

**SENATE**

**Minutes of Meeting held on 24 June 2015**

**Present:** The Provost, Professor James Stirling (Chair); Professors Gardner, Gibson, Green, Higham (representing Professor Screaton), Humphris, McCoy, McGregor, Magee, Nash, Parry, Richardson, Smith, Welton; Drs Buluwela, Gounaris, Kingsbury; Mr Tebbutt; Mr Loose (Student Representative); with Mr Pateman (Academic Registrar) and Ms Baker (Senior Assistant Registrar).

**Apologies:** Professors Anandalingam, Autio, Cilliers, Matar, Riboli, Screaton, Thompson, Wright; Associate Professor Miraldo; Drs Archer, Fobelets, McPhail; Ms Mahmud and Mr Wheeler (Student Representatives).

**In attendance:** Ms Barclay (Management Trainee in the Education Office and Learning and Development Centre).

The Provost welcomed Ms Barclay.

**1985 Minutes**

The Minutes of the meeting of the Senate held on 20 May 2015 were confirmed.

**1986 Chair's Action**

Reported: That action had been taken by the Chair on behalf of the Senate to approve a change to the programme name from Weekend Executive MBA to Weekend MBA, with effect from entry in April 2016.

Noted: (i) That assurances had been received from the Imperial College Business School that there were no applicants holding offers who would need to be consulted on the change of programme name.

(ii) That the award title of MBA would remain unchanged.

**1987 Matters Arising**

Minute 1975 (1.2): MSc Surgical Innovation

Reported: (i) That subsequent to the meeting it had been clarified that the Surgical Innovation programme offered five different speciality streams at Postgraduate Diploma and MSc level and that the intention had been that students should be awarded with the Postgraduate Diploma or MSc in Surgical Innovation in the name of specialism followed.

(ii) That action had been taken by the Chair on behalf of the Senate to approve the award titles as follows: Postgraduate Certificate in Surgical Innovation; Postgraduate Diploma in Surgical Innovation (specialism); MSc in Surgical Innovation (specialism).

Minute 1972: Undergraduate Admissions Committee

Noted: That the Terms of Reference and Membership of the Undergraduate Admissions Network would be circulated, for information, with the Minutes of the current meeting.

## 1988 Provost's Business

Received: A Report from the Provost (**Paper Senate/2014/68**).

(1) Development Director, White City Campus

Reported: That Mr Graham Stark had taken up appointment as Development Director, White City Campus, with effect from 11 May 2015.

(2) College Strategy

Reported: That the new College Strategy would shortly be made widely available across the College.

(3) Imperial College Union, Officer Elections 2015

Reported: (i) The names of the students elected as Sabbatical Officers of the Imperial College Union for the academic year 2015-16.

(ii) The name of the student elected as President of the Graduate Students' Union for the academic year 2015-16.

Noted: The names of students who would join the Senate in 2015-16 as the representatives appointed by the Imperial College Union.

(4) Vice-Provost (Education)

Reported: (i) That Professor Debra Humphris would be leaving Imperial in November to take up post as Vice Chancellor at the University of Brighton.

(ii) That the Provost would be taking forward the recruitment process for a new Vice Provost (Education).

Further Reported: That the Senate congratulated Professor Humphris on her new appointment.

## 1989 Vice Provost's Business

Received: A Report from the Vice Provost (Education) (**Paper Senate/2014/69**).

(1) Academic Standards Framework

Reported: That the first meeting of the Academic Standards Framework Steering Group had taken place in early June 2015. The Group had reviewed the main issues which had emerged from the initial round of consultation and would prioritise these issues at the next meeting, taking into account their complexity and urgency.

(2) National Teaching Fellow

Reported: That Dr Jane Saffell, a Senior Lecturer in the Faculty of Medicine and the Academic Lead for Postgraduate Education across the Faculty, had been awarded a National Teaching Fellowship. The award recognises Dr Saffell's contribution to medical education and her work to create inclusive academic communities, blending teaching and learning with research and scholarship, as outlined in section 2 of the Senate's paper.

Further Reported: That the Senate congratulated Dr Saffell on her achievement.

(3) President's 2015 Awards and Medals for Excellence

Reported: The names of those staff who had received the 2015 President's Awards and Medals for Excellence in Teaching; for Excellence in Pastoral Care; for Excellence in Research Supervision; and for Excellence in Supporting the Student Experience, as outlined in section 3 of the Senate's paper.

Further Reported: That the Senate congratulated the award and medal winners.

(4) 7th Annual Welfare Seminar

Reported: (i) That the Annual Welfare Seminar had been held on 27 May 2015. The Keynote speaker had been Mr Alan Percy, Head of Counselling, University of Oxford who had given very insightful and resonating presentations on 'problems facing university students today' and 'identifying and overcoming the psychological challenges of academic postgraduate research'.

(ii) That Ms Bethany Davison (Student Mentality Campaign) and Mr Andrew Keenan had presented the findings from the 2014-15 Mental Health Survey of 1000 Imperial students. The results of the survey reflected the findings of last year's Student Health and Wellbeing Group and it was noted that the recommendations from that study were under consideration as part of the current College planning round.

