Update the module learning outcomes, module content and assessments for the compulsory module 'Accounting' (BUSI40005).
- c) Withdraw the compulsory module 'Essential Skills 1: Creative Problem Solving' (BUSI40009).
- d) Introduce a new level 4 compulsory module 'Essential Skills 1: Self-awareness and Effective Collaboration'.

To consider the following major modification proposal from the Imperial Business School to make the following changes, with effect from October 2026:

- a) Withdraw the compulsory module 'Essential Skills 2: Emotional Intelligence in the Workplace' (BUSI50007).
- b) Introduce a new level 5 compulsory module 'Essential Skills 2: Creative Problem Solving'.

5.7.1 PC agreed to recommend the proposal to QAEC for **approval**.

6. Short courses

6.1 PC.2024.94 Department of Chemical Engineering CDT in Green Industrial Futures Residential - Imperial College

To consider a proposal from the Department of Chemical Engineering for the creation of the named short course above, with effect from August 2025.

6.1.1 The committee noted that Imperial will own the short course and will deliver it on behalf of Heriot-Watt, but Heriot-Watt will award and record the credit. It was noted that students enrolled on the short course will adhere to Imperial processes and policies. Should the students complete their PhD, they will receive a transcript with the courses that they have attended, but no additional degree. The formal awarding of ECTS by Heriot-Watt is to allow an exit route should students leave without their PhD.

Members noted that transcript arrangements should be set out in the agreement between all parties.

6.1.2 PC agreed to recommend the proposal to QAEC for **approval**.

The following feedback was suggested which is not preventative in progressing the proposal:

- The committee noted the short course is a compulsory residential for postgraduate research students enrolled on the CDT. Consider how the department will support students located outside London to attend classes over the two-weeks.
- Clarify whether students are expected to complete three or four assessment pieces in the Course Specification, and ensure students are not overloaded during the two-week residential.

7. Programme suspensions and withdrawals

Faculty of Engineering

7.1 PC.2024.95 Department of Materials MSc Advanced Materials Science and Engineering Specialising in Nuclear Engineering (J2U3N)

To consider a major modification proposal from the Department of Materials to withdraw the named programme above, with effect from October 2025.

7.1.1 PC agreed to recommend the proposal to QAEC for **approval**.

Faculty of Medicine

7.2 PC.2024.96 Department of Surgery and Cancer MSc Healthcare and Design (A1HD)

To consider a major modification proposal from the Department of Surgery and Cancer to suspend the named programme above for 3 academic years, with effect from October 2025.

7.2.1 PC agreed to recommend the proposal to QAEC for **approval**.

Faculty of Natural Sciences

7.3 PC.2024.97 Department of Life Sciences MSc Living Planet with Ecological Applications (C1U7)

To consider a major modification proposal from the Department of Life Sciences to withdraw the named programme above, with effect from October 2026.

7.3.1 PC agreed to recommend the proposal to QAEC for **approval**.

8. Items to note

8.1 PC.2024.98 Chairs Report

PC noted the actions taken by the Chair on behalf of PC since the previous meetings on Thursday 20 and Thursday 27 March 2025.

Chairs Action

On behalf of PC, the Chair approved the following requests and recommended that QAEC approve the proposals:

Faculty of Engineering

8.2 PC.2024.34 Department of Electrical and Electronic Engineering BEng Electrical and Electronic Engineering (H600) MEng Electrical and Electronic Engineering (H604)

MEng Electrical and Electronic Engineering with Management (H6N2)
MEng Electrical and Electronic Engineering with a Year Abroad (H6O1)
BEng Electronic and Information Engineering (HG65)
MEng Electronic and Information Engineering (GH56)
MEng Electronic and Information Engineering with a Year Abroad (HG6M)
MSc Analogue and Digital Integrated Circuit Design (H6W8)
MSc Communications and Signal Processing (H6U8)

The revised documentation in response to the recommendations made at the PC meeting on 20 March 2025, for modifications **1, 7 and 8**.

