

SENATE

Minutes of Meeting held on 26 June 2024

Present: Professor Ian Walmsley (Chair); Professors Allen, Ashby, Brady, Buluwela, Ces, Craster, Evans, Green, Hanna, Haynes, Kingsbury, Lindstedt, Matar, Mestel, Peydro, Spivey, Wieseemann, Xu; Drs Bluck, Costa-Pereira, Craig, Jenkins, Malhotra, Tennant; Mr Lupton, Mr Milward, Mr Tebbutt, Ms Bannister, Ms Boutrolle, Ms Yang, Mr Ashton (Secretary), Ms Webster (Minute Secretary).

With: Matthew Easden (minute XX)

Apologies: Professors Allen, Brandon, Riley; Drs, Jenkins, Rutschmann;

2835 Minutes

The Minutes of the meeting of the Senate held on 1 May 2024 were confirmed as an accurate record.

2836 Apologies for Absence

Apologies were noted as above.

2837 Matters Arising

There were no Matter's Arising not otherwise covered on the agenda.

2838 Chair's Action

There was no Chair's Action to report.

2839 Provost's Business

Received: a verbal report from the Provost.

Reported: That the key items from the Academic strategy that were pertinent to Senate were progressing. The Institute of Extended Learning was being embedded and there would be further updates on that, and on the innovation strand, to future meetings.

(2) That the student admissions numbers for the coming academic year were looking very positive and it was noted that Open Days were currently happening for the following year.

(3) That the Chair had made a number of visits to departments and reported a particular highlight had been seeing the student projects in Electrical and Electronic Engineering which demonstrated well that the energy and enthusiasm of all Imperial students continues to be high.

(4) That this was the last meeting of the academic year and the Chair thanks all members for whom this would be their last meeting, in particular the student representatives from Imperial

College Union for all their contributions and the work they had done on behalf of all students across the year.

2840 Academic Transcripts Proposals

Received: A paper from the Deputy Director of Student Administration (Paper Senate/2023/20)

Reported: (1) That the Academic Transcript had been under review to ensure that it was fit for the purpose of reflecting student achievement and outcomes. There are two transcripts currently available to students. Firstly, a per-award transcript which details their progression through their programme of study and the Award Transcript which lists the final and confirmed module outcomes and credits awarded on their programme. The discussions that had been held so far had focussed on the level of detail the transcript should contain and Senate's advice is sought on whether the final award transcript should reflect everything that a student has taken, i.e. including resits and retakes, or whether just the final outcomes which have contributed to a student's progression and award should be reflected on the award transcript.

(2) That Registry colleagues had undertaken research across the sector but that there appeared to be no consistent approach across institutions.

Considered in discussion: (3) That there were concerns about including all attempts that a student had taken as it was felt that this might put some students at a disadvantage when presenting their transcript for further study or employment. It was noted that the transcript would still show that a student had taken longer to complete their course where they had been enrolled for an extra period.

(4) That there was a discussion about Mitigating Circumstances and whether these should be recorded. The feeling of Senate was not to include them. There was a related discussion about the burden of mitigating circumstances and resits on departments.

(5) That a student could not make a request for specific individual information to be included on the transcript. The Student Representative suggested that perhaps a template could be developed so that if a student sought a reference from their personal tutor or supervisor, that could reflect any individual circumstances or individual activities such as volunteering that they had undertaken through their programme. It was noted that students on the undergraduate programme in the Business School were keeping a skills log to support references being provided.

Agreed: That Senate preferred the option of the transcript containing only the final marks/credits counting towards the degree classification.

2841 Proposed Updates to MPhil and PhD Regulations 2024-25:

Received: A Paper from the Quality Assurance and Enhancement Committee (**Paper Senate/2023/21**)

Reported: (1) That the cover paper set out the changes included in the track changes version of the document included in the papers, which have already been discussed and agreed by the following committees: Regulations and Policy Review Committee (RPRC) (15 May 2024), Postgraduate Research Quality Committee (PRQC) (22 May 2024) and Quality Assurance and Enhancement Committee (QAEC) (5 June).

(2) That the recommendations have arisen in part from frequently asked questions about the research degree regulations and seek to clarify expectations and requirements around the Maximum Period of Registration, concurrent enrolment on programmes and enrolment deadlines, student led transfers from PhD to MPhil, requirements for MPhil students, Late Stage Review requirements, confirming the Progress Review as a formal milestone and the Supervisor's certification of the student declaration.

