Present:
Professor Susan Dilly (Chair) Dr Madeleine Davis Professor Omar Garcia-Obregon
Dr Henri Huijberts Dr Theo Kreouzis Dr Alastair Owens
Professor Julia Shelton Dr Matthew Williamson

In attendance:
Dr Katherine Bevan Holly Carolan (course representative) Dr Kavita Datta
Rachel Davies (Secretary) Professor Adam Fagan Dr Asen Ivanov
Jane Pallant Professor Thomas Prellberg Jane Reid
Ruth Wilkinson

Apologies:
William Atkins (course representative) Dr Martin Carrier Professor Laurie Cuthbert
Stella Ekebuisi Professor Colin Haslam Simon Hayter
Carolina Mantzalos Dr Lawrence Pettit Professor Olwyn Westwood
Professor Ferranti Wong Professor Anthony Warrens

Part 1 – Preliminary Items

1. Welcome and Apologies N/A

2. Minutes of the Previous Meeting TPB2014-025

2014:041 The Board approved the Minutes of the meeting held on 4th February 2015.

3. Matters Arising TPB2014-026

2014:042 The Board received a paper on the matters arising from the minutes of the previous meeting of Taught Programmes Board. The following points were noted:

   i. It was reported that a sub-group of the Board had not yet been formed to approve additional developments pertaining to the MBBS Malta programme proposal. The sub-group were also waiting to hear from the MBBS team regarding the creation of a timeline for the accreditation process of the programme by the General Medical Council (GMC). The School of Medicine and Dentistry (SMD) would not be able to market the programme until an application had been submitted to the GMC.

      Action: SMD

   ii. It was reported that a final joint working statement between the Schools of Biological and Chemical Sciences and Geography for shared modules on the
MSc Freshwater and Marine Ecology programme had been submitted to ARCS. The Chair requested that this be provided to the next meeting of TPB for information. It was noted that a Memorandum of Understanding between QMUL and the Field Studies Council for the fieldwork support and teaching at the Millport Biological Station, and revised learning outcomes for the modules ‘Marine Mammals and Turtles’ and ‘Quantitative Techniques for Surveying and Monitoring in Ecology’ were still outstanding.

Action: ARCS and SBCS

### School of Electronic Engineering and Computer Science

**Part 2 – Programme Proposals/Amendments**

#### 4. BSc Software Engineering for Business

TPB2014-027

The Board considered the part 2 programme proposal and a module proposal for the BSc Software Engineering for Business and BSc Software Engineering for Business with Industrial Experience programmes. The following points were noted:

i. The proposal was developed in partnership with e-skills UK. The proposal was to collaborate with e-skills UK to provide the framework for a Tech Industry Gold degree programme. The programme specification noted four components of the programme that focused on technology, project management, personal and interpersonal skills, and business skills. The programme endorsement by e-skills UK was due to take place in early April.

ii. The Board noted that QMUL would be the first London University to offer this programme. Similar programmes had been launched within the UK over the past three years.

iii. The Board queried why entrepreneurial skills were not seen to be core in the programme. It was reported that the programme was intended to focus on technological skills rather than entrepreneurial skills. It was noted that the existing BSc Information Technology Management for Business had a greater focus on these skills.

iv. The Board queried the structure of the Industrial Experience programme variant. It was explained that students would achieve 150 credits at Level 5 which included a 30 credit work placement.

v. The Board discussed degree apprenticeships as two had already been launched in engineering elsewhere.

2014:044 The Board approved the part 2 programme proposal and module proposal for the BSc Software Engineering for Business and BSc Software Engineering for Business with Industrial Experience.

