

Learning and Teaching Committee (LTC)

Minutes from the meeting held on

Thursday 2 April 2020

Present

Professor Simone Buitendijk – Vice Provost (Education) – Chair

Ashley Brooks – ICU Deputy President (Education)

Emma Caseley – Head of Strategic Projects

Leila Guerra - Associate Dean of Programmes, Imperial College Business School

Professor Martyn Kingsbury – Director of Educational Development

Professor Omar Matar – Vice Dean (Education), Faculty of Engineering

Professor Emma McCoy – Vice Dean (Education), Faculty of Natural Sciences

Dr Phil Power – Head of Education and Student Experience, Faculty of Engineering [in place of Professor Omar Matar]

Judith Webster – Director of Academic Quality and Standards

Professor Yun Xu – Director of the Graduate School

Scott Tucker – Deputy Director (Academic Quality and Standards) – Secretary

In Attendance

Carole Hobden – Senior Strategic Planning Officer [Item 4 - Student Disability Declaration]

Rachel Witton - Executive Officer for the Vice-Provost (Education)

Hailey Smith - Project Manager (Learning and Teaching Strategy)

Apologies

David Ashton – Academic Registrar

Dr Malcolm Edwards – Director of Strategic Planning

Martin Lupton – Vice Dean (Education), Faculty of Medicine

Professor Alan Spivey – Assistant Provost (Learning & Teaching)

1. Welcome and Apologies

1.1 The Chair welcomed attendees. Apologies, as listed above, were noted.

2. Minutes

2.1 The Committee confirmed the minutes from the previous meeting held on Thursday 5 March 2020. LTC.2019.24

3. Matters Arising

3.1 There were no matters arising not covered elsewhere on the agenda.

4. Student Disability Declaration LTC.2019.25

4.1 The Committee considered 'Disability Declarations at the College', produced by the Director of Strategic Planning and presented by the Senior Strategic Planning Officer.

4.2 It was reported that, as part of the College's Access and Participation Plan a number of targets have been agreed with the Office for Students (OfS). One of these relates specifically to reducing the gap in non-continuation between disabled students and students with no known disability. The College aims to halve this gap over the next five years.

4.3 The OfS set the College a date of 1 July 2020 by which to report on progress towards its targets. However, as a result of COVID-19, this date no longer applies. A new date will be confirmed in due course.

4.4 The Committee noted that steps are underway to identify appropriate interventions at departmental level to reduce the non-continuation rate.

4.5 Initial soundings suggest that the apparent gap in non-continuation rates arises not only from the substantive issues facing disabled students, but from a related data issue. The College has low levels of students declaring a disability compared to its peers. Under-reporting of disability status within the College means that those students recorded as disabled are those most likely to be at risk of non-continuation. This issue had previously been discussed at the Disability Action Committee.

4.6 The Committee welcomed the paper and agreed that this was an extremely important area for the College to address. In order to establish the full extent of the reporting issue, the Committee agreed that further investigation should be undertaken to compare the number of students known to Departments as having a long-term illness, disability or a mental health issue, and the number recorded by the College's Disability Advisory Service (DAS). In addition, it was agreed that advice should be sought from the Deputy Director of Student Services and the Students' Union Deputy President (Welfare).

5. NSS/PTES Working Group

5.1 The Committee received a verbal update on the NSS/PTES Working Group.

5.2 The Committee noted the following:

- College initiatives as a result of surveys outcomes are arguably even more important following the increase in online/blended learning and teaching as a result of remote working
- The College is exploiting technology and EdTech Teams are providing valuable expertise to strengthen the remote learning transition
- Whilst COVID-19 is a threat, it is also an opportunity to resource future innovation.

6. Education Evaluation

6.1 No updates reported.

7. Educational Research

7.1 The group received a verbal update from the Director for CHERS. The following points were noted regarding COVID-19 mitigation:

- Education ethics research applications are continuing to be considered
- All PhD students in CHERS have alternate methods of undertaking assessment
- Assessment for Masters students in CHERS is being reviewed on a case by case basis

8. Online Innovation Working Group (OLIG)

8.1 No updates reported.

9. I-Explore Module Innovation Group (IMIG)

LTC.2019.26

9.1 The Committee received a list of approved I-Explore modules, as of 20 March 2020.

10. Quality Assurance and Enhancement Committee

10.1 The Committee noted that the minutes from QAEC can be accessed at:
<https://www.imperial.ac.uk/about/governance/academic-governance/senate-subcommittees/quality-assurance-enhancement-committee/>

11. Any Other Business

11.1 Programmes Committee Chair

11.1.1 It was reported that the new Chair of Programmes Committee, replacing Dr Edgar Meyer, will be appointed in due course.

12. LTC meeting dates for 2019/20

12.1 The Committee noted the following meeting dates, all scheduled from 15.00-17.00:

- Thursday 14 May 2020
- Thursday 4 June 2020
- Thursday 30 July 2020