

## Faculty of Architecture, Computing and Humanities

### Faculty Board

**Minutes of the Second meeting of the Faculty Board in the 2014-15 academic session, held on 14<sup>th</sup> January 2015, at 10:00am, in Room QA063, Greenwich.**

#### **Present:**

Judith Burnett (JB), PVC  
(Chair)  
Richard Morin (RM), FOO  
Neil Spiller (NS), DPVC  
Nic Clear (NC), HoD of  
Architecture and Landscape  
Corine Delage (CD), Director  
of Student Experience  
Cos Ierotheou (CI), Director of  
Learning and Teaching  
June Balshaw (JB), HoD of  
History, Politics and Social  
Sciences  
Christopher Bailey (CB),  
Director of Enterprise  
David Isaac (DI), Faculty  
Mentoring Officer  
Noel-Anne Bradshaw (NB),  
Senior Lead Employability  
Sandra Clarke, HoD of Law  
Steven Haines (SH),  
Professor of International Law  
Nadarajah Ramesh (NR),

Programme Leader Rep  
Maths  
Lachlan MacKinnon (LM),  
HoD of Computing and  
Information Systems  
Andrew Kao (AK), Lecturer in  
Applied Mathematics  
Tony Mann (TM), Director of  
Mathematics Centre  
Zoe Pettit (ZP), HoD of  
Language, Literature and  
Theatre  
Gregory Sporton (GS) Head  
of Department Creative  
Professional Digital Arts  
Shaun Lundy (SL) Academic  
Portfolio Leader, Occupational  
Safety, Health, Hygiene &  
Environment Programmes.  
Phil Clipsham (PC), Head of  
the Enterprise Innovations  
Centre  
Sharron Denham, Secretariat  
Phillipa Wall, Secretariat

#### **Apologies:**

Peter Vlachos, Principal Lecturer in  
Marketing, (FBUS)  
Edward Oaks (SUUG),  
Mary Kiernan), Deputy HoD of  
Computing & Information Systems  
Matt Elliot Bird College  
William Davies Programme Leader  
Rep Law  
Sarah Greer DPVC  
Liz Bacon, DPVC  
Ed Galea, Director of Research  
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Christopher Bellamy, Director of GMI  
Stuart Allan, HoD of Built Environment  
Nicola Hirst, Senior Lead, Creative  
Enterprise and Design  
Alessandro Benati, Director of  
Languages Centre  
Mark Mulville, Programme Leader Rep  
Built Environment  
Mayur Patel, Senior Lead International  
Collaborations

#### **FB/15.1      Apologies for absence**

The PVC welcomed the group to the meeting of the Faculty Board and introduced the Agenda.

#### **FB/15.2      Minutes of the Previous Meeting**

Minutes were amended for a small point of accuracy and approved.

#### **FB/15.3      Matters arising from the Minutes**

- 14.2** CI reported that from mid-February students will have access to External Examiners' reports for their own programmes. Steve Naylor (SN) of the Faculty Learning & Quality Unit (LQU) will advise CI and CD before these are released to the students. JB asked to be emailed at the same time. CD asked if the students will also see the responses to these reports which helps put them in context. It was AGREED that students should see the responses with the reports and this should happen as soon as possible.

**ACTION - SN to advise CI and CD before the External Examiners Reports are released to the students copying in the Chair for info.**

- 14.6** The faculty's AFP local operational plan is implemented and HoDs have confirmed it is now fully operational across the faculty. It was noted that collaborative AFP arrangements are under discussion and it was AGREED that consistency for learners home and abroad is paramount. A unified university AFP implementation document is being prepared by the DLTs for deployment in 2015-15.

**ACTION – HoDs to confirm that the implementation of the AFP has been rolled out to all partners.**

#### **FB/15.4      Chair's report (JB)**

Broadly, the Faculty is holding its own for this Term as the applications for the 2015 intake is down in London generally. Employability is a core focus of the Faculty and University as a whole given the challenge of trying to get students into graduate level work. There has been progress made with students going into paid work with efforts being made to raise aspirations and more work done around supporting students to develop their own businesses etc. Major launch 1<sup>st</sup> Feb of student employability passport scheme and JB thanked Noel Ann Bradshaw for setting up this project

QAA

Before Christmas there was a University meeting with the leader of the QAA panel. Secondly there was a discussion meeting with the team from Leeds Beckett University who have just recently completed the QAA process. Their input was very useful. The Self Evaluation Document is shaping up well and will be submitted to Academic Council for approval. JB thanked colleagues for their thorough collection of documentation and supporting evidence. Collaborations and partnerships will be of interest to QAA and we have some outstanding issues still to resolve. We are in a position of optimism and need to communicate our journey well.

