

Imperial College London

Faculty Education Committee (FEC)

Faculty of Engineering

Tuesday 13 June 2017

Approved minutes

Present

| | |
|---------------------------|--|
| Dr Lorraine Craig (Chair) | Associate Dean (Learning & Teaching) |
| Dr Giuliano Allegri | Aeronautics undergraduate representative |
| Prof Sergei Chernysenko | Aeronautics postgraduate representative |
| Prof Martyn Boutelle | Bioengineering undergraduate representative |
| Dr Fariba Sadri | Computing postgraduate representative |
| Dr Lorenzo Picinali | Design Engineering undergraduate representative |
| Dr Andy Brand | Design Engineering postgraduate representative |
| Prof Andrew Holmes | Electrical Engineering postgraduate representative |
| Prof Jason Riley | Materials postgraduate representative |
| Beth Holman | Student representative (UG) – RSMU |
| Men-Yeut Wong | Registry representative |
| Daniel Smith | Registry (for item 5.1) |
| Dr Phil Power (Secretary) | Head of Education & Student Experience Strategy |

Apologies

| | |
|------------------------|--|
| Prof Jeff Magee | Dean |
| Prof Peter Cheung | Vice-Dean (Education) |
| Richard Martin Faculty | Faculty Operating Officer |
| Dr Darryl Overby | Bioengineering postgraduate representative |
| Dr Mike Templeton | Civil and Environmental Engineering undergraduate representative |
| Prof Bassam Izzuddin | Civil and Environmental Engineering postgraduate representative |
| Prof Klaus Hellgardt | Chemical Engineering undergraduate representative |
| Dr Jason Hallett | Chemical Engineering postgraduate representative |
| Dr Tony Field | Computing undergraduate representative |
| Prof Martin Blunt | Earth Science and Engineering postgraduate representative |
| Dr Mike Streule | Earth Science and Engineering undergraduate representative |
| Dr Kristel Fobelets | Electrical and Electronic Engineering undergraduate representative |
| Dr Martyn McLachlan | Materials undergraduate representative |
| Dr Mike Bluck | Mechanical Engineering undergraduate representative |
| Dr Daniel Mortlock | Director of Ancillary Mathematics |
| Dr Elizabeth Hauke | Centre for Culture, Languages and Communication |
| Claudia Caravello | Student representative (UG) – CGCU |
| Luke McCrone | ICU Deputy President (Education) |

Observers

| | |
|--------------------|--------------------|
| Dr Laura Stevenson | Management Trainee |
|--------------------|--------------------|

1 Welcome and Apologies

The Chair, Dr Lorraine Craig, welcomed attendees to the meeting and apologies, as above, were noted. Dr Craig extended a particular welcome to new members of the committee.

2 Minutes from the Previous Meeting

The committee received paper EEC.2016.153, the minutes of the May meeting. The

Paper EEC.2017.02

committee approved the minutes.

3 Matters Arising

3.1 Action Tracker

The committee noted paper EEC.2016.154, the action tracker.

3.2 Other matters arising

There were none.

ITEMS FOR CONSIDERATION

4 New Programme Proposals

4.1 MSc Applied Computational Science and Engineering

The committee considered a proposal from the Department of Earth Science and Engineering for a new Master's programme. The proposal will go out for external review over the next few months.

- Programme Information [EEC.2016.155]
- Quality and Standards Information [EEC.2016.156]
- Programme Specification [EEC.2016.157]
- Module Outlines [EEC.2016.158]

The Faculty Education agreed to recommend the establishment of the proposed MSc to the Programmes Committee for approval.

5 Major Modifications to Existing Programmes and Changes to Schemes for Award of Honours

5.1 Changes to undergraduate and MSc programmes in the Department of Bioengineering

The committee considered a proposal (paper EEC.2016.159) from the Department of Bioengineering to restructure programmes with effect October 2017 and October 2018. It was noted that the modifications are the result of work undertaken by registry with Bioengineering, and while Bioengineering have trialed the SIMP Academic Model Project, it is not anticipated that each department will create this volume of changes.

The Faculty Education agreed to recommend the acceptance of the changes to the Programmes Committee.

5.2 Changes to undergraduate programmes in the Department of Materials

The committee considered a proposal (paper EEC.2016.162) from the Department of Materials to change the requirement for students to complete a work placement with effect from June 2018. It was noted that the proposal has impacts on how the marks for final year of the programme are calculated if some students undertake a placement and others do not.

The committee agreed to recommend the acceptance of the changes to the Programmes Committee, and noted that further work may be required to prepare the appropriate papers.

6 Entry requirements

The committee considered a proposal (paper EEC.2016.163) from the Department of Civil and Environmental Engineering, Dyson School of Design Engineering, Department of Electrical and Electronic Engineering and Department of Earth Science and Engineering to accept Lithuanian Brandos Atestatsas as entry qualifications for undergraduate programmes. It was noted that the Faculty of Engineering typically receive

Paper EEC.2017.02

10 applications annually from Lithuania.

The committee agreed to accept these qualifications, subject to a special case being prepared for each applicant, at the levels given in the paper.

7 **Taught Postgraduate Annual Monitoring Reports [AMR] for 2015/16**

Dr Craig introduced this item, and thanked Directors of Postgraduate Studies for submitting these reports in advance of the meeting.

Civil Engineering

The committee considered paper EEC.2016.165, the Taught Postgraduate Annual Monitoring Report for Civil Engineering. Dr Craig (on behalf of Prof Izzuddin) noted the comments in the report for the College to address.

Electrical Engineering

The committee considered paper EEC.2016.166, the Taught Postgraduate Annual Monitoring Report for Electrical Engineering. Prof Holmes noted their new MSc is going well, they had 18 students this year and will have 25 next year. He also noted that there has been a decrease in the number of EU students on their MSc programmes in general.

Materials

The committee considered paper EEC.2016.167, the Taught Postgraduate Annual Monitoring Report for Materials. Prof Riley noted that the increased number of tutorials on their MSc programme has been well received and they have a very positive alumni scheme in place.

8 **Surveys**

8.1 **Spring term SOLE results**

The committee considered paper EEC.2016.168, the results of the autumn term UG SOLE lecturer and module surveys. The committee again reiterated their discussions from the previous academic year and the February meeting that the format of the reports of SOLE (and PG SOLE) data must be improved, giving clearer comparisons to previous years and College-wide results. Members noted their concern about the level of participation in the survey.

8.2 **Spring term PG SOLE results**

The committee considered paper EEC.2016.169, the results of the autumn term PG SOLE lecturer and module surveys.

9 **Any additional items to consider from the Faculty**

No items were received.

ITEMS TO NOTE

10 **Chair's Actions**

The committee noted one action taken by the Chair, and one by the Vice-Dean (acting as Deputy Chair), taken on behalf of the committee since the last meeting. The details were noted in paper EEC.2016.170.

11 **Senate Minutes**

The committee noted paper EEC.2016.171, the minutes of the February 2017 meeting of Senate.

12 **QAEC Summary Report for Senate**

The committee noted paper EEC.2016.172, the QAEC report to the May 2017 meeting of Senate.

13 Programmes Committee

The committee noted paper EEC.2016.173, the report from the Programmes Committee to the most recent meeting of the Quality Assurance and Enhancement Committee.

14 Any additional items to consider from the Faculty

No other items were received.

ANY OTHER BUSINESS

No other items were received

15 Dates of Future Meetings

Wednesday 27 September 2017

Wednesday 22 November 2017

Wednesday 28 February 2018

Wednesday 16 May 2018