

SENATE

Minutes of Meeting held on 9 May 2018

Present: The Provost, Professor James Stirling (Chair); Professors, Buitendijk, Distaso, Dougherty, Gibson, Gooderham, Johnston, Kingsbury, Lindstedt, McCoy, Veloso; Drs Costa-Pereira, Craig, Field, Fobelets, Gounaris, Malhotra, Meyer, Trotta; Ms Bannister; Ms Compton; Ms Makuch; Mr Burstow; Mr McCrone; Mr Tebbutt with Professor Lloyd representing Professor Weber, Mr Ashton (Secretary); Ms Ward (observing); Ms Webster (Minute Secretary).

Apologies: Professors Brandon, Buenfeld, Buluwela, Magee, Perkmann, Weber, Welton.

2248 Minutes

The Minutes of the meeting of the Senate held on 7 February 2018 were confirmed as an accurate record.

2249 Chair's Action

Reported: That, since the previous meeting, the Chair had approved a new Prize, the TTP Outstanding Entrepreneurship Award from the Department of Physics in the Faculty of Natural Sciences, on behalf of Senate.

2250 Matters Arising

Dates of Terms (minute 2243 refers)

Reported: (1) That following on from the previous meeting, the proposed Dates of Terms for the Autumn Term 2027/28 had been checked and amended to show the last day of term being Friday 17th December 2027.

(2) That Advance HE was about to publish guidance to institutions on Religious Observance and that the Director of Student Services would bring forward the paper requested at the previous meeting after that guidance had been published.

2251 Provost's Business

Received: A Report from the Provost (**Paper Senate/2017/35**).

(1) Provost

Reported: That Professor Ian Walmsley FRS has accepted appointment as Imperial's next Provost, taking over from Professor Stirling from 1 September 2018. Ian is currently Pro-Vice-Chancellor (Research and Innovation) and Hooke Professor of Experimental Physics at the University of Oxford.

Ian graduated from Imperial with first class honours in physics in 1980, and completed his PhD at the University of Rochester. He became Assistant Professor of Optics at the University of Rochester in 1988, and held a number of roles there before joining the University of Oxford in 2001 as Professor of Experimental Physics. He became Pro-Vice-Chancellor (Research) in 2009, and was appointed to his current role of Pro-Vice-Chancellor (Research and Innovation) in 2015.

Ian was elected a Fellow of the Royal Society in 2012 for his contributions to quantum optics and ultrafast optics. He has held a number of leadership roles in the Optical Society of America, currently serving as President, and was a member of the EPSRC Physics Strategic Advisory Team and the Max Planck Institute for Quantum Optics' Science Advisory Board.

Professor Walmsley will make a number of visits to the College in advance of taking up the post.

(2) Notable Awards

Reported: That six Imperial academics have been awarded prestigious European Research Council Advanced Grants, which support outstanding researchers against the single criteria of 'scientific excellence'. The six winners (and the value of their awards) are:

- Professor Andrew Livingston (Department of Chemical Engineering) - €2,499,814
- Professor Iain Colin Prentice (Department of Life Sciences) - €2,499,615
- Professor Irene Miguel-Aliaga (Institute of Clinical Sciences) - €2,485,217
- Professor Jorge Ferrer (Department of Medicine) - €2,243,746
- Professor Sebastian Johnson (National Heart and Lung Institute) - €2,499,999
- Professor Carol Propper (Business School) - €1,487,748

Reported: That it had been announced on the morning of Senate that two colleagues from Imperial College had been elected Fellows of the Royal Society, Professor Robin Grimes from the Department of Materials and Professor Colin Prentice from the Department of Life Sciences. Congratulations were expressed to both.

(3) **Student Academic Choice Awards (SACAs)**

Reported: That the Sixth Annual SACAs ceremony will be held on the evening of the 14th of May. Run by Imperial College Union, the [SACAs](#) celebrate excellence amongst Imperial College staff across a variety of categories. This year, 1868 nominations had been made and congratulations were expressed to the 935 colleagues from across the College who have been nominated for awards.

(4) **Provost's Board Summaries**

Reported: That in response to feedback from colleagues, summaries of the discussions and decisions taken by Provost's Board are now posted online each month, from the December 2017 meeting onwards. The summaries can be found on the Provost's Board webpage [here](#).

2252 **Postgraduate Research Periodic Reviews**

Received: Precept Reviews of Research Degree Provision conducted in the Departments of Chemical Engineering and Medicine (**Paper Senate/2017/36**).

Reported: (1) That these reviews were conducted as part of the College's quality assurance procedures and are an internal paper-based exercise. Departments are asked to

demonstrate how they comply with the College's Research Degree Precepts and supply supporting documentation regarding the progress of their students over a prescribed period (normally the previous 3 years). The outcomes are reported to the Postgraduate Research Quality Committee.

(2) That the Panel who conducted the review in the Department of Chemical Engineering found that the Department was compliant in its overall provision of Research Degrees and in each of the individual precepts. The Panel commended the Department for good practice around their PhD Scholarships scheme, Symposium and the Distinguished Seminar series.

(3) That the Panel who conducted the review in the Department of Medicine found that the Department was compliant in its overall provision of Research Degrees and in each of the individual precepts. The Panel had commended the Department's Rising Scientist Day, the Expectations document to improve mutual understanding between the student and their supervisor and the Buddy scheme.

(4) That the Panel considering the Department of Medicine had commented on the induction arrangements and noted that with no consistent start date for research degree students, some students were missing out on induction. The Department was putting plans in place to address this.

