

SENATE

Minutes of Meeting held on 21 June 2017

Present: The Provost, Professor James Stirling (Chair); Professors, Buitendijk, Buluwela, Distaso, Gibson, Gooderham, Johnston, Magee (J), McClure, Phillips, Sreaton, Spivey, Welton, Wright; Drs Archer, Craig, Gounaris, Kingsbury, Meyer, Perkmann, Trotta; Mr Andriopoulos, Mr Ashton, Mr McCrone, Mr Shamsi, Mr Tebbutt, Mr Neilson (College Secretary), Ms Makuch, Ms Webster (Head of Academic Services).

Apologies: Professors Buenfeld, Fox, Magee (T), Nash; Drs Costa-Pereira, Field, Fobelets, Malhotra, Mr McCrone.

2155 Minutes

The Minutes of the meeting of the Senate held on 17 May 2017 were confirmed as an accurate record of the meeting.

2156 Chair's Action

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

2157 Matters Arising

Learning and Teaching Strategy (Minute 2147 refers)

The Chair reported that the budget to support the implementation of the Learning and Teaching Strategy had been approved through the planning round. Senate welcomed this news.

2158 Provost's Business

Received: A Report from the Provost (**Paper Senate/2016/42**).

(1) Vice-Deans, Faculty of Engineering

Reported: That Professor Omar Matar had accepted appointment at the Vice-Dean (Education) and that Professor Mary Ryan had accepted appointment as the Vice-Dean (Research). Both appointments were for a period of five years, with effect from 1 August 2017. Congratulations were expressed to both on behalf of Senate.

(2) Vice-Dean (Education), Faculty of Natural Sciences

Reported: That Professor Emma McCoy had accepted appointment as the Vice-Dean (Education) for the Faculty of Natural Sciences. Professor McCoy's appointment was for a period of five years with effect from 1 August 2017. Congratulations were expressed on behalf of Senate

(3) Head of Department of Aeronautics

Reported: That Professor Paul Robinson had accepted appointment as Head of the Department of Aeronautics for a period of five years with effect from 1 October 2017.

(4) Teaching Excellence Framework (TEF) Year Two Provider Submission

Reported: That the Teaching Excellence Framework results had been delayed due to the General Election but had now been published and that the College had achieved a Gold Award. The Chair told Senate that this confirms the outstanding quality of education at the College but that there was no room for complacency and that the new Learning and Teaching Strategy would further enhance and develop the quality of education at the College. The Chair also reported that the College was the only London-based Russell Group institution to get Gold and that the other 6 gold institutions in London were all small, specialist institutions. Overall 32% of institutions who entered the TEF had been awarded Gold, 50% awarded Silver and 18% had been awarded Bronze. The Chair thanked the Strategic Planning Team, and particularly Dr Malcolm Edwards, who had had overall responsibility for the submission, which had highlighted some known weaknesses but set out the plans for the College to address these. The chair also thanked the Students' Union for their constructive engagement with the submission.

(5) Student Academic Choice Awards 2017

Reported: The names of the winners of the Student Academic Choice Awards 2017 as follows:

Best Supervision: Professor Jenny Nelson, Department of Physics

Best Tutor: Martin Holloway, Department of Bioengineering

Best Graduate Teaching Assistant: Julia Sun, Department of Bioengineering

Best Teaching for UGs: Professor Silvestre Pinho, Department of Aeronautics

Best Support Staff: Anderson Santos, Department of Mathematics

Best Innovation: Dr Bradley Ladewig, Department of Chemical Engineering

Best Feedback: Dr Christopher John, Department of Medicine

Best Teaching for PGs: Dr Peter Fitch, Department of Earth Science and Engineering

<https://www.imperialcollegeunion.org/news/and-2017-sacas-winners-are>

(6) Imperial College Union, Officer Elections 2017

The following have been elected as Sabbatical Officers of the Imperial College Union for the academic year 2017-18:

Union President: Alex Chippy Compton

Deputy President (Education): Nicolas Burstow

Deputy President (Welfare): Fintan O'Connor

Deputy President (Clubs & Societies): Thomas Bacarese-Hamilton

Deputy President (Finance and Services): Matthew Blackett

Felix Editor: Fred Fyles

Assumption of their posts is, as usual, subject to their being in good academic standing in the summer.

