

SENATE

DRAFT Minutes of Meeting held on 13 December 2023

Present: Professor Ian Walmsley (Chair); Professors Allen, Ashby, Brady, Buluwela, , Craster, T Green, Hanna, Haynes, Kingsbury, Lindstedt, Matar, Meeran, Mestel, Spivey, Tennant,. 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: Professor Mary Morrell

Apologies: Professors Brandon, Ces, Weisemann; Dr Costa-Pereira; Mr Lupton

2815 Minutes

The Minutes of the meeting of the Senate held on 11 October 2023 were confirmed as an accurate record.

2816 Apologies for Absence

Apologies were noted as above.

2817 Matters Arising

Received: A Paper from the Academic Registrar (**Paper Senate 2023/12**) (Minute 2806 refers)

Reported: (1) That the report provided an update on the current situation in Registry following the disruption to assessment in the 2022/23 academic year. It was understood that all marking had now been completed and so the figures in the report showed where Registry was waiting for results to transfer over from Departments. The need to ensure that support was available to students when these results were published was noted.

(2) That there was no further industrial action being undertaken at the time of the meeting.

2818 Chair's Action

There was no Chair's Action to report.

2819 Provost's Business

Received: a verbal report on behalf of the Provost.

Reported: (1) That a new Academic Strategy for the College would be launched in March 2024 and that some aspects of this would impact on education, for example the Digital Lifelong Learning strand which was being led by the Vice-Dean (Education) in the Business School. The strategy would aim to boost the College's access and participation profile and gain a higher impact from PGT programmes A further report would be made to the Senate at a future meeting.

2820 Access and Participation Plan 2025-2029: proposed approach

Received: Papers from the Director of Strategic Planning (**Papers Senate 2023/08 and 08A**)

Reported: (1) That the Access and Participation Plan paper had been considered by the University Management Board, who had considered the resources available to support. The paper had been developed in accordance with the Office of Students guidance developed for the sector and showed a general direction of travel to increase the number of widening participation students in the College and of support for their continuation through their programmes of study. A key element of the Office for Students requirements was to provide an evaluation framework to be able to demonstrate how innovations help to meet targets.

(2) That the two papers include the proposed approach for the Access and Participation Plan and secondly set out the greater ambitions for the College in this area and which go beyond the minimum requirements.

(3) That the Office for Students had raised their expectations in evaluation and engagement with pre-16 education and was also shifting their emphasis away from purely access towards progression and continuation. As such the College was trying to build on established activities and for those activities to be guided by the APP targets.

(4) That the paper on wraparound support for widening participation set out proposals for work to support activities between the point of admission and graduation to provide equality of opportunity for underrepresented groups to succeed in and progress from their degree programme. The paper set out both existing activities and proposed new initiatives to try and support a whole provider approach and give a more consistent and coordinated approach to support.

(5) That the Imperial College Union were running student focus groups with students on some of the existing activities to try and understand what barriers there might be to participation as it was noted that there was not always a full take-up from all eligible students. The Union has also provided a paper to the APP Group about access to hardware and software and the need for Departments to be clear on technical specifications for their programmes.

Considered in discussion: (6) That the use of polar quintiles and postcodes to identify widening participation students was problematic in London especially and that this might lead to some students being missed for inclusion in the support activities. The Office for Students is addressing this to see if it would be better identified at an individual level. Free school meals was preferred by the sector but this is self-certifying.

(7) That it was also noted that barriers for some students included being identified as widening participation nor applying for bursaries through means testing and that for Muslim students there were additional barriers to taking a loan which impacted on them taking up a bursary or hardship fund payment.

2821 The Pears Cumbria School of Medicine (PCSM) partnership with Imperial College London

Received: A presentation on the partnership from Professor Mary Morrell

Reported: (1) That the presentation would provide a brief overview of the partnership between the College and the University of Cumbria. The development of the partnership had been supported by Health Education England and had been established with a particular focus on recruiting, training and retaining doctors in Cumbria and to support and promote research focused on healthcare needs in Cumbria.

(2) That the delivery timeline for the project set out the key milestones for programme approval and design, faculty recruitment and the development of the learning materials with a first cohort of students enrolling in 2025. The Governance structure overseeing the programme included key committees at Cumbria and Imperial with a PCSM Board reporting into both, at Imperial through the Faculty Education Committee and up to Quality Assurance and Enhancement Committee and therefore to Senate.

(3) That the proposed four-year MBBS programme would be bespoke, focussing on prevention and healthcare delivery specific to the region and would be delivered with a range of clinical partners, who they would engage with to secure General Medical Council approval. The programme would lead to an Imperial College degree and the College would be responsible for the academic quality and standards of the award.

(4) That discussions were taking place through the Imperial College School of Medicine Union on how the Student Unions could engage with each other.

2822 Quality Assurance and Enhancement Committee

Received: A Report from the Quality Assurance and Enhancement Committee (QAEC) (**Paper Senate 2023/09**)

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 considered the College's analysis of the 2023 NSS results and noted that an Assessment and Feedback Working Group had been established to review practice and suggest enhancements to this area. Learning and Teaching funding had been allocated to support this. Mapping work on assessment deadlines across modules was being done as well as asking staff how long they thought students should be spending on their assessments and then asking students how long it took in comparison. There was an aim to reduce the assessment load by 25% and that the group was looking at academic and feedback literacy, identifying what assessment worked well and sharing best practice across the College. Each Faculty had been allocated 1 FTE to work with the Vice Deans (Education).

(3) That members noted that there were issues over the organisation and management of assessment that impacted students, including calendar issues and perceived differences between student expectations and what was delivered.

(4) That QAEC also considered and recommended the timescale for the launch of the 2024 NSS and that the College included two optional backs of questions on course Deliver and Welfare Resources to enable comparability over multiple years. It was recommended that the overall satisfaction question be removed as it was no longer considered an appropriate metric and could not be benchmarked to other providers. Overall satisfaction would instead be determined by aggregating the results of all the questions.

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

- College analysis of the 2023 PRES survey outcomes
- Procedural guidance for Posthumous and Aegrotat Research Degrees
- Guidance on the issue and replacement of official documentation
- Graduate Teaching Assistants Rates of Pay
- Reports from sub-committees including Regulations and Policy Review Committee, the Programmes Committee and the Postgraduate Research Quality Committee.

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2823 Prizes and Awards

Received and noted: A note from the Academic Registrar setting out prize winners from July 2021 to November 2023 (**Paper Senate/2023/10**)

2824 Update of Sector Developments

Received and noted: A note from the Director of Academic Quality and Standards (**Paper Senate/2023/11**)

2725 Dates of Next Meetings

28 February 2024

1 May 2024

26 June 2024

All meetings start at 15.00hrs