

SENATE

**Minutes of Meeting held on 11 October 2023**

**Present:** Professor Peter Haynes (Chair); Professors Allen, Ashby, Brady, Buluwela, Ces, Craster, Evans, R Green, T Green, Hanna, Haynes, Kingsbury, Lindstedt, Matar, Meeran, Mestel, Spivey, Tennant, Wiesemann. Xu; Drs Bluck, Costa-Pereira, Craig, Jenkins, Malhotra, Rutschmann, Tennant; Mr Lupton, Mr Tebbutt, Ms Bannister, Ms Boutrolle, Ms Yang, Mr Ashton (Secretary), Ms Webster (Minute Secretary).

In attendance: Ms Lizzie Burrow, Ms Anna Shierson

**Apologies:** Professors Craster, Green, Hanna, Lindstedt, Riley, Walmsley, Xu; Dr Craig; Mr Tebbutt

**2801 Terms of Reference, Constitution add Membership of the Senate for 2023-24**

Received: A Paper from the Academic Registrar (**Paper Senate 2023/01**)

Reported: That the paper set out new and continuing members of the Senate for the 2023-24 academic year. New members were welcomed to the Committee.

**2802 Minutes**

The Minutes of the meeting of the Senate held on 28 June 2023 were confirmed as an accurate record.

**2803 Apologies for Absence**

Apologies were noted as above.

**2804 Matters Arising**

Reported: (1) Student Casework Procedures – That following the approval of the revised Student Discipline Procedure which recommended additional resource being allocated to the Student Casework Team, that funding has been secured and the remaining vacant posts are about to be advertised. The Procedures are currently being amended to reflect the changed structures for supporting the processes.

(2) That Senate was asked to approve a request for these changes to be approved by Chair's Action for the Student Discipline Procedure, the Student Complaints Procedure, Fitness to Practice and the Academic Appeals Procedure. The Academic Misconduct policy, to be discussed later on the agenda, provided an indication of how work will transfer from the Central Secretariat to the newly constituted Student Casework Team in Registry.

Considered in discussion: (3) That it was expected that the new team would be in place early in 2024 once vacant posts had been appointed to. It was noted that an external investigations company was being used to consider the most serious and complex cases and it was anticipated that this would continue as appropriate.

(4) That the College consuls were concerned about the differences between the staff and student procedures. It was noted that there were some ongoing discussions with the Human Resources department and the staff unions related to this. Members also queried where support for students involved in a staff-student case sat and it was acknowledged that there was currently limited support available through the Advice Centre. The Chair requested that the Faculty Senior Tutors send a brief note on what they would recommend for provision of advice.

(5) That members had noted a recent legal judgement on a university's duty of care and whether the College was sure that it was compliant with the judgement. It was noted that the Legal Services team had been involved with the review of the procedure and would continue to monitor the College's compliance with legislation.

## **2805 Chair's Action**

There was no Chair's Action to report.

## **2806 Provost's Business**

Received: a verbal report on behalf of the Provost.

Reported: (1) That in respect of the impact of industrial action including the Marking and Assessment boycott and strike days, Human Resources had reported that of the 2100 academic staff at the College, 55 individuals had participated in the Marking and Assessment Boycott (MAB). No final year undergraduate student had failed to graduate because of the MAB but at the time of the meeting, there were still 15 students with provisional classifications. Continuing students had been impacted across 4 departments. Following correspondence from the Office for Students, the College had determined that this was not a reportable event but had responded and updated the OfS on the action that was being taken to mitigate the impact for students. It was noted that MAB would end on 18<sup>th</sup> October 2023.

(2) That Examination Boards were taking place for postgraduate awards but that no issues had arisen to date. Additional guidance had been published for Examination Boards to support any decision making.

## **2807 Admissions Update**

Received: A Paper from the Director of Marketing, Recruitment and Admissions (**Paper Senate 2023/02**)

Reported: (1) That the paper set out the admissions situation as 14 September 2023 and that a further update would be available at the start of November. The Director set out the headlines of the report for the committee and the position regarding august and December targets for recruitment of undergraduate students. There were 3189 UF (Unconditional offer firmly accepted) students with a home/overseas proportion of 52/48.

