

SENATE

Confirmed Minutes of Meeting held on 17 May 2017

**Present:** The Provost, Professor James Stirling (Chair); Professors Buenfeld, Buitendijk, Buluwela, Distaso, Fox, Gibson, Magee (J), , Nash, Welton, Wright; Drs Archer, Costa-Pereira, Craig, Field, Fobelets, Gounaris, Kingsbury, Malhotra, Meyer, Trotta; Mr Ashton; Mr McCrone; Mr Shamsó; Mr Tebbutt with Professor Lloyd representing Professor Screamon, Mr Neilson (College Secretary and Registrar), Ms Webster (Head of Academic Services).

**Apologies:** Professors Johnston, Magee (T), Phillips, Screamon, Welton, Wright; Drs Archer, Perkmann, Ms Makuch.

**2142 Minutes**

The Minutes of the meeting of the Senate held on 8 February 2017 were confirmed as an accurate record of the meeting.

**2143 Chair's Action**

There were no items of Chair's Action to report.

**2144 Matters Arising**

There were no Matters Arising to report.

**2145 Provost's Business**

Received: A Report from the Provost (**Paper Senate/2016/32**).

(1) Dean of the Business School

Reported: That Professor Francisco Veloso had accepted appointment as Dean of the Imperial College Business School. Professor Veloso will join the College from the Catolica Lisbon School of Business and Economics as Dean-elect on 1 June 2017 and will take on the role of Dean from 1 August 2017.

(2) Dean of the Faculty of Engineering

Reported: That Professor Nigel Brandon OBE FEng had accepted appointment as Dean of the Faculty of Engineering from 1 October 2017, for a period of five years. He will be Dean-elect from 1 August 2017. Professor Brandon joined the College in 1998 and has held a number of senior roles.

(3) Director of Student Services

Reported: That Ms Hannah Bannister had accepted appointment as the Director of Student Services from 15 May 2017. She joins the College from the London School of Economics. The Chair welcomed Ms Bannister to this very important new role for the College.

(4) Head of Department of Bioengineering

Reported: That Professor Anthony Bull FEng, has accepted an extension to his appointment as Head of the Department of Bioengineering, in the Faculty of Engineering,

until 31 July 2022. Professor Bull is Professor of Musculoskeletal Mechanics and has been Head of the Department since 1 August 2012.

(5) Head of Department of Mathematics

Reported: That Professor David van Dyk has accepted the appointment as Head of the Department of Mathematics with effect from 1 October 2017, for a period of 5 years. Professor van Dyk joined the College in 2011 as a Chair in Statistics in the Department of Mathematics.

(6) Head of Department of Mechanical Engineering

Reported: Professor Peter Cawley FEng FRS, has accepted an extension to his appointment as Head of the Department of Mechanical Engineering, in the Faculty of Engineering, until 30 September 2019. Professor Cawley is Professor of Mechanical Engineering and has been Head of the Department since 1 October 2012.

(7) Head of Department of Physics

Reported: That Professor Michele Dougherty FRS, has accepted appointment as Head of the Department of Physics with effect from 1 January 2018, for a period of 5 years. Professor Dougherty joined the College in 1991 as a Postdoctoral Research Assistant, and was appointed Professor of Space Physics in 2004. Professor Dougherty is Principal Investigator for the magnetometer instrument on board the Cassini spacecraft on its mission to explore Saturn and its neighbourhood.

Dr Kenny Weir will be Acting Head of Department from 1 July 2017 until 31 December 2017. Dr Weir joined Imperial College as a lecturer in 1994.

(8) Director, Digital Learning Hub

Reported: That Gideon Shimshon has accepted appointment as Director, Digital Learning Hub from 1 July 2017, for a period of three years. In this new role, reporting to the Vice-Provost (Education), Gideon will be tasked with increasing the level of online and digital innovative education-related activity across Imperial, with the ultimate goal of establishing the College as a centre of excellence in this area within the sector. He will also play a key role in delivering the College's new Digital Learning Strategy. Gideon joins the College from Leiden University where he is currently Director of the Centre for Innovation.