#### School of Politics and International Relations

**5. MSc International Public Policy (Distance Learning) and MSc Public Policy (Distance Learning)**

TPB2014-028  TPB2014-029

2014:045 The Board considered the part 2 programme proposal and a module proposal for the MSc International Public Policy (Distance Learning) and the part 2 programme proposal for the MSc Public Policy (Distance Learning). The following points were noted:
i. The Board noted that there were already established campus-based MSc International Public Policy and MSc Public Policy offered by the School of Politics and International Relations. It was reported that the proposed distance learning programmes were intended to supplement postgraduate taught student numbers and increase the number of programmes offered in the School.

ii. The Board suggested that the programmes should market and recruit to specific Postgraduate Certificate and Postgraduate Diploma awards in addition to the Masters degrees that were proposed. It was noted that these were not just exit awards. Additionally, in the future the modules could be offered as a standalone for purposes of continuing professional development or contribute to the development of hybrid programmes.

iii. The Board queried how the School would ensure that distance learning students received the same student experience as those present at QMUL. It was reported that more reading material would be added to the programmes’ QMplus pages, a chat room on QMplus would be utilised and small exercises would be set to aid students’ learning.

iv. It was reported that a PhD student would work as a teaching assistant on each programme and in this role they would manage the chat room and communications, answer questions about the readings and set quizzes.

2014:046 The Board approved the part 2 programme proposal and module proposal for the MSc International Public Policy (Distance Learning).

2014:047 The Board approved the part 2 programme proposal for the MSc Public Policy (Distance Learning).

School of Geography

6. MA/MRes Global Development Futures

2014:048 The Board considered the part 2 programme proposal and five module proposals for the MA/MRes Global Development Futures. The following were noted:

i. The Board noted that the proposed programmes built on the research and teaching interests of core staff in the School of Geography. Teaching on hybrid geographies was well-established within the School and these programmes were felt to be the next logical step.

ii. The Board requested clarification on the credit value of dissertations as the MRes dissertation was 60 credits and the MA dissertation was 90 credits. It was explained that more methods training was done on the MRes programme which accounted for the smaller credit value of the dissertation. Programme staff wanted to build a vocational aspect into the MA programme and felt that a weightier dissertation was needed. The varied dissertation credit value was not uncommon within the School as the MA Geography had three different lengths of dissertations.

iii. The Board noted that programme staff would build upon their own links and QM links to assist students to go overseas for three months at partner institutions.

2014:049 The Board approved the part 2 programme proposal and five module proposals for the MA/MRes Global Development Futures.
School of Engineering and Materials Science

7. MSc Advanced Mechanical Engineering

2014:050 The Board considered the part 2 programme proposal and a module proposal for the MSc Advanced Mechanical Engineering. The following were noted:

i. The Board noted that the MSc Advanced Mechanical Engineering was developed to appeal to students who already have an in-depth knowledge of an area of Science and Engineering, and who wish to specialise further in an area of Mechanical Engineering. Students would choose a stream in one of Solid Mechanics, Robotics and Automation or Thermofluids and Combustion.

ii. Students would discuss the streams and their suitability with the Programme Director before choosing their stream and modules.

iii. It was reported that the 60 credit Research Project spanned all three semesters, but that students would not be expected to undertake the majority of the work until after the first semester.

iv. The Board noted that the programme structure was consistent with other Mechanical Engineering programmes at Queen Mary and would be delivered by a large number of specialist academic staff in lectures, laboratory and exercise classes, project supervisions and tutorials.

2014:051 The Board approved the part 2 programme proposal and module proposal for the MSc Advanced Mechanical Engineering.

School of Economics and Finance

8. MSc Behavioural Finance

2014:052 The Board considered the part 2 programme proposal and two module proposals for the MSc Behavioural Finance. The following were noted:

i. The Board noted that the descriptions and learning outcomes for both the programme and modules required some amendments to ensure that students would fully understand what they were receiving from the programme and modules.

ii. The Board requested clarification on whether students could apply directly for the Postgraduate Certificate and Postgraduate Diploma in addition to the MSc.

iii. The terms 'core' and 'compulsory' were used within the programme specification interchangeably. The Board requested clarification on this, and for all documentation to be made consistent.

2014:053 The Board did not approve the part 2 programme proposal and two module proposals for the MSc Behavioural Finance. The programme and module proposals would need to be revised and re-submitted to the Board.