Recommendations:

- Review and clarify the resit requirements and expectations for students who fail the teamwork assessment components in the modules ‘Electronics Design Project 1’ (ELEC40006) and Electronics Design Project 2’ (ELEC500015), ‘MEng Group Project’ (ELEC60014) and ‘Individual Industrial Placement’ (ELEC60016). The programme team are encouraged to consider that where a first assessment cannot be replicated, an alternative assessment should be developed to allow students to progress as normal to the next level of study. (Modification form 1)
- Provide a copy of the ‘Optoelectronics’ (ELEC60023/ELEC70023) module specifications. (Modification form 7)
- Correct the ECTS/CATS information listed on the ‘Professional Competencies Portfolio with Industrial Experience’ (ELEC70107), ‘Professional Competencies Portfolio’ (ELEC70108), ‘Professional Competencies Portfolio for Year Abroad’ and ‘Professional Competencies Portfolio with Industrial Experience for Year Abroad’ module specifications. (Modification form 8)
- Clarify how the new compulsory Professional Competency for Year Abroad modules are different to the existing ‘Professional Competencies Portfolio with Industrial Experience’ (ELEC70107), ‘Professional Competencies Portfolio’ (ELEC70108). The Committee note the similarities between the description, learning outcomes and competencies listed in each module specification. (Modification form 8)

*Note: the proposals outlined in modification forms **2, 3, 4, 5, 6, 9 and 10** were recommended for approval by PC at the meeting on 20 March 2025.*

8.3 PC.2024.54 Department of Civil and Environmental Engineering
MEng Civil Engineering (H2O1)
MEng Civil Engineering with a Year Abroad (H2O2)

The revised documentation in response to the recommendations made at the offline PC meeting on 27 March 2025.

Recommendation:

Specify whether the ‘Finite Element Analysis project’ component is an individual or group assessment (or whether students can choose), in the ‘Computational Methods 2’ (CIVE50003) module specification.

8.4 PC.2024.55 Department of Civil and Environmental Engineering
MSc Environmental Engineering (H2UM)
MSc Environmental Engineering with Data Science (H2UMD)
MSc Hydrology and Water Resources Management (H2UP)

The revised documentation in response to the recommendations made at the offline PC meeting on 27 March 2025.

Recommendation:

Amend the assessment type for the component 'Timed PC lab assessment (Closed book – 2h duration)' to 'Exam' and update the assessment strategy box to reflect this change on the 'Computational and Statistical Tools for Environmental Analytics' module specification.

8.5 PC.2024.56 Department of Computing
BEng Computing (G400)
MEng Computing (G401)
MEng Computing (Artificial Intelligence and Machine Learning) (G700)
MEng Computing (International Programme) (G402)
MEng Computing (Management and Finance) (G501)
MEng Computing (Security and Reliability) (G610)
MEng Computing (Software Engineering) (G600)
MEng Computing (Visual Computing and Robotics) (GG47)
BEng Mathematics and Computer Science (GG14)
MEng Mathematics and Computer Science (GG41)

The revised documentation in response to the recommendations made at the offline PC meeting on 27 March 2025.

Recommendations:

- Regarding the proposal outlined in modification form 4, specify the duration and conditions of the 'written exam', as well as whether the 'one assessed coursework' is individual or group, and include the associated word-count on the 'Custom Computing' (COMP60008) module specification.
- Confirm that students who take 'Custom Computing' (COMP60008) module specification as an elective are not negatively impacted with the removal of module content.

8.6 PC.2024.58 Department of Electrical and Electronic Engineering
BEng Electrical and Electronic Engineering (H600)
BEng Electronic and Information Engineering (HG65)
MEng Electronic and Information Engineering (GH56)
MEng Electrical and Electronic Engineering with Management (H6N2)
MEng Electrical and Electronic Engineering with a Year Abroad (H601)
MEng Electrical and Electronic Engineering (H604)
MEng Electronic and Information Engineering with a Year Abroad (HG6M)

The revised documentation in response to the recommendation made at the offline PC meeting on 27 March 2025.