Further Reported: That feedback from the Seminar had been positive, and the Vice Provost (Education) thanked Professor Denis Wright and Ms Linda Romain for their work in organising the day.

(5) Council for Advancement and Support of Education (CASE) 2015 Circle of Excellence Awards

Reported: (i) That Imperial had received seven awards in the 2015 Circle of Excellence Awards Program, an international programme recognising outstanding work in advancement services, alumni relations, communications, fundraising and marketing as judged by peer professionals at schools, colleges and universities as well as by professionals from outside education.

(ii) That the Imperial Success Guide, launched in September 2014, had won a Gold Medal in the branding category.

(iii) That the Imperial student recruitment video "Where It All Begins" had won a Grand Gold Award.

(6) OFFA: Bursary Impact Study

Reported: That the Office for Fair Access (OFFA) had appointed a research team led by the Centre for Education and Inclusion Research (CEIR) at Sheffield Hallam University to investigate the impact of the financial support that universities and colleges give to students from disadvantaged backgrounds, as outlined in section 6 of the Senate's paper.

(7) The Wakeham Review of Science, Technology, Engineering and Mathematics (STEM) Degree Provision and Graduate Employability

Reported: (i) That Professor Sir William Wakeham had written to all HEIs to invite them to complete a short survey which would gather views to help inform the findings of an independent review he had been asked to lead by the Government into Science, Technology, Engineering and Mathematics degree provision and graduate employability, as outlined in section 7 of the Senate's paper.

(ii) That the Strategic Planning Division would work with the Director of the Careers

Service to coordinate a response.

(8) Examination Incidents

Reported: (i) That, following a number of reported incidents concerning both the preparation of examination papers, and the operation of examination and other assessment events, the Senate would receive a report on the occurrence and management of examination incidents, annually at the first meeting of the academic year.

(ii) That this would be addressed in the first instance as part of the Academic Standards Framework review, under the auspices of the Academic Integrity 'task and finish' group Chaired by Professor Richard Thompson.

**1990 Grade Point Average (GPA): HEA Pilot study outcomes**

Received: A Note from the Vice Provost (Education) (**Paper Senate/2014/70**).

Reported: (1) That in December 2013 the Senate had debated the merits or otherwise of the development of a national Grade Point Average (GPA) system (SM 1812 of 11 December 2013 refers), as outlined in Appendix I of the Senate's paper.

(2) That over the past 18 months the Higher Education Academy (HEA) had facilitated a pilot study in which 21 diverse higher education providers had participated. The report and recommendations of the pilot had recently been published, as outlined in the Executive Summary presented in Appendix IV of the Senate's paper.

(3) That a single GPA scale had been developed for potential use by UK higher education institutions and that the Registry had provided an illustrative case drawn from the Imperial 2013-14 graduating cohort using the proposed scale, as outlined in Appendix III of the Senate's paper.

Observed: (1) That, from the results presented in Appendix III, it was evident, particularly where marks were on the boundary between the degree classifications, that the GPA would have more clearly shown the precise level of attainment.

(2) That differences in marking cultures and protocols for considering borderline marks, as well as differences between actual levels of attainment in quantitative and qualitative subjects, would account for differences in the spread of marks evident between different disciplines.

(3) That, with the introduction of the new Student Information System, the College could potentially provide students with both a degree classification and a GPA.

(4) That, given that the results in Appendix III had demonstrated that the greater range and finer granularity of the GPA system would allow for greater differentiation between students' academic achievements, the Senate was minded to discuss the issue further.

(5) That the view of the Imperial College Union was unchanged from that expressed in December 2013. In particular, there was a concern that students may experience more stress if they were worrying over every mark and a belief that employers were content to assess applicants on the basis of a degree classification and could ask for transcripts if they wished to know exact grades.

(6) That the student body was divided in its response to the use of GPA and would need to be widely consulted before any decision to introduce GPA was taken.

(7) There was a perception that the GPA system was complicated and not well understood across the UK.

(8) That greater granularity might more simply and readily be achieved by issuing percentage marks to students. Some departments already had mechanisms in place to issue percentage marks to students, but that this was not standard practice across the College.

(9) That Imperial should be cognisant of decisions made by other Russell Group Institutions, especially the Universities of Oxford and Cambridge.

Concluded: That the conclusions and recommendations of the HEA pilot study had not persuaded the Senate that there were any advantages to moving to a GPA system.

Recommended: That the practice of issuing percentage marks to students as standard practice should be implemented across the College.

Resolved: (1) To consult with students to determine whether the issuing of percentage marks as standard practice would be welcomed.

(2) To consider the principle and framework for issuing percentage marks within the development of the new Academic Standards Framework.

(3) To be cognisant of the different marking protocols in different disciplines and to gather data on the range of marks used in different subjects to ensure that College marking practices would allow the objective of increasing granularity to be achieved.

## **1991 Quality Assurance and Enhancement Committee (QAEC)**

Considered: A Report by the Quality Assurance and Enhancement Committee (**Paper Senate/2014/71**).

