

SENATE

Confirmed Minutes of Meeting held on 22 June 2016

Present: The Provost, Professor James Stirling (Chair); Professors Anandalingham, Cilliers, Gardner, Gibson, Gooderham, Haskel, Johnston, Magee (J), McCoy, Nash, Parry, Sergot, Smith, Spivey, Wright; Drs Craig, Fobelets, Gounaris, , Trotta; Mr Lupton; Mr Tebbutt; Mr San (Student Representative) with Mr Neilson (College Secretary and Registrar), Mrs Webster (Head of Academic Services), Mr Smith (Assistant Registrar).

Apologies: Professors Green, McClure, McGregor, Scream; Associate Professor Miraldo; Drs Archer, Buluwela, Kingsbury, Trotta; Mr Ashton

2090 Minutes

The Minutes of the meeting of the Senate held on 11 May 2016 were confirmed subject to an amendment to Minute 2081 (2) requested by Dr Roberto Trotta to read "The number of enrolments from different areas of the College were noted and the student feedback on the programmes matched **or exceeded** College averages".

2091 Matters Arising

Module Credit Size (Minute 2079 refers)

Reported: The Dean of the Faculty of Engineering reported that since the last meeting of Senate, the Faculty of Engineering had reflected on the issue of module credit size and while the Faculty still considered a base size of 6 ECTS credits to be the most appropriate for them, they had recognised that this created challenges for Engineering and for joint programmes and so had agreed to adopt the base size of 5 ECTS credits. Thanks were expressed to Dr Craig for her hard work in this process. The decision was welcomed by Senate.

2092 Chair's Action

There was no Chair's Action to report.

2093 Provost's Business

Received: A Report from the Provost (**Paper Senate/2015/55**).

(1) Regius Chair

Reported: That Imperial College had been awarded a prestigious Regius Professorship in Infectious Disease, which would be conferred on Professor David Holden from the Department of Medicine. The award was made in recognition of the critical national and global importance of research into antimicrobial resistance and of David's and the College's national and international standing in this important field. The honour was one of twelve granted by the Queen as part of her 90th birthday celebrations.

(2) Vice-Dean (Research) Faculty of Engineering

Reported: Professor Nigel Brandon has accepted appointment as Vice-Dean (Research) for the Faculty of Engineering from 1 May 2016 until 31 July 2018. Professor Brandon will continue to hold his current roles within the Faculty of Engineering as Director of the Sustainable Gas Institute, BG Chair in Sustainable Gas, and Professor of Sustainable Development in Energy in the Department of Earth Science and Engineering.

(3) Vice-Dean (Institutional Affairs) Faculty of Medicine

Reported: Professor Clare Lloyd has accepted appointment as Vice-Dean (Institutional Affairs) for the Faculty of Medicine, with effect from 1 June 2016. Reporting to the Dean, Professor Lloyd will have responsibility for determining operational priorities and will lead on the development of Faculty policy and procedures for academic operational activities. She will provide high level Faculty leadership for training, coaching and mentoring activities for doctoral students, and for junior academic staff. Professor Lloyd will also take on over-arching responsibility for the development of fellowship opportunities within the Faculty.

(4) Queen's Birthday Honours

Reported: Dr Lynne Cox, Director of the Research Office had been awarded the British Empire Medal (BEM) in recognition of her services to Higher Education and Research.

(5) Teaching Excellence Framework (TEF)

Reported: The Department for Business, Innovation and Skills had published a [Technical Consultation for Year Two](#) and a [Call for Evidence for Accelerated Courses and Switching University or Degree](#). The College response to both these documents was being prepared.

(6) Imperial College Union, Officer Elections 2016

Reported (1): That the following had been elected as Sabbatical Officers of the Imperial College Union for the academic year 2016-17:

Union President: Nas Andriopoulos
Deputy President (Education): Luke McCrone
Deputy President (Welfare): Emily-Jane Cramphorn
Deputy President (Clubs & Societies): James Cox
Felix Editor: Lef Apostolakis

Reported (2): That Ahmed Shamsou had been elected as President of the Graduate Students' Union for the academic year 2016-17.