Considered in discussion: (3) That it was not possible to provide an ad hoc response to a question raised on PhD students who were being supervised by Imperial staff but were registered at a European institution following the withdrawal of the UK from the Horizon scheme. It was agreed to take this issue offline to see if a resolution could be found.

Approved: Senate approved the updates to the MPhil and PhD Regulations for 2024-25 and noted that these would apply to new and continuing students from October 2024.

2842 Proposed update to Regulations for Taught Programmes 24-25:

Received: A Paper from the Quality Assurance and Enhancement Committee (**Paper Senate/2023/23**)

Reported: (1) That there were minimal changes to the Regulations for Taught Students, also known as Regs A. These have already been considered by the Regulations and Policy Review Committee and by QAEC at its last meeting. Changes to the Regulations include adding the appropriate references to the MBBS (Graduate Entry), Cumbria School of Medicine. There are some updates to terminology and the Glossary to clarify terms around assessment.

(2) That Senate was asked to note that the current 'Regulations for Students' has been rescinded for 24/25 with updates to other relevant regulatory documentation such as the 'Student Terms and Conditions'. References to Regulations for Students will be removed from the documents above at the same time as changing references to College Ordinances and updating terminology and style to meet the new branding guidance.

Approved: Senate approved the updates to the Regulations for Taught Programmes for 2024-25.

2843 Admissions: Proportional Representation of Gender within taught programme admissions.

Received: A Paper from the Director of Marketing, Recruitment and Admissions (**Paper Senate/2023/24**)

Reported: (1) That the paper provided a review of the HESA student return data 2017-2021, some external benchmarking against other Russell Group universities of the proportional representation of women versus men against the Russell Group average and have also considered historical conversion rates and any differences between men and women in the applicant journey.

(2) That in the 2017 to 2021 period the proportional representation of women at undergraduate level rose by 5% points from 36% to 41% and by 3% points at postgraduate taught level from 47% to 50%. When looking at the Russell Group, and removing students registered on Arts and Humanities programmes and just looking at STEMB subjects, the University was very much in line with those other institutions.

(3) That the offer rate average across both levels had slowed somewhat for women at undergraduate level but that offers are still made to women at a higher rate compared to the

number of applications. There was a consistent picture across departments in terms of offers being made.

(4) That consideration had also been given to whether the diversification strategy had affected the gender balance in the applicant pool

2833 Quality Assurance and Enhancement Committee

Received: A Report from the Quality Assurance and Enhancement Committee (QAEC)
(Paper Senate 2023/23)

Reported: (1) That at its March meeting, QAEC had considered the postgraduate taught external examiners summary report which had noted overwhelming confidence in the College's academic standards, the rigour and fairness of the assessment and the comparability with other institutions. A number of recommendations were discussed, which have been referred to the Assessment and Feedback Working group. These focussed on resources, organisation and management, assessment workloads for staff and students, improvements to marking, moderation and feedback, and the impact of generative AI.

(2) That at its April meeting, QAEC considered and recommended to Senate that the Regulations for Students are rescinded with effect from the 2024-25 academic year, which will see the introduction of revised Student Contract/Terms and Conditions, which overlap with the Regulations for Students. A mapping of the two documents was undertaken and considered by QAEC to demonstrate the overlaps and it is recommended that this is published on the regulation pages to show where clauses from the old regulations are now covered.

(3) That QAEC considered the UG annual monitoring reports and noted themes from across the College, many of which overlap with comments made by the external examiners and through survey outcomes too. Issues raised through the reports were summarised in an action plan and this has been distributed to committees and services providers to take forward. It was noted that the first meeting of the Working Group to review the Annual Monitoring process, chaired by Professor Jason Riley, to review the annual monitoring process had been held and would report in due course.

(4) QAEC also considered and made recommendations for amendments to the Student Contract, approved the Procedural guidance for Student led changes to Registration (transfers, withdrawals, changes in mode of study and interruptions of study). QAEC also considered proposed changes to the academic transcript.

Senate **approved** the recommendation to rescind the Regulations for Students with effect from the 2024-25 academic year.

2734 Dates of Next Meeting

26 June 2024

All meetings start at 15.00hrs