(1) Offering Global MBA Modules to Undergraduates in the Faculty of Engineering Pilot

Reported: That the Quality Assurance and Enhancement Committee had considered a proposal from the Imperial College Business School to deliver two online modules from the Global Online MBA programme to undergraduate students in the Department of Electrical and Electronic Engineering, in the Spring term 2015, as a pilot for the longer term proposal to deliver online modules from the Global Online MBA programme to Faculty of Engineering undergraduate students as a replacement for current business teaching provision.

Considered and approved: On the recommendation of the Quality Assurance and Enhancement Committee, the pilot modules as outlined in section 1 of the Senate's paper, with effect from October 2015.

Further Reported: That the pilot modules would also be delivered to undergraduate students in the Department of Earth Science and Engineering.

(2) External Examiner Arrangements

Reported: (i) That the Quality Assurance and Enhancement Committee had considered a proposal to appoint external examiners for the maximum four year term rather than renewing appointments on an annual basis, as outlined in section 2a) of the Senate's paper.

Considered and approved: On the recommendation of the Quality Assurance and Enhancement Committee, amendments to clause 6.7 of the Regulations for the Examination of BSc, MSci, BEng, MEng, MBBS Degrees, and to clause 4.8 of the Regulations for the Examination of Master's Level Degrees, with effect from October 2015.

Noted: (i) That that there were termination clauses in both sets of regulations (6.10 and

4.13 respectively) which would allow for an External Examiner's resignation or termination of appointment during their period of office.

(ii) That both sets of regulations would require further minor revisions to the text to update associated references to annual appointments.

Reported: (ii) That the Quality Assurance and Enhancement Committee had considered a proposal to allow the appointment of external examiners from the same department of the same institution provided that they were on different examination boards, as outlined in section 2b) of the Senate's paper.

Considered and approved: On the recommendation of the Quality Assurance and Enhancement Committee, amendments to clause 6.5 b) of the Regulations for the Examination of BSc, MSci, BEng, MEng, MBBS Degrees, and to clause 4.6 b) of the Regulations for the Examination of Master's Level Degrees, with effect from October 2015.

Further Reported: That the Quality Assurance and Enhancement Committee had agreed that external examiner appointments would be approved by the Vice Provost (Education), or delegate, rather than by the relevant Quality Committees, with effect from October 2015, and that the College examination regulations would require further minor revisions to the text to update associated references.

### (3) Surveys Framework and Policy

Reported: That the Quality Assurance and Enhancement Committee had considered recommendations set out by the Student Surveys and Feedback Working Party which had been tasked with implementing a student survey and feedback framework which would rationalise the current range of surveys, systematically inform enhancement and create a robust feedback loop to students and staff.

Considered and approved: On the recommendation of the Quality Assurance and Enhancement Committee, the proposed student surveys policy which sets out the key principles which should inform all student surveys in the College and defines the surveys framework, as outlined in Appendix B of Appendix I of the Senate's report, for implementation in 2015-16.

Noted: That further details of the questions to be used in the internal Student Experience Survey would be presented to the October meeting of the Senate.

Further Reported: That all survey responses were anonymous and that current practice was that students were advised, before completing the survey, that any offensive remarks would be removed from the results.

Considered: (i) A proposal to remove anonymity in the case of a student who had submitted discriminatory or abusive remarks, on the grounds that this was unacceptable behaviour and should not be condoned.

(ii) Some members felt that the concept of removing anonymity might have the negative effect of dissuading students from submitting feedback, and an alternative proposal was made, to remove the entire response from the survey results in the case of a student who submitted offensive remarks, rather than remove anonymity.

Discussed: (i) That guidance should be given as to what would be accepted as constructive, critical feedback and what would be deemed to be offensive.

(ii) That students should be encouraged to submit complimentary feedback as well as critical feedback.

(iii) That this was an opportunity to promote the College values on respect for others, as

well as teaching that a more effective way to bring about change was through engaging constructively with a process.

Resolved: (i) That, in the case of a student who had submitted discriminatory or abusive remarks, their entire response would be removed from the survey results.

(ii) That the surveys working party should draft a statement advising students of this change in practice and giving guidance on what was expected, to be presented for approval by the Senate in October.

(iii) That the impact of introducing the sanction should be carefully monitored to ensure that the response rate had not declined significantly as a consequence.

(4) Short Course Quality Committee

Reported: That the Quality Assurance and Enhancement Committee had endorsed the decisions of the Short Course Quality Committee to approve Continuing Professional Development courses and Summer Schools, with immediate effect.

Considered and approved: (i) On the recommendation of the Quality Assurance and Enhancement Committee, the Continuing Professional Development (not for credit) Machine Learning, Robotics and Senor Network Summer School, as outlined in section 4 and Appendix II of the Senate's paper, with immediate effect.

(ii) On the recommendation of the Quality Assurance and Enhancement Committee, the four Continuing Professional Development modules (for credit) from the MSc in Cardiorespiratory Nursing, as outlined in section 4 of the Senate's paper, with immediate effect.

(5) External Examiner Summary Reports for 2013-14

Noted: That the Quality Assurance and Enhancement Committee had considered the Undergraduate and Master's Level External Examiner Summary Reports for 2013-14, as outlined in section 5 and Appendices III and IV of the Senate's paper.

(6) Roles and Responsibilities Documents

Noted: That the Quality Assurance and Enhancement Committee had approved minor amendments to the College Roles and Responsibilities documents for 2015-16.