(9) Student Academic Choice Awards

Reported: That the chair had attended the Imperial College Union Student Academic Choice Awards. Eight winners had been announced and there had been much to celebrate in the excellent work of all those nominated and shortlisted. The full list of winners would be provided to the next meeting of Senate.

**2146 Vice-Provost's Business**

Received: A report from the Vice-Provost (Education) **Paper Senate/2016/33**

(1) National Student Survey 2017

Reported: That the final response rate for the 2017 survey was 74.02%. The figure was slightly lower than the previous year but was well over the threshold for reporting.

(2) Education Day 2017

Reported: That the Education Day held on 15 March 2017 had been very successful with an excellent keynote address from Professor Dilly Fung from University College London

which had drawn on a paper Professor Fung had prepared with colleagues for the League of European Research Universities '[Excellent Education in Research-rich Universities](#)'. The day had included interactive break-out workshops to allow exchanges of good-practice from across College. Dr Martyn Kingsbury and staff in the EDU were thanked for all their hard work in making this such a successful day.

(3) Stevenson Fund Recipients 2017

Reported: That bursaries had been awarded to four excellent candidates from the fund which had been established expressly to assist female science students. Warm congratulations were extended to all recipients.

(4) President's Awards for Excellence in Education

Reported: That the winners of the President's Awards, which are presented annually to members of staff, had been named. Full details of all the 2017 winners are available [on the College website](#). Senate congratulated all the winners.

## 2147 **Learning and Teaching Strategy**

Received: A paper from the Vice-Provost (Education) (**Paper Senate/2016/34**)

Reported: (1) That the proposed strategy, which was the result of extensive discussions and consultation with staff and students, had been discussed by the Vice-Provost's Advisory Group and the Provost's Board.

(2) That four priorities had been identified as a focus for the strategy: reviewing the existing curriculum, making teaching more interactive, fostering an inclusive and diverse community and developing online and digital enhancements to the curriculum. Modularisation would facilitate and provide an excellent opportunity to review the content of courses and address assessment. The priorities for investment to support the delivery of the strategy had been identified and were being considered through the current annual planning round.

(3) Members spoke in support of the new strategy and described it as exciting and stimulating, but at the same time acknowledged that there were risks involved with implementing change and therefore sought assurance that there would be appropriate communication with students about the planned change. Risks for staff seeking promotion were also raised, since feedback from students may be less positive during the first year of implementation.

(4) The importance of this as a College-wide strategy with opportunities to share best practice across the College was welcomed as was the emphasis on inclusivity and diversity. It was recognised that there was a huge amount of staff expertise already in the College and that the systematic collation of evidence of good practice would support other College activities.

(5) Senate endorsed the Learning and Teaching strategy.

## 2148 **Revisions to Academic Governance**

Received: A paper from the Vice-Provost (Education) (**Paper Senate/2016/35**)

Reported: (1) That the proposed addition of a Learning and Teaching Strategy committee to the current academic governance structure was being made to take account of internal and external drivers for change. These include the need to respond to the Teaching Excellence Framework, changes in the quality assurance methodologies and internally to provide oversight and support for the implementation of the Learning and Teaching Strategy and other quality enhancement activities.

(2) That the terms of reference and membership of the Quality Assurance and Enhancement Committee would also change but that cross-membership would ensure clear lines of communication between the two committees.

Approved: Senate approved the proposed changes to the academic governance structure.

**2149 Second Stage Review – LKC Medicine**

Received: A Paper from the Quality Assurance and Enhancement Committee (**Paper Senate/2016/36**)

Reported: That the report was from the second stage review of the joint MBBS programme delivered at Lee Kong Chiang School of Medicine in Singapore. The MBBS is a joint award between Imperial College London and Nanyang Technological University (NTU), Singapore. The first cohort of students from the programme would graduate in 2018 and this review had been conducted to confirm that the original objectives of the programme had been and continued to be met.

Approved: Senate approved the second stage review report, noting that recommendations would be followed up in the annual monitoring process. Senate also expressed its thanks to Mr Richard Monk, Registry, for his hard work and skill in steering the process through to a successful conclusion.