Full results are available here: <https://www.imperialcollegeunion.org/news/leadership-elections-2017-results-full>

Luke McCrone has been elected as President of the Graduate Students' Union for the academic year 2017-18.

The Union President, the Deputy President (Education) and the President of the Graduate Students' Union will join the Senate in 2017-18 as representatives appointed by the Imperial College Union.

Received: A paper from the Complaints and Appeals Task and Finish Group (**Paper Senate/2016/43**)

Reported: (1) That the work on the draft Student Disciplinary Procedure had been undertaken by the Complaints and Appeals Task and Finish Group, established under the auspices of the Academic Standards Framework Steering Group. The Group was chaired by Professor John Seddon and membership included representatives from each of the Faculties. The Chair thanked Professor Seddon for his work in chairing the Group and also extended thanks to the Students' Union for their participation.

(2) That the revised procedure had been revised to take account of feedback from those staff members involved in the deployment of the process, good practice guidance from across the sector and guidance from Universities UK and Pinsent Masons on how to handle alleged student misconduct that may also constitute a criminal offence.

(3) A member expressed concern about the workload of the Casework Administrator, noting that disciplinary cases often stemmed from mental health or welfare issues. The Academic Registrar reported that the post-holder would be embedded in the Quality Assurance Team in Registry and that there would be liaison with the relevant support services where a student had health issues.

(4) That the procedure was being presented directly to Senate as it is required to be formally approved by Council. Other student procedures, which had been considered by the Task and Finish Group, would be circulated for consultation in the Autumn Term. The Student Union President noted that there would no longer be separate Residence Tribunal Hearings and requested a meeting with the Head of Academic Services to ensure that valuable learning from panel members was not lost.

(5) That the Senate endorsed the procedure for approval by Council.

**2160 Distribution of Honours Degree Classifications 2015-16
Undergraduate Examination Failures 2015-16
Postgraduate Outcomes and Failures 2015-16**

Received: Papers Senate/2016/44, Senate/2016/45 and Senate/2016/46

Reported: That these were standard annual reports received by the Senate and that it made sense to look at them together.

Considered in discussion: (1) that the Honours degree classifications looked broadly in line with the expectations of the College.

(2) That the Faculty of Natural Sciences had identified some issues about the data and had sought clarification from Registry on the data. The Faculty had noticed a clear issue with a gender gap and had agreed to address this through the forthcoming Curriculum Reviews. The Faculty had also noticed that the introduction of an entrance exam in Mathematics had improved the quality of that department's entrants.

(3) That there should be reconsideration of the timescale for considering the failure rates as the difference between June and September data was not apparent in the paper provided. It was agreed to consider this and bring a proposal back to a future meeting of Senate. There was also a request for the presentation of the data to be made more consistent.

(4) That the Faculty of Engineering had identified some issues in the selection of students in relation to their postgraduate failure rates which was being addressed.

2161 Periodic Review of Research Degree Provision in the Department of Electrical and Electronic Engineering

Received: Paper Senate/2016/47

Reported: That the report included a number of commendations for good practice evidenced through the review and a number of recommendations identified by the Panel, which had included external subject specialists from the Universities of Strathclyde and York. The departmental response detailed the work being undertaken by the Department to address the recommendations.

(2) That the recommendation to improve awareness of the Postgraduate Research Experience Survey had been acted upon and that the response rate for 2017 had been 47% against 29% in 2015.