(7) Items to include in Student and Programme Handbooks

Noted: That the Quality Assurance and Enhancement Committee had approved minor amendments to the College's documents "Items to be included in Programme Handbooks" for 2015-16.

(8) Our Principles

Noted: That revision of "Our Principles" would be delayed in order to be informed by the work on culture and gender equality to be commissioned following the incident at this year's Varsity rugby tournament. It was intended that a revised version of "Our Principles" would be agreed in time for the 2016-17 academic session.

(9) Competence Standards

Noted: (i) That all Faculties had confirmed that they had or would shortly have competence standards in place for all undergraduate and postgraduate programmes for 2015-16.

(ii) That the Academic Registrar would set up a working party to consider how competence standards could be better integrated with programme specifications.

(10) Surveys

Noted: (i) That the Quality Assurance and Enhancement Committee had considered the results from the Spring term 2015 UG and PG SOLE surveys and had been advised that the results were consistent with those of Spring 2014 and that Faculty representatives would be investigating instances where a drop in satisfaction had occurred.

(ii) That many departments had shown improvement in the scores for giving feedback on work.

(11) Business School Module Excellence Survey (MODES)

Noted: (i) That the Quality Assurance and Enhancement Committee had considered the end of pilot report from the Business School on their MODES lecturer/module evaluation which had replaced PG SOLE lecturer/modules evaluations in the Business School during 2014-15.

(ii) That the Committee had approved the pilot to continue in the 2015-16 academic session but had wanted to see more data on the quality of responses to the MODES questions set.

(12) Postgraduate Research Experience Survey (PRES) 2015

Noted: (i) That the Quality Assurance and Enhancement Committee had considered the results for PRES 2015 and that the final response rate was 42.9% which was in line with the rest of the sector, as outlined in section 12 of the Senate's paper.

(ii) That, overall, the College results were consistent with PRES 2013 and that the overall satisfaction with research experience had remained at the same level, as shown in the College results in Appendix V of the Senate's paper .

(13) Academic Standards Framework

Noted: That the work of the Academic Standards Framework Steering Group to oversee the development of the new Academic Standards Framework and the preparations for the Higher Education Review (or equivalent) in 2016-17 had recently started.

(14) Yerevan Communiqué on future and priorities of the European Higher Education Area (EHEA)

Noted: That the Yerevan Communiqué had been adopted by ministers in May 2015 and that a new ECTS Users' Guide had been published.

(15) Summary of Senate approved QAEC actions in 2014-15

Noted: That the Quality Assurance and Enhancement Committee had provided a summary of Committee recommendations and actions which had been approved and noted by Senate in 2014-15, as shown in Appendix VI of the Senate's paper.



## 1992 Postgraduate Quality Committees

Considered: A Report by the Postgraduate Quality Committees (**Paper Senate/2014/72**).

### New Programme Proposals

- (1) MSc in Climate Change, Management and Finance (Imperial College Business School and Grantham Institute for Climate Change)

Reported: (i) That the Master's Quality Committee (Business, Engineering and Physical Science) had considered and approved a proposal from the Imperial College Business School and the Grantham Institute for Climate Change for the establishment of a new MSc in Climate Change, Management and Finance with effect from October 2016, as outlined in section 1 of the Senate's paper.

(ii) That the programme would be offered on a full-time only basis over one calendar year.

(iii) That the Business School would be the lead Department.

(iv) That the aim of the programme was to train the next generation of business leaders so that they would be equipped to meet the challenges raised by climate and environmental change in the coming decades.

(v) That applicants would be required to satisfy the College's English language proficiency requirements at the higher level (IELTS 7.0 with a minimum 6.5 in each element or equivalent).

(vi) That a Special Qualifying Exam (SQE) for candidates who did not meet the entrance criteria would be used in exceptional circumstances for applicants with extensive and significant professional experience.

(vii) That the programme had been through the normal approval process which had included external review.

(viii) That the programme specification for the proposed MSc in Climate Change, Management and Finance was provided in Appendix I of the Senate's paper.

Approved: On the recommendation of the Committee, the introduction of the **MSc in Climate Change, Management and Finance** with effect from October 2016.

- (2) Postgraduate Certificate, Postgraduate Diploma and MSc in Genomic Medicine (NHLI)

Reported: (i) That the Master's Quality Committee (Medicine, Life Sciences and School of Professional Development) had considered and approved a proposal from the NHLI for the establishment of a new MSc in Genomic Medicine, with effect from October 2015, as outlined in section 2 of the Senate's paper.

(ii) That the programme would include a Postgraduate Certificate and a Postgraduate Diploma and some modules would also be offered as standalone modules (both with and without assessment) via the continuing professional development route.

(iii) That the aim of the programme was to educate students to interpret and understand genomic DNA data by providing a flexible, multi-disciplinary and multi-professional perspective in genomics as applied to clinical practice and medical research.

(iv) That the programme was targeted primarily at healthcare professionals and was also expected to attract recent graduates with a background in biomedical sciences.

(v) That the programme included collaborations with the Institute for Cancer Research (providing the core Cancer Genomics Module), Buckinghamshire New University (collaborating on the optional Workplace-Based Module), and Brunel University London (providing the optional Economic Evaluation in Human Genomics Module). The Institute of Cancer Research and Brunel University London may also co-supervise research projects.