**2150 Periodic Review of Research Degree Provision in the Department of Surgery and Cancer**

Received: A Paper from the Postgraduate Research Quality Committee (**Paper Senate/2016/37**)

Reported: (1) That the report included a number of commendations for good practice evidenced through the review and recommendations made by the Panel, which included external subject specialists from the Universities of Surrey and Aberdeen. The departmental response detailed the work being undertaken by the Department to address the recommendations.

(2) that there was one recommendation from the Panel to be addressed at College level which related to the low number of registered students, 18 of 106, who had been tested by the College's Centre for Academic English. It was reported that since September 2016 the Centre has had access to records and can now contact students directly and that students would be strongly encouraged to attend where there was felt to be a need for additional language support. The responsibility of Departments to recruit students who can meet the language requirements of their research was noted.

Approved: Senate approved the periodic review report and invited the Department of Surgery and Cancer to report to the Postgraduate Research Quality Committee on developments since the periodic review as part of the next Precept Review in three years' time.

**2151 Quality Assurance and Enhancement Committee (QAEC)**

Considered: A Report by the Quality Assurance and Enhancement Committee (**Paper Senate/2016/38**).

Considered in discussion: the agreement by QAEC reported in section 8.5 of the paper, that there were too many late or in-session changes to programmes and the view of some members of Senate that the modifications procedure was stifling innovation and development of curricula. Senate was advised that guidelines produced by the Competition and Markets Authority were designed to assist institutions in complying with legislation on consumer rights and that the College's quality assurance procedures, such as the

modifications procedure, had to be designed with that compliance in mind. The need to communicate change to current and prospective students effectively and in a timely fashion to allow them to make choices about their course was critical.

Noted that QAEC had:

- (1) approved a new Late Submission of Coursework policy to take effect from academic year 2017-18;
- (2) considered proposals for the revised academic governance structure considered earlier in the Senate agenda;
- (3) considered the first draft of a revised process for Periodic Review and would consider an amended proposal at its next meeting;
- (4) considered and approved the report of the Second Stage Review of the LKC Medical School and recommended the report for Senate approval;
- (5) considered a report on progress and options for a proposed traffic light system for monitoring the timeliness of academic feedback in departments, and confirmed the ongoing requirement for a system to monitor the effectiveness of the Academic Feedback Policy;
- (6) considered updates from the Academic Standards Framework Task and Finish Groups;
- (7) noted changes to the undergraduate entry requirements for 2018-19 as approved by the Student Recruitment and Monitoring Group and approved the entry requirements for Masters programmes for entry in 2018-19;
- (8) considered reports from the Programmes Committee meetings held on 21 March and 30 March 2017, and approved recommendations for programme withdrawals, programme suspensions and modifications including in-session and major modifications;
- (9) considered reports from the Faculty Education Committees;
- (10) considered a gap analysis of the College's quality assurance policies and procedures against part one of the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG) and as a result was able to provide assurance to Senate and to the College Council that the College continues to meet the expected standards;
- (11) received an update on the Dean's List and changes to transcripts for the Faculty of Natural Sciences who had trialled including an overall mark on student transcripts for results within each undergraduate academic year of study;
- (12) considered and approved a proposal from the Business School to allow them to approve minor changes to the management component of "with management" programmes/intercalated BSc without the need for them to be approved by the Faculty Education Committee and Programmes Committee;
- (13) approved a proposal from the Business School that decisions made by the "with management" examination boards are final and could not be overturned by departments;
- (14) agreed that the Our Principles document should be reinstated on the College website from October 2017;

- (15) noted an update on the planned new platform for SOLE surveys and a number of recommendations that had been made to the Surveys Project Team;
- (16) approved the College response to the European Universities Association's Trends 2018 survey on learning and teaching.

**2152 Staff Matters**

Received: A Note by the Provost (**Paper Senate/2016/39**).

Noted: The names of those appointed to senior academic positions since the last Senate meeting.

**2153 Appointment of External Examiners 2016-17**

Received: A note by the Academic Registrar (**Paper Senate/2016/40**)

Noted: The names, affiliations and periods of tenure of External Examiners for undergraduate degrees and Masters degrees appointed since the last meeting of Senate.

**2154 Date of Next Meeting**

Reported: The next meeting of the Senate would take place on Wednesday 21 June 2017, in the Council Room, 170 Queen's Gate, starting at 3.00pm.