Reported (3): That the Union President, the Deputy President (Education) and the President of the Graduate Students' Union will join the Senate in 2016-17 as representatives appointed by the Imperial College Union.

2094 Vice Provost's Business

Received: A Report from the Acting Vice Provost (Education) (**Paper Senate/2015/56**).

(1) Call for the Recruitment of Panel Members and assessors for the Teaching Excellence Framework (TEF)

Reported: That HEFCE had announced it was seeking to recruit up to 25 Panel members and a pool of up to 65 assessors to review submissions to the year 2 TEF, to be implemented during 2016-17. Colleagues were encouraged to put their names forward for consideration in advance of the 1 July 2016 closing date.

(2) NTFS/CATE

Reported: That the College was able to put forward three nominations for the National Teaching Fellowship Scheme (NTFS) which recognises and rewards excellent learning and teaching and one nomination for the Higher Education Academy's new award the National Collaborative Award for Teaching Excellence (CATE). There would be an internal shortlisting processes and all applications should be sent to the Voce-Provost (Education) in the first instance.

(3) Welfare Seminar

Reported: That the 8th Annual Welfare Seminar had taken place on 8 June 2016 and had considered the impact of changes on Disabled Students Allowance at the University of Cambridge through the Keynote speaker and a Panel discussion. The Seminar had also received presentations on 'transforming mental health support at Imperial' and from the ICU on 'Student Support: the roadmap to excellence'.

(4) Support for Disabled Students

Reported: That the College would be offering support to all disabled students (regardless of fee status) on an in-house basis, through a central fund managed by the Disability Advisory Service. The College was committed to providing disabled students with the same level of support which they had previously received through Government.

(5) Presidents Awards for Excellence in Education 2016

Reported: The names of those staff who had received the 2016 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 5 of the Senate/2015/56 paper.

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

2095 **Academic Standards Framework Update**

Received: A note from the Acting Vice Provost (Education) (**Paper Senate/2015/57**).

Reported: (1) That the paper provided an update from the work of the Task and Finish Groups considering Assessment, Admissions and Registration and Complaints and Appeals and included some emerging recommendations from each Group. It was noted that the decision of the Faculty of Engineering to adopt the five credit base module size would simplify the work on the academic regulations.

(2) That the Assessment Task and Finish Group had identified recommendations relating to module size and the need to propose the range of agreed module credit sizes, that the largest taught course module should to 15 ECTS credits and the maximum module credit size should be 60 ECTS credits to facilitate the year abroad and industry placements at undergraduate level and project modules at postgraduate level.

(3) That further discussion would take place about the timescale and process for the implementation of the new module credit size.

Considered in discussion: (1) the suggestion that students at the College worked hard and would want to be able to gain more than 60 credits in an academic year.

2096 **Distribution of Honours Degree Classifications 2014-15**

Received: A note from the Academic Registrar (**Paper Senate/2015/58**).

Reported: (1) That this paper had shown some interesting variations in degree classifications across the College and that Faculties has been asked in advance of the meeting to consider the figures presented. The Faculty of Engineering had identified that further analysis would be taken of the variants between the Mechanical Engineering and the Aeronautics departments given that their courses had very similar entrance requirements and that the Department of Computing would be considering gender performance. In the Faculty of Natural Sciences, a range of issues had been identified for further consideration including the use of examination scaling, students' ability to synthesise information and the predominance of exams as a method of assessment.

Reported: (2) that the next stages of the Academic Standards Framework would encourage departments to ensure that a diverse range of assessment methods were included across courses.

Considered in discussion: That the metrics that would underpin the Teaching Excellence Framework would require more detailed analysis of student performance and confirmation that this was being taken into account in the configuration of the new Student Record System to allow reporting on students with different characteristics.

Undergraduate Examination Failures 2014-15

Received: A note from the Assistant Registrar (HESA and Student Data) (**Paper Senate/2015/59**).

Reported: (1) That Faculties had been asked to consider the data in the report and identify areas where further investigation or action might need to be taken.

Considered in discussion: (1) Work undertaken in the Department of Mathematics to review admissions criteria following high withdrawal rates in the first year of undergraduate degrees. Consideration had also been given to the differences between Maths A level and the first undergraduate year at the College. Decisions to withdraw students were always taken in their best interest.

