

Education Committee CHERS-CLCC

11 December 2018
Confirmed minutes

Present

Gonzalez-Becerra, Iria (IGB)
Horsburgh, Dr Jo (JH)
Ippolito, Kate (KI)
McCarthy, Aoife (AM)
Mellor, Dr Felicity (FM)
Mestel, Professor Jonathan (JM)
Ramakrishnan, Dr Latha (LR)
Stapley, Claire (CS)
Trotta, Dr Roberto (RT)
Ward, Kirstie (KW)

Co-ordinator of Spanish, CLCC
Director of Postgraduate Studies, Centre for HE, Research and Scholarship
Co-Chair & Principal Teaching Fellow, Educational Development Unit
Manager, Educational Development Unit (Secretary)
Director of Postgraduate Studies, CLCC
College Consul (Natural Sciences and Education Office)
Student representative, CHERS and Strategic Teaching Fellow, FoM
Manager, Centre for Languages, Culture and Communication
Co-Chair & Director, Centre for Languages, Culture and Communication
Assistant Registrar (Academic Standards), Registry

Apologies

Dadonaite, Bernadeta (BD)
Hadley, Aaron (AH)
Heming, Lucy (LH)
Luy, Alejandro (AL)
Paraskos, Michael (MP)
Rew, Alice (AR)
Starr-Egger, Dr Felicitas (FSE)
Thiermann, Ute (UT)
Webster, Dr Stephen (SW)
Zalli, Dr Agirta (AZ)

Student representative, CLCC
Student representative, CLCC
Senior Assistant Registrar, Registry
Deputy President (Education), Imperial College Union
Evening Classes Manager, CLCC
Manager, Centre for Languages, Culture and Communication
Director, Language Studies
GSU President, Imperial College Union
Head, Science Communication Unit
Student representative, CHERS and Digital Learning Designer, Digital Learning Hub

1. Welcome and Apologies

The Chair welcomed the committee and noted apologies. Introductions were made and the student representative for CHERS, Latha Ramakrishnan, was welcomed to the committee.

2. Minutes from the Previous Meeting

CCEC.2018.17

The committee approved minutes of the meeting dated 25 September 2018.

3. Matters Arising

Item 4. Education Committee Terms of Reference (ToR), constitution & membership

As agreed in the last meeting, student representatives were confirmed at the start of the academic year as follows -

CLCC

Dadonaite, Bernadeta
Hadley, Aaron

CHERS

Ramakrishnan, Dr Latha
Zalli, Dr Agirta

4. Programme modification

4.1 Changes to Year in Europe/Year Abroad and Language for Sciences degrees (CLCC)

4.1.1 Contribution of Year in Europe/Year Abroad classes to Horizons grades

It was explained to the committee that Year Abroad students are required to take a relevant Horizons language course, with an additional hour long class each week, to prepare them for a year abroad studying in their target language.

Ira Gonzalez-Becerra presented a proposal to change the assessment of this additional hour to lessen its impact on the student's overall Horizons grade. Currently students enrolled on

language courses at levels 2 and level 3 take an in-class test worth 15% of the written Horizons grade and there is no requirement for an oral assessment. Those at levels 4, 5 and 6 take an in-class test worth 20% of the overall Horizons written grade and prepare a presentation worth 5% of the overall Horizons oral grade.

It is proposed that assessment for those at level 2 and 3 will continue as before. For those at level 4, 5 and 6, there will be no written assessment and the presentation assessment will be worth 15% of the overall Horizons oral assessment. Students will also be asked to prepare a bilingual glossary, an abstract in the target language and a bibliography

This change is designed to avoid over assessment.

The committee expressed concern that Year in Europe and Year Abroad students are required to undertake more work than other Horizons students for the same credit. In response it was explained that extra work is required to ensure students are suitably prepared for studying in their target language.

Action: after discussion the committee approved this change, which is planned for the 2019-20 cohort, subject to Programmes committee review.