#### Destination of Leavers of Higher Education (DLHE)

The DLHE survey outcomes are limited and dependent on how data is collected. The number of Greenwich undergraduates who proceed to postgraduate study is relatively small. JB advised 49% of UoG graduates go into graduate level jobs, which is below our benchmark institutions. Thus the need to continue our employability related projects with vigour.

#### Student Experience (SE)

Students need to develop confidence and participate in University life alongside their studies. There are many initiatives and social activities available to them, for example with our partnership working with the SUUG in clubs, societies and activities. A new Student Engagement Framework will be launched after Easter to support a fully enriched and enhanced student journey with defined transition points. Details on the SE tab classed in the Major Projects box on the Portal.

#### Research Excellence Framework (REF)

With the REF results coming out we have to start planning now what to do for the next round. It seems that the UoG generally acquitted itself and we have made some gains, including some excellent gains from this Faculty's contribution. It is noted that there was some disappointment in impact and especially environment rankings. It was explained that there will be a workshop looking at the REF and next steps in the Faculty further details to follow.

### **FB/15.5 Department Reports**

To sum up at the previous meeting the Board received reports from the FSLT i.e. the DPVCs, the FOO and the DSE. This meeting will receive reports from HoDs. For the next meeting JB asked for progress reports from the two Centre Directors, Alessandro Benati, Tony Mann, and the three senior leads: Nickie Hirst, Noel-Anne Bradshaw, and Cos Ierotheou. Further, an item on faculty enterprise will be on the agenda which will provide an opportunity for Chris Bailey, Nickie Hirst and Phil Clipsham to update the Board.

**ACTION - Chair asked that reports be submitted from Alessandro Benati, Tony Mann, Nickie Hirst, Noel-Anne Bradshaw, Chris Bailey and Phil Clipsham be submitted one week before the Board. They should present a few key points each.**

**Department Reports – Full reports available in supporting papers**

**FB/15.5.1 Report from LAC (SC)**

Chair thanked HoD for report and welcomed the identification of department's strengths which included the teaching and learning work, leading to excellent NSS results and the acknowledgement of weak REF results noting the emerging action plan for new research strategy.

**FB/15.5.2 Report from HPSS (JB)**

Chair commended REF results and urged the department to build on their enterprise efforts. The success of a very proactive recruitment strategy was noted.

**FB/15.5.3 Report from LLT (ZP)**

Chair thanked HoD for report which showed considerable progress across the whole agenda, with exciting plans such as for the literature festival. She had been impressed by the drama students who led a session at the recent Learning & Teaching conference. Their input was exemplary and they got their point across in a mature and entertaining way.

**FB/15.5.4 Report from AL (NC)**

Chair thanked HoD for full report. The recruitment strategy is encouraging and student successes are to be celebrated. The East of Eden project is very exciting. The department has faced many changes including the opportunities and challenges of Stockwell Street which is now bedding down.

**FB/15.5.5 Report from BEN (SL)**

Chair congratulated department for 50 years of teaching Property & Construction and for regaining Royal Institute of Chartered Surveyors [RICS] accreditation, noting recruitment challenges in recent years and vigorous strategy in place now.

**FB/15.5.6 Report from CIS (LM)**

Chair thanked HoD. This is a very large, newly created department which has had considerable staffing shortages. The new departmental

structure is now in place and the task for the coming year is to consolidate the Department as new members of staff are appointed, bringing in expertise in the area of disruptive technologies.

#### **FB/15.5.7 Report from MSC (TM)**

Chair acknowledged the challenges for this department with the HoD having to step aside. Recruitment for new HoD is underway. The department's teaching is well regarded and the Maths Centre has been welcomed and will launch in March.

#### **FB/15.5.8 Report from CPDA (GS)**

The Chair noted that this department brings together three different entities from the previous three Schools, all with their own history, culture and expectations, plus the opportunities and challenges of the move to Stockwell Street. The department has dealt with this all generally well, it has been challenging at times. There has been some excellent work including the August/September DRHA conference which attracted more than 200 delegates from around the world and a successful recruitment at a high tariff entry level. The new departmental working group will develop strategies to address the disappointing NSS results.

### **Summing up from the Chair**

The Chair thanked HoDs for their reports and asked them to share with their staff to celebrate progress and welcomed the acknowledgement of the more problematic issues. It is important to be 'up front' with the challenges and deal with them in a straightforward way.

The Chair noted the challenges of the restructuring and departments coming together and the move to Stockwell Street, which was both an opportunity and a challenge for most of last year. She thanked the Departments for a good and detailed set of reports, containing both evidence of good work done to be celebrated, steady progress and the continued moving forwards. They were engaged with the strategies and the Chair concluded taking the Faculty to where we need to be.