2098 **Quality Assurance and Enhancement Committee (QAEC)**

Considered: A Report by the Quality Assurance and Enhancement Committee (**Paper Senate/2015/60**).

Noted: (1) That QAEC had approved changes to the Special Cases for Admission to Postgraduate Programmes of Study policy with effect from the 2017-18 entry.

(2) That QAEC had considered the follow up report of the Periodic Review of the Department of Computing (20-13-14) and were satisfied that that the recommendations had been, or were actively being, addressed.

(3) That QAEC had considered reports from the annual Vice-Provost (Education) Staff-Student Forum/QAEC.

(4) That QAEC had considered the External Examiner Summary Report 2014-15 for Masters level programmes. The report would be circulated to the Faculty Education Committees for further discussion in their Faculty.

(5) That QAEC had agreed that proposals for the consideration of new EngD awards should be considered by the Programmes Committee and that the Programmes Committee Terms of Reference would be amended accordingly.

(6) That QAEC had considered UG and PG SOLE lecturer/ module evaluation results for the Spring term 2016 and had noted reflection was required on the variation in participation rates.

(7) That QAEC had agreed that the Business School could continue to use MODES in place of the SOLE lecturer/module evaluation survey for their Masters level programmes until such time as the College revised its survey strategy.

(8) That QAEC had approved the College response to the Higher Education Academy's consultation on the Postgraduate Research Experience Survey (PRES). The response had

(9) That QAEC had considered and noted updates from the QAA and HEFCE.

(10) That QAEC had considered and approved recommendations from the Programmes Committee reports from meetings held on 22 March and 28th April 2016.

(11) That QAEC had received and considered reports from the Faculty Education Committees.

(12) That QAEC had received and considered the report from the Postgraduate Research Quality Committee held on 10 May 2016.

Approved: (1) Changes to the Regulations for the Award of Taught Master's Degrees, Postgraduate Diplomas and Postgraduate Certificates with effect from 2017-18 entry as set out in the paper.

(2) Changes to the Regulations for the Award of PhD and MPhil (for students registering in and after January 2011) with effect from 2016-17 entry as set out in the paper.

Considered in discussion: (1) In respect of the Regulations for the Award of the PhD and MPhil (Appendix 9 of the QAEC Report), that regulation 5.1.1 relating to published papers as a submission of the thesis for the award of a PhD could dissuade potential research students and a view that some areas would not want this option to be excluded. The issue of ensuring the individual students contribution to any research paper with multiple authors was noted and it was agreed that the PRQC would revisit this regulation.

(2) That there were some recurring themes in the external examiner reports which related to consistency of practice which should be addressed through the response to the external examiner and the Departmental annual monitoring action plans.

2099 Membership of Student Appeals Panels

Received: A Note by the Academic Registrar (Paper Senate/2015/61)

Approved: The membership of Student Appeals Panels for the twelve month period from 25th June 2016.

2100 Representations Concerning Decisions of Boards of Examiners 2014-15

Received: A note from the Academic Registrar (**Paper Senate/2015/62**)

2101 Student Appeals against Withdrawal Decisions 2014/15

Received: A note from the Academic Registrar (**Paper Senate/2015/63**)

2102 Staff Matters

Received: A Note by the Provost (**Paper Senate/2015/64**).

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

2103 Any Other Business

(1) The Chair extended thanks to all members of Senate for their contributions to the meetings throughout the year.

(2) In particular he extended thanks to Professor Anandalingam who was leaving the College for his thoughtful and insightful interventions during his time at the College.

(3) Particular thanks were also extended to Professor Sue Gibson for all her hard work as Acting Vice-Provost (Education) and especially on the Academic Standards Framework.

(4) Thanks were extended to the Student Representatives on Senate and in particular to Mr Chun-Yin San for his loyal attendance and effective contributions to meetings.

(5) It was noted that there would be elections held for the elected members and nominations for the Heads of Department representatives. All those who had served in these constituencies were thanked also.

2104 Date of Next Meeting

Reported: The next meeting of the Senate would take place on Wednesday 12 October 2016, in Room G01, Royal School of Mines, starting at 3.00pm.