

SENATE

CONFIRMED Minutes of Meeting held on 12 October 2016

Present: The Provost, Professor James Stirling (Chair); Professors Buenfeld, Buitendijk, Buluwela, Gibson, Gooderham, Magee (J), Nash, Parry, Sergot, Smith, Spivey, Wright; Drs Archer Craig, Field, Fobelets, Gounaris, Kingsbury, Trotta; Mr Andriopoulos, Mr Ashton, Mr Lupton; Mr McCrone; Mr Shamso with Mr Ashton (Academic Registrar), Mr Neilson (College Secretary and Registrar), Mrs Webster (Head of Academic Services),

Apologies: Professors Magee, (T) McClure, Screatton; Associate Professor Miraldo; Drs Kingsbury, Malhotra, Meyer, Perkmann; Mr Tebbutt

2101 **Terms of Reference, Constitution and Membership of the Senate for 2016-17**

Received: A Note by the Academic Registrar (**Paper Senate/2016/01**)

Reported: That this was an annual item for the first meeting of Senate each year. The Chair welcomed all new members to Senate including the Vice-Provost (Education), newly nominated Heads of Department and newly elected members of academic staff. The new Imperial College Union representatives were also welcomed.

Agreed: That paragraph 13 of Ordinance A8, which sets out the Terms of Reference for Senate, should be updated to make reference to the Imperial College Business School. Revised wording should be presented to the Senate.

2102 **Minutes**

The Minutes of the meeting of the Senate held on 22 June 2016 were confirmed as an accurate record of the meeting.

2103 **Chair's Action**

There were no items of Chair's Action to report.

2104 **Matters Arising**

There were no Matters Arising not otherwise covered by the Agenda.

2105 **Provost's Business**

Received: A Report from the Provost (**Paper Senate/2016/02**).

(1) Heads of Department, Faculty of Natural Sciences

Reported: That Professor Anne Dell had accepted appointment as Head of the Department of Life Sciences for a period of five years with effect from 1 January 2017, Professor Richard Craster had accepted an extension to his appointment as Head of the Department of Mathematics for one year, until 30 September 2017. Both were congratulated on their appointments.

(2) Director of the Centre for Environmental Policy

Reported: Professor Nigel Brandon has accepted appointment as Vice-Dean (Research) for the Faculty of Engineering from 1 May 2016 until 31 July 2018. Professor Brandon will continue to hold his current roles within the Faculty of Engineering as Director of the Sustainable Gas Institute, BG Chair in Sustainable Gas, and Professor of Sustainable Development in Energy in the Department of Earth Science and Engineering.

(3) Assistant Provost (Space)

Reported: Professor Clare Lloyd has accepted appointment as Vice-Dean (Institutional Affairs) for the Faculty of Medicine, with effect from 1 June 2016. Reporting to the Dean, Professor Lloyd will have responsibility for determining operational priorities and will lead on the development of Faculty policy and procedures for academic operational activities. She will provide high level Faculty leadership for training, coaching and mentoring activities for doctoral students, and for junior academic staff. Professor Lloyd will also take on over-arching responsibility for the development of fellowship opportunities within the Faculty.

(4) Election of College Consuls

Reported: That the election of College Consuls had been conducted and the full list of Consuls for 2016-17 was noted as below:

Senior Consul	Professor Myra McClure
Faculty of Engineering & Business School	Professor Yun Xu and Professor Marek Sergot
Faculty of Medicine (non-clinical)	Professor Terry Tetley
Faculty of Medicine (clinical)	Professor Peter Openshaw
Faculty of Natural Sciences & Education Office	Professor Lesley Cohen and Professor John Seddon

2106 Transforming Learning and Teaching: Plans for the Years Ahead

Received: A Report from the Vice-Provost (Education) (**Paper Senate/2016/03**).

Reported: (1) The Chair introduced the item noting the disappointing National Student Survey results received by the College in August 2016. Senate was advised that there had already been much constructive discussion about how best to address these results. The Imperial College Union had provided a thoughtful response and a set of recommendations to the College, which were being actively considered.

(2) The College's newly appointed Vice Provost (Education) advised Senate of emerging plans for developing a new Learning and Teaching Strategy for the College. Professor Buitendijk had discovered much to be positive about since her arrival at the College in terms of the commitment and enthusiasm of the staff for teaching and research and of the quality of the students. The aim of the new strategy would be to develop a curriculum, which was infused with research to ensure that the teaching of students benefited from the research excellence of the College.

(3) Professor Buitendijk had been researching other models of evidence-based STEM teaching excellence and how that could be translated to develop a model that was right for the College. She reported on very positive feedback received from a Heads of Department meeting. A College-wide consultation, which would also consider opportunities for developing on-line learning, would be launched to take this forward.

Considered in discussion: (1) Members remarked on the need to get the basics right and improve communication to students across the College. The need for the Academic Standards Framework and the SIMP project to be completed to bring benefits around student workload and aspects covered by the organisation and management section of the

NSS was noted. There were also some logistical space issues that would need to be addressed to ensure teaching spaces were right for revised approaches to learning and teaching, and resource implications if the College wants to provide learning tools that are customary in professional practice.

Considered in discussion: (2) Members discussed the need to ensure the ongoing accreditation of the College's courses and the need for the academic staff promotions criteria to adequately reward those working in learning and teaching. While it was noted that there were new criteria to support this, the difficulty of becoming a professor solely through excellence in teaching would continue. The lead-in time for change to be implemented and the need for staff to be given time to reflect on the curriculum and their practice was discussed. The significant external changes to the sector were discussed and their impact on learning and teaching was noted.

2107 Quality Assurance Annual Report 2015-16

Received: A note from the Head of Academic Services (**Paper Senate/2016/04**).