Action: SEF

School of Mathematical Sciences

9. MSci Financial Mathematics

2014:053
The Board considered the part 2 programme proposal and five module proposals for the MSci Financial Mathematics. The following were noted:

i. The School of Mathematical Sciences (SMS) had identified a growing market and created a programme catering to the School’s top intake of students who wanted to pursue a quantitative career in banking and finance. The School did not propose a 3 year BSc Financial Mathematics as it was not the market to which they were targeting.

ii. It was reported that in the first two years there was transferability between this programme and the BSc Mathematics with technical expertise delivered in the third and fourth years. Students could also transfer to the BSc Mathematics if they did not want to complete the MSci programme.

iii. The Board noted that the programme would supplement and build upon the School’s portfolio, with appropriate staff in place to provide sufficient teaching in the area of financial mathematics. The School also planned to work with the School of Electronic Engineering and Computer Science (EECS) on joint activities within the subject areas of finance and computing.

The Board approved the part 2 programme proposal and five module proposals for the MSci Financial Mathematics.

10. MSc Financial Computing

The Board considered the part 2 programme proposal for the MSc Financial Computing.

i. The Board noted that the proposal was a joint programme with EECS that combined financial mathematics and technology, and was intended to address a demand for technologically and numerate employees within the financial industry.

ii. The programme would be made up of a number of existing modules from SMS and EECS, and newly proposed modules including Financial Programming and High Performance Computing.

iii. The Board noted that several industrial partners would be involved in teaching activities, providing guest lectures, as well as business use cases for applying Financial Computing techniques. Several of the MSc projects offered to students will be performed in collaboration with an industry partner.

iv. The Board noted that EECS would organise the year in industry exclusively as they had more experience in this area. It was suggested that SMS consider expanding their provision to include industrial placements in the future.

The Board approved the part 2 programme proposal for the MSc Financial Computing subject to approval of the non-standard fees by MRAG on 26 February 2015.

Part 3 – Report of Proposals Approved by Schools/Institutes to Note

11. Programme Amendments
Module Proposals
Module Amendments
Module Withdrawals

TPB2014-036
2014:058 The Board considered a report of decisions made by Schools/Institutes of changes to their curricula for the period 15/01/2015 to 04/02/2015. The following points were noted:

i. It was noted that the report contained Programme Amendments that required consideration by the Board. It was confirmed that these amendments would be included in the Agenda for the next meeting.

Action: ARCS

Part 4 – Other Business

School of History

12. BA History with Study Abroad
   BA Medieval History with Study Abroad
   BA History and Politics with Study Abroad
   BA Modern and Contemporary History with Study Abroad

TPB2014-035

2014:059 The Board discussed the proposal for the School of History to introduce a study abroad year to its undergraduate programmes.

i. The Board noted that the School would need to ensure that Exchange Agreements were in place for all institutions taking place in Study Abroad programmes. The Board recommended that when the programme proposal is considered, then a full list of participating institutions is included.

ii. The Board noted that as the School intended to convert grades they would need to ensure that a system was in place for this to be undertaken. It was noted that within the School of Languages, Linguistics and Film, the School undertakes the majority of conversion.

iii. It was noted that History did not have in School experience of grade conversion so they would need to ensure that they were not reliant on the International Office to convert marks. The Board recommended that the School produce a working statement outlining the respective responsibilities of the School and the International Office in the process.

iv. The Board noted that the School's intention to include the year abroad in the overall award classification required further provisions to be in place for the possibility of student failure. In addition to this it was noted that failure to receive the relevant converted marks in a timely fashion may pose problems for student progression and classification.

v. It was also noted as a point of concern that the School would need to consider how they would advise and support students if they took modules outside of their own subject area while studying abroad.

vi. The Board noted that the School would benefit if a group of staff tasked with running the study abroad programmes were identified, rather than relying on one individual. The Board suggested that the School may benefit from running a pilot of the programme, this would then allow the School to assess the resources required and the success of the programme prior to it being fully implemented across all programmes of study.
The Board recommended that the School of History consider the recommendations above and submit a revised programme proposal to a future meeting.

Action: School of History

13. Date of Next Meeting

The next meeting of Taught Programmes Board would be held on Wednesday 18th March 2015 (2-4pm).

The deadline for papers would be Wednesday 25th February 2015.

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