Recommendation:

- Clarify why the 'Professional Competencies' component on the module 'Individual Project (ELEC60017)' is weighted as 0%, as the specification states that those elements will be assessed via the final report and presentation or poster components.

Faculty of Medicine

**8.7 PC.2024.26 Department of Metabolism, Digestion and Reproduction
MSc Computational Biomedicine**

The revised documentation in response to the recommendations made at the PC meeting on 20 March 2025.

Recommendations:

- Confirm if students are expected to attempt all summative and formative assessment components to pass a module (Form E).
- Remove reference to the 'Rule of progression: students must attempt all assessments' from the 'Machine Learning for Translational Neuroscience' module specification.
- Confirm the core time zone for the programme's delivery in the programme specification and associated marketing materials. This includes outlining requirements and expectations for attending live lectures, live tutorials, assessments, examinations, and 'team-based learning activities' etc.
- Clarify requirements and expectations for PGCert and MSc students to source and use virtual reality headsets throughout paperwork. If required, associated costs and requirements should be outlined under the additional costs section on the programme specification and referenced in associated marketing materials.
- Consider including a statement on which programming language(s) will be used and/or taught, in the programme specification and associated marketing materials.
- Regarding research projects, confirm there will be sufficient projects to allocate to students each year, including those proposed from other departments and institutes within the Faculty of Medicine.
- Clarify requirements and expectations around synchronous and asynchronous teaching activities, to ensure teaching and pastoral support workloads are sufficiently balanced.
- Consider how potential ethical issues of accessing worldwide databases will be managed throughout the programme. For example, will all students be able to access the same datasets from their home countries? Consider including ethical access to databases in staff training exercises, alongside copyright and licensing restrictions.
- Confirm that 'opportunities for students to give feedback and receive details of any action taken' will include university-wide governance structures such as the Staff-Student Committee.
- Form C states that 'master's students will select a research project, from the projects offered by PIs in the departments of the Faculty of Medicine as well as other associated

institutes.' Clarify how this aligns with the expectation that students will 'formulate original ideas, develop independent research plans and critically evaluate the work of others, as expected at FHEQ level 7'

- If students are selecting from predefined research projects, does this limit their opportunity to meet the expectation?
 - Would it be more effective to allow students greater flexibility to develop their own research focus?
 - Could there be scope for students to shape their projects to foster independent inquiry?
- Provide a brief visual representation of how the September and January cohorts will progress throughout the programme. Indicate how both cohorts will merge into module 2.
- Consider potential issues associated with the online delivery model. For example, how will the programme team address issues around the psychology of remote learning, as well as replicate social interactions and cohort building exercises using online platforms and VR-headsets.
- Regarding the accessibility and reliability of technology delivery systems (Form E), confirm that the programme proposal has been discussed with ICT colleagues.
- Review the programme and module specifications to ensure student-facing language is used and correct any typographical errors.

8.8 PC.2024.61 Department of Metabolism, Digestion and Reproduction MSc Reproductive and Development Biology (A3TJ, A3TJC)

The revised documentation in response to the recommendations made at the offline PC meeting on 27 March 2025.

Recommendations:

- Consider revising the Feedback statement in the 'Gonads to Gametes' (META70024) module specification on marks to 'Provisional marks will be made available until final marks are agreed by the Board of Examiners in September at the end of the programme.'
- Clarify how the following statement in the modification form relates to the applied degree algorithm, as outlined on the programme specification: *'When considering students for uplift,we note that greater weight was given to the outcomes of individual assessments, compared to the team-based assessments.'*

8.9 PC.2024.62 National Heart and Lung Institute MSc Cardiovascular and Respiratory Healthcare (A3I4 / A3I424) Postgraduate Diploma in Cardiovascular and Respiratory Healthcare (A3I4D / A3I421) Postgraduate Certificate in Cardiovascular and Respiratory Healthcare (A3I4C)

The revised documentation in response to the recommendations made at the offline PC meeting on 27 March 2025.

Recommendations:

- Confirm that students are able to meet all programme learning outcomes (including the PGDip and PGCert) having completed core modules.
- Consider whether a student who has achieved a compensated pass in all three compulsory modules is still able to meet all the programme learning outcomes.