#### **FB/15.6 REF Results**

The Chair confirmed that results came out before Christmas and a report was circulated from DVC Research and Greenwich Research & Enterprise (GRE) to understand how we came out as a University. It was true to say that there

were areas of reasonable success and some much better than the last RAE. The Chair asked that we celebrate this and to thank members of staff in the Faculty who have contributed both actual research and enterprise activity and in organising the REF. Staff members should be praised for individual work they have done. The Chair pointed out that we must all be aware that it is competitive with the movement and development of other institutions, there is a challenge not to just hold our own but to get ahead. Income from the REF is not known as yet but will come out of the results, GRE had anticipated 27% (although this assumes the same calculations & distribution etc. as last time). There were marked difference in our outcomes between the different measures. We did better in our outputs etc. when compared to environment.

At the next REF getting our impact studies designed-in much earlier in some cases. Developing the Environment in some areas looks essential. There will be a workshop in the Faculty to understand the results, and to look ahead.

**ACTION - NS to arrange workshop and to raise REF results with Faculty RESEARCH & ENTERPRISE committee; and have a conversation with research group leaders.**

#### **FB/15.7      Report on Marketing & Recruitment**

RM advised that we note the position of where we are with Marketing & Recruitment and to carry on doing what we are doing. A report had been circulated with the agenda.

#### **FB/15.8      Report on Student Experience**

CD summarised that the report has many different headings and is not an exhaustive list. Student Experience is made of many different aspects and it is an accumulation of small improvements that will make a meaningful difference to the students. CD added that everybody was working hard with some priorities as outlined in the report. Pleased to report student representatives being more pro-active. We still need to continue to enrich and enhance social opportunities for students.

The Chair commented that there has been a lot of progress made on Student Experience within the Faculty and thanked Corine for her report.

#### **FB/15.9      Portfolio Changes**

CI advised that the following Portfolio Changes on the Agenda were for information and have been noted.

##### **New Programme Proposals**

BA Hons Film Studies (NYC, Athens)	Dec14 APC Authorised
BA Hons Sociology and Criminology	Oct14 APC Withdrawn
BSc Hons Computing (stage 3 DL)	Dec14 APC Withdrawn

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BSc Hons (Top-Up) Occupation Health,  
Safety and Environment

**Change of Programme Title**

MA / MSc Cinematography and Post Production	Oct14 APC Authorised
BA (Hons) Media Arts Production	Oct14 APC Authorised
FdSc Digital Media Technologies (QA) Bromley	Oct14 APC Authorised

**Discontinuation of Programme**

LLM International and Commercial Law	Oct14 APC Authorised
BSc Hons Computing (Blake Hall)	Dec14 APC Authorised
BSc Hons Business Information Technology (Cihan)	Dec14 APC Authorised
BSc (Hons) Quantity Surveying	Dec14 APC Authorised
MSc Built Environment Studies	Dec14 APC Authorised

**FB/15.10      AOB**

None noted from the Committee

**FB/15.11      Date and Time of Next Meeting**

The next meeting will be held on 1<sup>st</sup> April 2015 at 10:00 in QA063.

**ACTION SHEET for the second meeting of the Faculty Board in the 2014-15 academic session on held on 14<sup>th</sup> January, at 10:00, in Room QA063, Greenwich.**

MINUTE	ACTION	RESPONSIBILITY	Progress
<i>Minute No.</i>	<i>Brief/concise description of action to be taken</i>	<i>Name</i>	
<b>FB/15.3 Matters arising from the Minutes</b>	<b>14.2 SN to advise CI and CD before the External Examiners Reports are released to the students copying in the Chair for info.</b>	<b>CI</b>	<b>COMPLETED</b>
<b>FB/15.3 Matters arising from the</b>	<b>14.6 HoDs to confirm that the implementation of the AFP has been</b>	<b>HoDs</b>	<b>COMPLETED</b>

<b>Minutes</b>	<b>rolled out to all partners.</b>		
<b>FB/15.4</b>	<b>Chair asked that reports be submitted from Alessandro Benati, Tony Mann, Nickie Hirst, Noel-Anne Bradshaw, Chris Bailey and Phil Clipsham detailing how they are developing within their team and Department.</b>	<b>AB, TM, NH, NAB, CB &amp; PC</b>	<b>COMPLETED</b>  Except for AB who will provide Report at the next FB on 25/6/2015



***For last page only:***

*Secretary:* Sharron Denham

*Tel:* 020 8331 9130

*Email:* S.Denham@greenwich.ac.uk

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