(vi) That the programme was flexible and modular and would be offered on a full-time and a part-time basis. The Postgraduate Certificate would be offered on a full-time basis over 4 months and on a part-time basis pro-rata (between 5-12 months). The Postgraduate Diploma would be offered on a full-time basis over 8 months and on a part-time basis pro-rata (between 9-24 months). The MSc would be offered on a full-time basis over 12 months and on a part-time basis over 24 months. The programme would be delivered largely at the Royal Brompton, St Mary's, Hammersmith and Charing Cross campuses.

(vii) That students would register directly for the Postgraduate Certificate, Postgraduate Diploma or the MSc programme in accordance with College and programme regulations. The Postgraduate Certificate and Postgraduate Diploma would also be available as exit qualifications for students who had not successfully completed either the Postgraduate Diploma or the MSc but who had met the requirements for the lower award.

(viii) For part-time students, the programme would offer an additional standard entry point in March in 2016 and 2017 only. The programme would revert to one entry from 2018, and it was expected that this would be March.

(ix) That the programme had been through the normal approval process which had included external review.

(x) That the programme specification for the proposed Postgraduate Certificate, Postgraduate Diploma and MSc in Genomic Medicine was provided in Appendix II of the Senate's paper.

Noted: That, further to the programme specification as presented, the Department would be adding a pre-sessional module which had been designed to ascertain the background knowledge and understanding of key concepts needed by students to thrive on the Genomic Medicine programme. The results of the assessment would help the programme team judge what additional support individual students would need. The module would be online and used for formative assessment purposes only.

Approved: On the recommendation of the Committee, the introduction of the **Postgraduate Certificate, Postgraduate Diploma and MSc in Genomic Medicine** with effect from October 2015.

Further Approved: On the recommendation of the Committee:

(i) The Department of Oncogenetics, Institute of Cancer Research, as a collaborative module partner for "Molecular Pathology of Cancer and Application in Cancer Diagnosis, Screening, and Treatment" module;

(ii) The Health Economics Research Group, Brunel University London, as a collaborative module partner for "Economic Evaluation in Human Genomics" module;

(ii) The School of Advanced Healthcare Practice, Buckinghamshire New University, as a collaborative module partner for "Work-place Based Learning" joint module.

Agreed: That approval of the new programme should be conditional on the appropriate collaborative module agreements being in place.

## Major Programme Modifications

### (3) MSc in Business Analytics (Imperial College Business School)

Considered and approved: On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), the change of programme start date from October to September, with effect from entry in September 2016, as outlined in section 3 of the Senate's paper.

### (4) Executive MBA (Imperial College Business School)

Considered and approved: (i) On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), changes to the structure of the programme and the change in programme start date from January to February, with effect from entry in February 2016, as outlined in section 4 of the Senate's paper.

Noted: That the Master's Quality Committee had received reassurances from the Business School that there were no applicants holding offers who would need to be consulted on the changes to the programme.

Considered and approved: (ii) On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), changes to the entry requirements for the programme, with immediate effect, as outlined in section 4 of the Senate's paper.

### (5) Weekend Executive MBA (Imperial College Business School)

Noted: That, on the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), Chair's action had been taken to approve the change of programme name from Weekend Executive MBA to **Weekend MBA**, with effect from entry in April 2016, as outlined in section 5 of the Senate's paper (SM 1986 above refers).

Considered and approved: (i) On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), changes to the structure of the programme, with effect from entry in April 2016, as outlined in section 5 of the Senate's paper.

(ii) On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), changes to the entry requirements for the programme, with immediate effect, as outlined in section 5 of the Senate's paper.

### (6) Full-Time MBA (Imperial College Business School)

Considered and approved: On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), changes to the entry requirements for the programme, with effect from entry in October 2016, as outlined in section 6 of the Senate's paper.

### (7) MSc in Innovations, Entrepreneurship and Management (Imperial College Business School)

Considered and approved: On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), changes to the entry requirements for the programme, with effect from entry in October 2016, as outlined in section 7 of the Senate's paper.

### (8) MSc in Economics and Strategy for Business (Imperial College Business School)

Considered and approved: On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), changes to the entry requirements for the

programme, with effect from entry in October 2016, as outlined in section 8 of the Senate's paper.

(9) MRes in Mathematics of Planet Earth (Department of Mathematics) [joint Master's programme with the University of Reading]

Considered and approved: On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), modifications to the curriculum, with effect from entry in October 2015, as outlined in sections 9.1 – 9.3 of the Senate's paper.

Noted: That the Master's Quality Committee had received reassurances from the Department of Mathematics that the University of Reading, and all applicants currently holding offers of places on the programme, had agreed to the changes being made to the programme.

Considered and approved retrospectively: On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), modifications to the curriculum, and permission to offer in-year re-sits, to be effective from the current academic year, as outlined in section 9.4 of the Senate's paper.

Noted: That the Master's Quality Committee had received reassurances from the Department of Mathematics that the University of Reading, and all current students, had agreed to the changes being made to the programme.