**8.10 PC.2024.63 School of Public Health
MSc Health Data Analytics and Machine Learning (A3BJ)**

The revised documentation in response to the recommendation made at the offline PC meeting on 27 March 2025.

Recommendation:

- Revise the assessment strategy and tab on the 'Translational Data Science' (PUBH70028) module specification so the components add up to 100%.

Faculty of Natural Sciences

**8.11 PC.2024.64 Department of Chemistry
MSci Chemistry with Research Abroad (F104)
MSci Chemistry with Research Abroad and a Year in Industry (F101)**

The revised documentation in response to the recommendation made at the offline PC meeting on 27 March 2025.

Recommendation:

- Clarify how students will be able to demonstrate that they have met the year abroad specific learning outcomes. For example, what opportunities will students have to meet the learning outcomes and outline how they will be assessed.

**8.12 PC.2024.68 Department of Mathematics
BSc Mathematics with Mathematical Computation (G102)**

The revised documentation in response to the recommendation made at the offline PC meeting on 27 March 2025.

Recommendation:

- Confirm whether changing the module designation of 'Network Science' (MATH50007) from core to elective impacts the programme-level learning outcomes.

**8.13 PC.2024.43 Department of Mathematics
MSc Statistics (G3U1)
MSc Statistics (Applied Statistics) (G3U1A)
MSc Statistics (Biostatistics) (G3U1B)
MSc Statistics (Data Science) (G3U1D)
MSc Statistics (Statistical Finance) (G3U1S)
MSc Statistics (Theory & Methods) (G3U1T)**

The revised documentation in response to the recommendations made at the PC meeting on 20 March 2025.

Recommendations:

- Review the following sentence in the assessment methods section of the programme specification – specifically, to unpack what is meant by ‘draw the student in a pedagogically useful manner’:
The research project component of the MSc will be assessed in a scaffolded manner that draw the student in a pedagogically useful manner and include the three stages of Reading, Preparing Research, and Delivering Research.
- Ensure module learning outcomes can be addressed by both open and closed book examinations. If so, include reference to the possibility of examinations being open or closed book in the module specifications. Students must be informed in advance as to whether an exam is open or closed book.
- Ensure all assessment components listed on module specifications outline whether they are group or individual and specify the associated word-count and/or duration.

**8.14 PC.2024.70 Department of Mathematics
MSc Machine Learning and Data Science (I4G1)**

The revised documentation in response to the recommendation made at the offline PC meeting on 27 March 2025.

Recommendation:

The ‘Programming for Data Science’ (MATH70094) module specification indicates the assessments are not ‘must pass’. Clarify how this aligns with the rationale noted in the modification form: ‘Instead of adding more or longer assessments, which would add additional pressure on students and likely not lead to more “usual” marks, making this a must-pass module will allow students to focus better on the desired learning outcome.’

Imperial Business School

**8.15 PC.2024.24 Imperial Business School
MRes Business (1 year) (N1UQ)
MRes Business (2 years) (N1UQ2)**

The revised documentation in response to the recommendations made at the PC meeting on 20 March 2025.

Recommendations:

- For the compulsory module, ‘Data Analysis Tools’ (BUSI70165):
 - a. Clarify the ECTS credit value associated with the module.
 - b. Consider reviewing the feedback section on the module specification to indicate that students will receive feedback from self-assessment, tutorials etc.

- c. Reconsider whether students could achieve the module learning outcome 'Develop new analytic and numerical techniques' in a 2-hour examination. The programme team are encouraged to revisit the learning outcome and/or module assessment strategy.

**8.16 PC.2024.72 Imperial Business School
Intercalated BSc with Management (A127)**

The revised documentation in response to the recommendation made at the offline PC meeting on 27 March 2025.

Recommendation:

- Specify the word count for the group report component on the 'Health Economics' (BUSI60030) module specification. When issuing the assignment brief, the team are encouraged to clearly outline whether the word count includes references and figures.