4.1.2 Assessment for content modules within Language for Science degrees

The change of credit attached to Horizons courses, as part of the Curriculum Review, necessitated a review of the Language with Science (LFS) degree programmes.

The degree courses affected are:

- BSc Biology with /Language/
- BSc Biochemistry with /Language/
- BSc Biotechnology with /Language/
- MSci Chemistry with /Language/

It is proposed that the assessment for content modules is changed as follows:

History and Politics (Year 1)

- 50 min. in-class writing task 25% (at the end of term 1)
- **Research project 50% in place of the current 2-hour exam** (topic seen in class, 2300 [+/- 5%] words in year 1 to be submitted at the end of the Easter vacation)
- Oral presentation 25% (30 min. viva on research project; during the third term)

History of Science (Year 2)

- 50 min. in-class writing task 25% (at the end of term 1)
- **Research project 50% in place of the current 2-hour exam** (topic seen in class, 4000 [+/- 5%] words in year 2; to be submitted at the end of the Easter vacation)
- Oral presentation 25% (30 min. viva on research project; during the third term)

The length of the research project reflects progression over the two years. Students will be required to submit a project proposal, to be received within the specified deadline (10%)

Extended Essay (Year 3)

A reduction from 8000-10000 words to 8000 words is proposed.

Translation (Year 4)

Reduction in the number of courseworks from six to five is proposed. The final 2-hour examination remains.

It was noted that these changes will be included in curriculum review documentation for the affected degree courses and will be reviewed at the relevant departmental FEC.

Action: the committee approved this change, which is planned for the 2019-20 cohort, subject to Programmes committee review.

5. Reviewing degrees with a language element

The committee agreed that all degrees with a language element should be reviewed by both the faculty education committee of the department in which it is embedded, and the CHERS-CLCC committee where a languages department representative is situated. Going forward approval should be granted subject to approval from the other relevant committee.

Action: Registry to confirm the need for a 'double sign-off' with the Programmes committee.

6. UG Annual Monitoring Reports

6.1 CLCC Monitoring report 2018-19 (reporting on 2017-18)

Dr Roberto Trotta presented the CLCC monitoring report (on 2017-18) to the committee.

In 2017-2018, Horizons ran 43 courses in Science, Culture and Society (SCS); Global Challenges; Business and Professional Skills. A further nine languages are currently offered over six levels. The programme enrolled 4263 students or 44% of the UG population and 2276 students completed the programme. Student feedback (SOLE) remains excellent and significantly outperforms the College average.

The programme's aim in the coming year is to continue supporting the learning and teaching strategy by ensuring Horizons is well aligned with the strategies aims and by collaborating more closely with Departments.

It was noted that the introduction of the I-Explore provision to Imperial College systems presents a number of operational challenges. CLCC will work with all concerned parties across College to ensure robust working systems are designed and delivered, sharing experience and best practice where relevant.

7. UG and PG student enrolment statistics for 2018 compared to previous years

The committee noted UG and PG student enrolment statistics for 2018 compared to previous years.

FM commented that student numbers on Science Communication PG degrees are at their highest ever.

8. UG student applications for 2019 entry (to 8/10/2018) compared to previous years

The committee noted UG student applications for 2019 entry to 08/10//2018 compared to previous years.

9. NSS 2018 - Summary of College results

The committee noted the College NSS 2018 results. There was no data specific to CHERS-CLCC to review.

10. Annual Report on the Faculty's short course provision (17-18)

The committee noted the annual report on short-course provision in 2017-18.

11. Minutes of the Postgraduate Professional Development Committee

There were no new minutes for the committee to note.

12. Minutes from QAEC, Senate and other Faculties' FECs

The committee noted new Senate minutes from June 2018.

13. Dates of Next Meeting

Remaining 2018-19 dates:

Tuesday 26/02/2019, 10.30 – 12.30

Thursday 11/04/2019, 14.30 – 16.30

14. Any Other Business

No other business was reported.