(10) MSc in Sustainable Retirement Investment and Management (Centre for Environmental Policy)

Considered and approved: On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), the change of programme start date from June 2015 to March 2016, as outlined section 10 of the Senate's paper.

(11) Programme Suspension

Considered and approved: On the recommendation of the Master's Quality Committee (Medicine, Life Sciences and Professional Development), the suspension for one academic year of the Clinical Research Design and Management pathway within the MRes in Clinical Research (Department of Medicine), from entry in October 2015, as outlined in section 11 of the Senate's paper.

Noted: That the Master's Quality Committee had received reassurances from the Department of Medicine that current students would be supported until the completion of their programme and that there were no applicants holding offers or deferred offers of places on the programme.

(12) Programme Withdrawal

Considered and approved: On the recommendation of the Master's Quality Committee (Business, Engineering and Physical Sciences), the permanent withdrawal of the MSc in Advanced Nuclear Engineering (formerly known as the MSc in Nuclear Engineering) as entry to the 1+3 CDT programme in Nuclear Energy, with effect from entry in October 2015, as outlined section 12 of the Senate's paper.

Noted: (i) That the change of programme name from MSc in Nuclear Engineering to MSc in Advanced Nuclear Engineering had recently been approved by Senate, with effect from entry in October 2015 (SM 1975 (2.7) of 20 May 2015 refers).

(ii) That entry to the 1+3 CDT programme in Nuclear Energy would continue through the new MRes in Nuclear Energy which had been approved by Senate to start in October 2015 (SM 1975 (1.1) of 20 May 2015 refers).

(iii) That entry to the MSc in Advanced Nuclear Engineering as a stand-alone programme would continue unchanged.

#### Minor Modifications

(13) MSc in Business Analytics (Imperial College Business School)

Noted: That the Master's Quality Committee (Business, Engineering and Physical Sciences) had approved minor modifications to the MSc in Business Analytics, with effect from entry in October 2015, as outlined in section 13 of the Senate's paper.

(14) Full-Time MBA (Imperial College Business School)

Noted: That the Master's Quality Committee (Business, Engineering and Physical Sciences) had approved minor modifications to the Full-Time MBA, with effect from entry in September 2015, as outlined in section 14 of the Senate's paper.

(15) MSc in Applied Mathematics (Department of Mathematics)

Noted: That the Master's Quality Committee (Business, Engineering and Physical Sciences) had approved minor modifications to the MSc in Applied Mathematics, with effect from entry in August 2015, as outlined in section 15 of the Senate's paper.

(16) External Examiner Reports

Noted: That the Master's Quality Committees had considered the summary of External Examiner Reports on Master's Level Programmes in 2013-14, as outlined in section 16 of the Senate's paper.

(17) Programme Reviews

Noted: That the Master's Quality Committees had considered the programme reviews conducted in the 2014-15 academic year.

(18) Research Degree Submission Rates

Noted: (i) That the Postgraduate Research Quality Committee had received a report of research degree submission rates for students due to submit during the period 1 February 2013 to 31 January 2014.

(ii) That the Committee would present an updated report of research degree submission rates to the December 2015 meeting of the Senate.

(19) Research Degree Programme Precept Reviews

Noted: That the Postgraduate Research Quality Committee had considered the precept reviews conducted in the 2014-15 academic year.

(20) Joint and Collaborative Research Programme Committees

Noted: That the Postgraduate Research Quality Committee had received minutes from joint research degree programme committee meetings.

(21) Imperial Recognised Location (IRL) & Partner Research Institution (PRI) Report

Noted: That the Postgraduate Research Quality Committee had received a report of current IRLs and PRIs, noting those which had been recently approved. The report was presented to the Senate to note (Appendix III).

## 1993 Report by the Engineering Studies Committee

Considered: A Report by the Engineering Studies Committee (**Paper Senate/2014/73**).

### (1) Modifications to Undergraduate Programmes

Reported: (i) That the Engineering Studies Committee had approved minor modifications to undergraduate programmes, as outlined in sections 1.1 – 1.4 of the Senate's paper.

(ii) That the Engineering Studies Committee had approved a proposal to renew student exchange links with the School of Aerospace, Mechanical and Mechatronic Engineering in the Faculty of Engineering and Information Technologies at the University of Sydney, Australia.

### (2) Survey Results

Reported: That the Engineering Studies Committee had noted the survey results for Undergraduate SOLE spring 2015.

### (3) Undergraduate External Examiner Reporting

Reported: That the Engineering Studies Committee had noted revisions to the procedure for considering external examiner reports.

### (4) Summary of External Examiner Reports in Undergraduate Programmes 2013-14

Reported: That the Engineering Studies Committee had noted issues identified by external examiners and had referred these to the Faculty Teaching Committee for action.

### (5) Appointment of External Examiner 2015-16

Reported: That the Engineering Studies Committee had approved the nomination of an external examiner to serve in 2015-16.

### (6) Annual Report on Degree Classifications

Reported: That the Engineering Studies Committee had received and noted the annual report on degree classifications by department.

### (7) Undergraduate Failure Rates 2013-14

Reported: That the Engineering Studies Committee had received and noted the annual report on undergraduate failure rates by department.