Reported: (1) That the Higher Education Funding Council for England (HEFCE) had placed a higher expectation on the Governing Bodies of Universities for accountability in relation to the academic quality and standards of the courses run by individual institutions.

(2) That Professor Jeremy Sanders would be joining Council to provide support to Council in understanding the academic matters they would need to provide assurance on. Until 2015, Professor Sanders had been Pro Vice Chancellor at the University of Cambridge and so would bring valuable and immediate experience of higher education to the Council.

(3) That in August 2016, the Higher Education Funding Council for England had advised institutions of the wording of the assurance that Council was being asked to provide as part of the College's Annual Accountability Return. A report had been prepared on the quality assurance of taught course provision that had been conducted in 2015-16.

(4) That further work would be undertaken during the 2016-17 academic year to review the schedule of the annual reports made to QAEC and to Senate and that a report confirming that the College continues to meet the standards of Part 1 of the European Standards and Guidelines (2015) will also be prepared.

Considered in discussion: (1) That the report should include reference to postgraduate research provision and that the report did not give enough focus to the many strengths of the College provision as evidenced by periodic review and External Examiners' reports. It was noted that this followed the College decision to conduct quality assurance on the basis of 'by exception' reporting, but it was agreed that the report should be revised accordingly. It was also agreed that more context to the section on academic misconduct should be provided.

(2) A concern that the College's decision to suspend periodic review for two years while the development work took place on courses under the auspices of the Academic Standards Framework may not be appropriate given the new reporting requirements. Members were not supportive of any proposal to lift the suspension in the 2016-17 academic year.

2108 Review of the Postgraduate Teaching Provision in the Centre for Environmental Policy

Received: A report from the Quality Assurance and Enhancement Committee (**Paper Senate/2016/05**)

Reported: That this was part of the regular business of Senate. The report included a number of commendations and recommendations that had been made by the Review Panel. The Department had already responded to the majority of the recommendations and would

report to the Faculty Education Committee on developments since the periodic review through the annual monitoring process.

Accepted: Senate accepted the Periodic Review report.

2109 Postgraduate Examination Failures 2014-15

Received: A note from the Assistant Registrar (HESA and Student Data) (**Paper Senate/20156/06**).

Reported: (1) That Faculties had been asked to consider the data in the report and identify areas where further investigation or action might need to be taken.

Considered in discussion: (1) The impact of admissions policies on student achievement and the issue that, for postgraduate students, there was more variety in the undergraduate curriculum they had studied previously. The need to review the requirements for the award of Merit and Distinction was noted.

2110 College Regulations 2016-17

Received: A note by the Academic Registrar (**Paper Senate 2016/07**)

Reported: Changes to the College Regulations for implementation in 2016-17.

Considered in discussion: The revision to the General Regulations that a name change could only be applied for a student post-graduation following a gender reassignment caused concern for one member who felt that this was too restrictive and should be able to be utilised by students who had changed their name following immigration. It was noted that the regulation had been amended as a result of legislation but it was agreed to check requirements for name changes made under other circumstances.

Agreed: The proposed regulatory changes were agreed.

Action: Secretary to check with Legal Services

2111 Quality Assurance and Enhancement Committee (QAEC)

Considered: A Report by the Quality Assurance and Enhancement Committee (**Paper Senate/2016/08**).

Approved: On recommendation from QAEC:

- (1) The suspension of regulations for the Business School provision to continue with their sample second marking pilot with effect from 2016/17.

Noted: that QAEC:

- (2) had not agreed a proposal to re-designate the Imperial and University of Sao Paulo Joint PhD Programme as a dual award but for it to continue as a joint award and to conduct a review of the programme and collaborative arrangements;
- (3) had considered and agreed arrangements for the Special Case Panel for Special Qualifying Examinations for admission to postgraduate programmes of study;
- (4) had received and approved a recommendation to introduce a formal deadline for the submission of External Examiner reports to the College. Non-submission by this date could lead to the termination of the External Examiner appointment as the timely submission of reports was of great importance to the conduct of the College's quality assurance procedures;

- (5) had approved a clarification to the External Examiners' role which concerned their involvement in any marking disputes and confirmed that they could be asked to comment but not adjudicate;
- (6) had considered reports from the Programmes Committee meetings held in May and June 2015 and Faculty Education Committees meetings from all Faculties;
- (7) had approved a document from the Centre for Languages, Culture and Communications (CLCC) setting out the detail of their provision;
- (8) had received and noted the outcomes from the NSS 2016 and the planned work around the development of the Learning and Teaching Strategy;
- (9) had received participation rates and College level results for the Postgraduate Taught Experience Survey (PTES) 2016 and the Undergraduate Student Online Evaluation (SOLE) of lecturers and modules from the Summer Term 2016. The Surveys calendar for the 2016/17 academic year had been received and noted.

2112 Membership of Senate Sub-Committees 2016-17

Received: A Note by the Academic Registrar (**Paper Senate/2016/09**)

Approved: The membership of Senate Sub-Committees for 2016-17.

2113 DSc Committee

Received: A note from the Academic Registrar (**Paper Senate/2016/10**)

2114 Prizes and Medals Awarded

Received: A note from the Academic Registrar (**Paper Senate/2016/11**)

Appointment of External Examiners

Received: A note by the Academic Registrar (**Paper Senate/2016/12**)

Noted: The names, affiliations and periods of tenure of External Examiners for undergraduate degrees and Masters degrees appointed since the last meeting of Senate.

2115 Staff Matters

Received: A Note by the Provost (**Paper Senate/2016/12**).

Noted: The names of those appointed to senior academic positions since the last Senate meeting.

2116 Date of Next Meeting

Reported: The next meeting of the Senate would take place on Wednesday 12 December 2016, in Room G01, Royal School of Mines, starting at 3.00pm.