**8.17 PC.2024.78 Imperial Business School
MSc Innovation, Entrepreneurship and Management (12 months) (N201T)
MSc Innovation, Entrepreneurship and Management (16 months) (N201T2)**

A major modification proposal from the Imperial Business School to make the following changes for the named programmes above with effect from September 2025:

- a) Change the rules by which students choose their electives.
- b) Change the assessment grading method from numeric to pass/fail for the elective module 'Work Placement' (BUSI70380).
- c) Withdraw the compulsory module 'Personal Innovation Development' (BUSI70376).
- d) Introduce the new compulsory module 'New Venture Creation'.

**8.18 PC.2024.82 Imperial Business School
MSc Business Analytics (12MFT) (N290T)
MSc Business Analytics (16MFT) (N290T2)**

The revised documentation in response to the recommendation made at the offline PC meeting on 27 March 2025.

Recommendation:

- Clarify where the critical appreciation of the pitfalls of LLMs (like hallucinations or making projections on out-of-date data) is included in the course and explain why this is not reflected as a specific learning outcome.

**8.19 PC.2024.CA18 Imperial Business School
MSc Finance (N301/N3012)
MSc Finance and Accounting (N302/N3022)
MSc Investment and Wealth Management (N303/N3032)
MSc Financial Technology (N305/N3052)
MSc Risk Management and Financial Engineering (N34G/N34G2)**

A major modification proposal from Imperial Business School to make the following module changes, with effect from September 2025:

- a) Update the allocation of study hours and assessment for 'Macro Finance' (BUSI97071), 'Financial Accounting' (BUSI97319) and 'Applied Econometrics' (BUSI97321).
- b) Update to assessment for 'Stochastic Calculus for Finance' (BUSI97144), 'Financial Engineering' (BUSI97149), 'Applied Project' (BUSI97053), 'Applied Project' (BUSI97323).
- c) Update to module description, content and assessment for 'Applied Project' (BUSI97633), 'Applied Project' (BUSI97340) and 'Applied Project' (BUSI97142).
- d) Update the allocation of study hours for 'Management Accounting' (BUSI97317).
- e) Update to module content and assessment for 'Fundamentals of Derivatives' (BUSI97327).
- f) Update to module content for 'Accounting and Corporate Finance' (BUSI97629).
- g) Update to learning outcome and assessment for 'Applied Project (Work Placement)' (BUSI97072), 'Applied Project (Work Placement)' (BUSI97330), 'Applied Project (Work Placement)' (BUSI97635), 'Applied Project (Work Placement)' (BUSI97347) and 'Applied Project' (Work Placement)' (BUSI97154)
- h) Update to learning outcomes and assessment for 'Project' (BUSI97040).
- i) Update to module description, content, learning outcomes and assessment for 'Project' (BUSI97313), 'Project' (BUSI97627), 'Project' (BUSI973333) and 'Project' (BUSI97137)

9. Quality Assurance & Enhancement Committee (QAEC)

PC noted the minutes from the previous QAEC, published on the university website:

www.imperial.ac.uk/about/governance/academic-governance/senate-subcommittees/quality-assurance-enhancement-committee/

10. Any other business

10.1 Members discussed refining the remit of recommendations set for proposal teams to address. It was agreed that recommendations should be QA-focussed, clear, actionable and the proposal team response should include a word limit.

10.2 The Chair confirmed that this was Vijay Tymms and Camille Boutrolle's last meeting. PC thanked Vijay and Camille for their engagement and contributions to the committee throughout the academic year.

Members noted that the Secretary for PC, Laura Gardner, will be on maternity leave for 2025-26 and an interim Secretary will be announced in due course.

The Chair announced that he will be stepping down from the role as Chair of PC after five years tenure. Members thanked Clemens for his hard work and leadership on behalf of the committee, noting that his input, pragmatism and guidance extended beyond meeting business.

10.3 Committee members were thanked for their continued contributions and the meeting was closed.

11. Dates of future meetings

9.1 Members noted dates for the upcoming PC meetings in 2025/26.

- 23 October 2025
- 27 November 2025
- 29 January 2026
- 19 March 2026
- 21 May 2026