Valediction: The Senate was informed that Professor Omar Matar would be stepping down as Chair of the Engineering Studies Committee at the end of the academic year and that Dr Lorraine Craig had been appointed as the next Chair. The Senate thanked Professor Matar for his commitment to the work of the Engineering Studies Committee in his role as Chair since October 2011, and for his contribution to the Senate during that time.

## 1994 Report by the Medical Studies Committee

Considered: A Report by the Medical Studies Committee (**Paper Senate/2014/74**).

### (1) Lee Kong Chian School of Medicine

Considered and approved: On the recommendation of the Medical Studies Committee, revisions to LKCMedicine regulations and policies listed below:

(i) Revisions to the Regulations for the Award of the LKCMedicine MBBS Degree Programme, with immediate effect, as outlined in section 1 and Appendix I of the Senate's paper.

(ii) Revisions to the LKCMedicine MBBS Admissions and Health Screening Policies and Equality and Non-Discrimination Policy Statement, with immediate effect, as outlined in section 1 and Appendices II, III and IV of the Senate's paper.

(iii) Revisions to the LKCMedicine MBBS Examinations Regulations, with immediate effect, as outlined in section 1 and Appendix V of the Senate's paper.

(2) Changes to Year 4 (MBBS/BSc in Medicine) and Year 3 (Biomedical Science) examinations

Reported: That the Medical Studies Committee had considered a proposal for the viva to be discontinued for borderline candidates with effect from 2015-16. It was proposed that students within 2.5% of the borderline would instead receive an uplifted classification if at least 6/10 assessment items from the Year were of the higher grade, as outlined in section 2 of the Senate's paper.

Considered and approved: On the recommendation of the Medical Studies Committee, changes to Year 4 (MBBS/BSc Medicine) and Year 3 (BSc Biomedical Science) examinations, for all candidates with effect from 2015-16.

Further Reported: That the change would be effective for all students registered on the programme in and after October 2015. Assurances were received from the Chair of the Medical Studies Committee that current students had been consulted widely and were in agreement with the proposed changes.

(3) Changes to the entry requirements for the MBBS/BSc in Medicine and the BSc in Biomedical Science/BSc in Biomedical Science with Management

Reported: (i) That the Medical Studies Committee had considered changes to the entry requirements for the MBBS/BSc in light of the College's consensus statement on A Level reform, as outlined in section 3 of the Senate's paper.

(ii) That the Medical Studies Committee had agreed that the School should have a published *minimum* entry requirement of AAA, and that the School should make use of differential offers tailored to students' individual contexts.

(iii) That the Medical Studies Committee had agreed that the BSc in Biomedical Science/BSc in Biomedical Science with Management would also have a minimum entry requirement of AAA.

Considered and approved: On the recommendation of the Medical Studies Committee, changes to the entry requirements for the MBBS/BSc Medicine and the BSc Biomedical Science/BSc Biomedical Science with Management, with effect from entry in 2017.

Further Reported: That a framework would be developed to ensure that a minimum AAA offer could be operated fairly, ensuring neither advantage nor disadvantage to any individual student or group of students.

(4) Updates from the Lee Kong Chian School of Medicine (LKCMedicine)

Reported: That the Medical Studies Committee had received an update report on the curriculum, and had approved documents for the LKCMedicine MBBS programme, as outlined in section 4 of the Senate's paper.

(5) Notional credit applied to Finals phase of the Medicine programmes

Reported: That the Medical Studies Committee had been advised that the Chair had approved the representation of the two final years of the Medicine programme with 70 ECTS credits for the purposes of the Key Information Set (KIS), as outlined in section 5 of the Senate's paper.

(6) Education Committee reports

Reported: That the Medical Studies Committee had considered and ratified the reports submitted by its various subordinate committees, as outlined in section 6 of the Senate's paper.

(7) Terms of reference and membership

Reported: That the Medical Studies Committee had agreed minor changes to its membership to reflect staff changes.

(8) Heads of Year Report

Reported: That the Medical Studies Committee had considered the Heads of Year report and had noted considerable dynamism and development in the School of Medicine's programmes over the past year, as outlined in section 8 of the Senate's paper.

(9) External Examiner summary reports

Reported: That the Medical Studies Committee had considered the External Examiner summary report and had noted a trend of comments across the College around the consistency of marking procedures (second marking, annotation of scripts). Members had been asked to remind those staff involved in assessment of the importance of these procedures.

(10) SOLE

Reported: That the Medical Studies Committee had considered the Spring SOLE results, as outlined in section 10 of the Senate's paper.

(11) Distribution of honours degree classifications

Reported: That the Medical Studies Committee had considered a paper on the distribution of honours degree classifications, as outlined in section 11 of the Senate's paper.

(12) Undergraduate failure rates

Reported: That the Medical Studies Committee had considered a paper on Undergraduate failure rates, as outlined in section 12 of the Senate's paper.

(13) Competence standards for Medicine programmes

Reported: That the Medical Studies Committee had approved an update to the competence standards for Medicine programmes to clarify that students must be willing and able to perform clinical procedures on male or female patients, as necessary/appropriate.



**1995 Report by the Science Studies Committee**

Considered: A Report by the Science Studies Committee (**Paper Senate/2014/75**).