Approved: Senate approved the periodic review report and invited the Department of Electrical and Electronic Engineering to report to the Postgraduate Research Quality Committee on developments since the periodic review as part of the precept review in three years' time.

2162 **Quality Assurance and Enhancement Committee (QAEC)**

Considered: A Report by the Quality Assurance and Enhancement Committee (**Paper Senate/2016/48**).

Senate approved:

- (1) changes to the General, Academic and Examination Regulations as set out in Appendix One of the paper with effect from 2017-18 entry.
- (2) changes to the Regulations for Students as set out in Appendix Two of the paper with effect from 2017-18 entry.

Considered in discussion: the proposed new regulation to prohibit the covert or concealed recording of staff and students, and agreement that this new regulation needed to be clearly communicated to students.

Noted: that QAEC had:

- (3) considered and approved the statement of policies and procedures for assuring quality and standards for 2017-18 and noted that the document was approved annually and provided a publically available summary of the assurance processes. It was noted that the main amendment was that the second stage review for new Masters programmes would not form part of the annual monitoring exercise;
- (4) received an update on the Academic Model Project which was conducting the data collection process for the SIMP;
- (5) received updates from all three Task and Finish Groups established under the auspices of the Academic Standards Framework;
- (6) approved a revised programme and module modification procedure which had been designed to support the College in maintaining the academic quality and standards of its awards whilst supporting the continuous improvement of the student learning experience and balancing these with the need to ensure the College was compliant with the requirements of Consumer Protection Law as overseen by the Competition and Markets Authority;
- (7) considered and approved with amendment proposals from the Imperial College Union to implement a traffic light system to monitor timeliness of academic feedback to students in departments;

- (8) considered the External Examiners Summary report of Masters Programmes 2015-16, which had identified a number of areas of inconsistent practice across the College. Whilst it was felt that progress had been made in addressing some recurring issues, it was reported that the new Learning and Teaching Committee would be considering the outcomes from these reports and taking action where needed;
- (9) approved four online modules for delivery by the Business School after consideration of an update on the second year of its pilot scheme;
- (10) agreed the continuation of the suspension of the regulations following the consideration of the end of year report from the Business School's sample second marking pilot;
- (11) considered a report from the Programmes Committee meeting held on 9 May 2017 which had approved recommendations contained in the report relating to new programmes, withdrawn programmes and modifications as set out in the report;
- (12) considered reports from the Faculty Education Committees;
- (13) considered a report from the Postgraduate Research Quality Committee meeting held on 17 May 2017 and approved a proposal to implement a Framework for the Support and Development of Imperial College London Supervisors;
- (14) approved the Surveys Calendar for 2017-18;
- (15) considered the undergraduate and postgraduate Autumn Term SOLE results;
- (16) considered a summary of Postgraduate Taught Experience Survey (PTES) Faculty level action plans and reports;
- (17) noted that Provost's Board had approved a proposal from the Business School to establish new collaborative degree programmes and that each individual partner would be subject to due diligence checks to be considered by Provost's Board and the final programme details would be considered by the Programmes Committee and QAEC in due course,

2163 Membership of Student Appeals Panels

Received: A note by the Academic Registrar (**Paper Senate/2016/49**)

Approved: Senate approved the nominations for membership of the panels to deal with student withdrawal and representations, appeal hearings and student disciplinary and examination offences for 12 months from 25 June 2017.

2164 New and Amended Prizes and Medals

Received: A note by the Academic Registrar (**Paper Senate/2016/50**)

Approved: Prizes and Medals to be established or amended as set out in the paper.

2165 Staff Matters

Received: A Note by the Provost (**Paper Senate/2016/51**).

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

2166 Award of Degrees, Diplomas and Certificates

Received: A note by the Academic Registrar (**Paper Senate/2016/52**)

Noted: the awards conferred in the 2015-16 academic year.

2167 Date of Next Meeting

Reported: The next meeting of the Senate would take place on Wednesday 11 October 2017 starting at 3.00pm.