(2) That 335 Widening Participation students had accepted which is 21% of the home pool of students. The numbers were slightly under in the Faculty of Engineering but on target elsewhere. Recruitment in terms of ethnicity and gender remained consistent.

(3) That the grade profile of the A level results had returned to 2019 levels which was reassuring for supporting offer making for recruitment for 2024.

(4) That in terms of Postgraduate taught admissions, there were 5049 UF which was 97% towards target. Visa issues meant it would be unlikely to confirm more overseas students at this point. Home student recruitment was under in Engineering and FoNS

Considered in discussion: (5). That in terms of data for WP students was there any evidence for whether interviewing the applicants made any difference? Members were

advised that there was although it was difficult to extract it currently as it was a very manual process but that this would improve. In terms of Engineering underrecruiting WP students, Senate was advised that this was due to a lack of suitable home students.

(6) That

## **2808 Teaching Excellence Framework Outcomes and Panel Statement**

**Received:** A paper from the Director of Strategic Planning (**Paper Senate 2023/03**)

**Reported:** (1) That the College had received their final TEF2023 outcomes and the Panel's statement. For this round of TEF, the Panel considered how far the quality ratings applied across all the student groups and the range of courses and subjects. The College was awarded an overall rating of Gold and then two aspect ratings of Silver for student experience and gold for student outcomes. It was noted that the Panel considered metric indicators from the National Student Survey in respect of the experience aspect and Graduate outcomes data for the outcome aspect. The College had provided a written submission, and the Imperial College Union had submitted a student statement which had been considered by the Panel.

## **2809 National Student Survey 2023 Outcomes**

**Received:** A paper from the Director of Strategic Planning (**Paper Senate 2023/04**)

**Reported:** (1) That there had been considerable methodology changes to the survey in 2023 with the move to a four-point rating scale and the removal of the overall satisfaction rating in England. As a result, the Strategic Planning team had not done a direct comparison but had calculated an overall satisfaction score for the College and had identified some persistent trends. After three years of good results, the outlier is the rating for assessment and feedback.

## **2810 Update on Guidance in the event of disruption to assessment**

**Received:** A verbal update from the Vice Provost (Education and Student Experience).

**Reported:** (1) That this agenda item was covered under the Provost's report

## **2811 Academic Misconduct Procedure**

**Received:** A paper from the Academic Registrar. (**Paper Senate/2023/05**)

**Reported:** (1) That the paper proposed an amendment to the Academic Misconduct Procedure in paragraph 53 to withdraw the option for students to have a second attempt at submitting an appeal following the outcome of a summary or College level process. This is to align the Policy with the Academic Appeals procedure and reflects the improved support available to students in making an appeal submission and to ensure more timely outcomes for students. This amendment would be approved with immediate effect.

(2) Senate was also asked to note the change of responsibilities for elements of the procedure following the restructure of the Student Casework Team.

Senate **approved** the changes to the procedure with immediate effect.

## **2812 Quality Assurance and Enhancement Committee**

**Received:** A Report from the Quality Assurance and Enhancement Committee (QAEC) (**Paper Senate 2023/06**)

Reported: (1) That Minor amendments, as detailed in the report, had been made to the Terms of Reference for the Committee.

Senate **Approved** the amendments to the QAEC Terms of Reference.

(2) That QAEC had also considered the following matters:

- PGT Annual Monitoring Faculty and College level reports and noted several College level issues for resolution as set out in the paper.
- A review of the Annual Monitoring process was agreed and QAEC approved the terms of reference and constitution of a Task and Finish Group to undertake the review.
- A discussion paper from the Faculty of Medicine proposing a pilot a new process for their Faculty in 2023-24, which was approved subject to the agreement of all Medicine PGT programme leads.
- Postgraduate Research Experience Survey 2023 College results summary was considered. The 2023-24 MEQ dates were also approved.
- A report on which PGT algorithms had been selected across Faculties.

### **2813      Update of Sector Developments**

Received and noted: A note from the Director of Academic Quality and Standards (**Paper Senate/2023/07**)

### **2714      Dates of Next Meetings**

13 December 2023  
28 February 2024  
1 May 2024  
26 June 2024

All meetings start at 15.00hrs