(1) Distribution of Honours Data 2013-14

Reported: That the Science Studies Committee had considered the annual report on the distribution of Honours data and had commented that the increase in the award of first and upper second class degrees since 2007 was to be welcomed but felt that this should be carefully monitored.

(2) Undergraduate Failure Rates 2013-14

Reported: That the Science Studies Committee had considered the annual report on Undergraduate Failure Rates, as outlined in section 2 of the Senate's report.

(3) SOLE lecturer/module results

Reported: That the Science Studies Committee had considered the Spring SOLE results, as outlined in section 3 of the Senate's paper.

(4) Undergraduate External Examiner Summary Report 2013-14

Reported: That the Science Studies Committee had considered the Undergraduate External Examiner Summary Report and had noted the issues raised relating to consistency of practice, and in particular in relation to the assessment process.

(5) Modifications to Undergraduate Programmes

Reported: (i) That the Science Studies Committee had approved minor modifications to undergraduate programmes in the Department of Mathematics, as outlined in section 5.1 of the Senate's paper.

(ii) That the Science Studies Committee had approved, in principle, minor modifications to undergraduate programmes in the Department of Chemistry, subject to completion of the necessary quality assurance processes, as outlined in section 5.2 of the Senate's paper.

**1996 Membership of Student Appeals Panels**

Considered and approved: Nominations for membership of the panels to deal with (a) student withdrawal and representations appeal hearings and (b) student disciplinary and examination offence hearings for 12 months from 25 June 2015, as detailed in **Paper Senate/2014/76**.

**1997 Distribution of Honours Degree Classifications 2013-14**

Received: A Report by the Assistant Registrar (HESA and Student Data) (**Paper Senate/2014/77**).

**1998 Undergraduate Examination Failures 2013-14**

Received: A Report by the Assistant Registrar (HESA and Student Data) (**Paper Senate/2014/78**).

**1999 Representations Concerning Decisions of Boards of Examiners 2013-14**

Received: A Report by the Deputy Academic Registrar (**Paper Senate/2014/79**).

- 2000 Student Appeals against Withdrawal Decisions 2013-14**  
Received: A Report by the Deputy Academic Registrar (**Paper Senate/2014/80**).
- 2001 Student Complaints**  
Received: A Report by the Deputy Academic Registrar (**Paper Senate/2014/81**).
- 2002 Office of the Independent Adjudicator and Completion of Procedures Letters**  
Received: A Report by the Deputy Academic Registrar (**Paper Senate/2014/82**).
- 2003 Admissions Statistics 2015-16**  
Received: A Report by the Chair of the Student Recruitment and Monitoring Group (**Paper Senate/2014/83**).
- 2004 Full-Time Equivalent Student Loads 2014-15**  
Received: A Report by the Financial Analyst (**Paper Senate/2014/84**).
- 2005 Staff Matters**  
Received: A Note by the Provost (**Paper Senate/2014/85**).
- 2006 Imperial College International Diploma**  
Received: The names of those awarded the Diploma on 1 August 2014 (**Paper Senate/2014/86**).
- 2007 Prizes and Medals Awarded 2013-14**  
Received: The names of those awarded prizes and medals in 2013-2014 (**Paper Senate/2014/87**).
- 2008 Award of Degrees and Diplomas**  
Reported: That under the provisions of University of London Ordinance 9(2) and Imperial College London Ordinance B1(1), and with the terms of SM 8 of October 1998, that the Academic Registrar had acted on behalf of the Senate in approving the awards for candidates who had satisfied the examiners in the examination and satisfied all other necessary requirements for the award of the degrees, and that degrees had been conferred on these candidates, the date being as indicated on the award.
- 2009 Dates of Senate Meetings in 2015-16**  
Reported: The following dates of meetings of the Senate in 2015-16:  
Wednesday, 21 October 2015 – Room G01, Royal School of Mines  
Wednesday, 9 December 2015 – Room G01, Royal School of Mines  
Wednesday, 17 February 2016 – Council Room, 170 Queen's Gate  
Wednesday, 11 May 2016 – Council Room, 170 Queen's Gate  
Wednesday, 22 June 2016 – Council Room, 170 Queen's Gate  
  
All meetings will start at 3.00pm.

## **2010 Any Other Business**

(i) The Provost advised that this would be the last meeting for the 2014-15 Student Representatives Mr Pascale Loose, Ms Nida Mahmud and Mr Tom Wheeler. The Senate thanked them all for their valuable contribution to the College and to Senate during their term of appointment and wished them well for the future.

(ii) The Provost advised that Dr David McPhail would be stepping down as Deputy Director of the Graduate School at the end of the summer. The Senate thanked Dr McPhail for his valuable contributions and commitment to the work of the Postgraduate Quality Committees and the Senate over the past four years.

(iii) The Provost advised that Ms Sally Baker (Senior Assistant Registrar – Senate and Academic Review) would be leaving the College at the end of July, after 23 years at Imperial. The Senate thanked her for her commitment to the College and for her support of the work of the Senate and wished her well for the future.

## **2011 Date of Next Meeting**

Reported: The next meeting of the Senate would take place on Wednesday 21 October 2015, in Room G01, Royal School of Mines, starting at 3.00pm.