Agreed: Senate endorsed the Quality Assurance and Enhancement Committees acceptance of the report and that the Department of Chemical Engineering's research degree provision should next be reviewed through the PGR Periodic Review Process in 2020-21.

Agreed: Senate endorsed the Quality Assurance and Enhancement Committees acceptance of the report and that the Department of Medicine's research degree provision should next be reviewed through the PGR Periodic Review Process in 2020-21.

Considered in discussion: That there was a huge pressure on numbers for the Postgraduate Graduation Ceremony held in May each year as a result of the significant growth in recent years of postgraduate student numbers. The Chair sought guidance from Senate on whether PGR graduands might be offered the choice to graduate in October, alongside the undergraduates. It was noted that Business School students would miss out on graduating with their Faculty but Senate was generally supportive of this as a proposal.

2253 Learning and Teaching Committee

Received: An update from the meetings of the Committee held in February and March 2018 (**Paper Senate/2017/37**).

Reported: (1) That the implementation of the Learning and Teaching Strategy was reliant on there being appropriate teaching space available. A set of College-wide Learning Space Design principles would be developed to inform the development of new and existing space to support this.

(2) That the College had been engaged in a pilot of Subject-level TEF, including testing a metric on teaching intensity. After providing the written submissions to the Office for Students, the College had also provided feedback to the OfS on the experience of engaging in the pilot, including the cost and time.

(3) That the Committee had endorsed a proposal on the documentation and timeline requirements for the Curriculum Review process. The need to comply with the Competition and Markets Authority guidance on compliance with Consumer Protection law had been noted as had the alignment with the SIMP Project and the need for Programme and Module level information to be available by April 2019. A document on engaging students in the process, produced by the Education and Representation Board of the Imperial College Union, had been endorsed by the Committee.

(4) That the Committee had endorsed the outcomes of a review of RCUK-funded Doctoral Studentship process. The review had made a number of recommendations aimed at streamlining the processes. It was noted that a [two page summary report](#) had been presented to Provost's Board. The Vice Provost (Research and Enterprise) and the Vice Provost (Education) would be working together to ensure a joined up approach to funding and also to pastoral care of research degree students.

2254 **Quality Assurance and Enhancement Committee (QAEC)**

Received: A Report by the Quality Assurance and Enhancement Committee (**Paper Senate/2017/38**).

Reported that QAEC had:

- (1) recommended the revised Academic Appeals Procedure and the revised Student Complaints Procedure to Senate for approval with immediate effect;
- (2) recommended minor revisions to the Student Disciplinary Procedure to Senate for endorsement and to refer the Policy to Council for approval with effect from 2018/19;
- (3) recommended the Student Death Protocol to Senate for approval with immediate effect;
- (4) recommended a decision to exceptionally permit the development of collaborative provision with LKC Medicine at the level of Postgraduate Certificate and Postgraduate Diploma as part of a nested Masters Degree.

Considered in discussion:

- (5) That the revisions to the Student Disciplinary Procedure were proposed from the commitment to review the revised procedures. Residential Tribunals had been reinstated to the procedure and members were reassured that Wardens had previously been involved in the procedures and that guidance for all staff involved was being developed.
- (6) That in relation to the Student Death Protocol, further revisions had been made to the procedure since it had been presented to QAEC. The procedure stressed that all cases needed to be treated individually and that the wishes of the family of many student who passed away had to be taken into account. Senate members suggested that it would be useful to have a companion document to the protocol which gave clear guidance to staff in the roles named in the protocol on the action to take, the communications protocol to follow and relevant contact information.

Agreed:

- (7) To approve the Academic Appeals and the Student Complaints Procedures with immediate effect.
- (8) To recommend the revised Student Disciplinary Procedure to Council for approval from 2018/19.
- (9) That the Student Death Protocol should be resubmitted to Senate at a future meeting with a guidance document as set out above.
- (10) To approve the exceptional decision to permit the development of collaborative provision with LKC Medicine at the level of Postgraduate Certificate and Postgraduate Diploma as part of a nested Masters Degree

Noted that QAEC had:

- (11) Considered the proposed set of academic regulations for 2019/20;
- (12) Considered and agreed a proposal to develop a College Academic Calendar.
- (13) Received and considered the revised UK Quality Code for Higher Education noting that it contains expectation; practices (core and common) and advice and guidance which is still being developed. QAEC agreed to review the College statement on its policies and procedures for assuring Quality and Standards in the light of the revised Code.
- (14) Agreed an approach for updating the 2018/19 Academic Regulations.
- (15) Considered an evaluation by the Imperial College Union Deputy President (Education) of the College's performance in meeting the turnaround times for providing academic feedback to taught course students. The paper had been out for discussion with the Faculty Education Committees who had committed to following up with areas to improve practice, which mainly related to letting students know where there was a delay to providing the feedback.
- (16) Approved on the recommendation of the Faculties the entry requirements for Master's programmes for 2019/20 entry.
- (17) Considered the results from the Autumn Term SOLE surveys for undergraduate and postgraduate taught students.
- (18) Considered reports from the Programmes Committee and approved recommendations for programme withdrawals, programme suspensions and modifications including in-session and major modifications;
- (19) Considered reports from the Faculty Education Committees.
- (20) Considered the Student Protection Plan which would be submitted as part of the registration process for the College with the Office for Students.

Prizes and Awards to be established

Received: A note by the Academic Registrar (**Paper Senate/2017/39**).

Approved: Prizes and Awards to be established as set out in the paper.

2256 Update on the Impact of the Industrial Action

Received: A note by the Academic Registrar (**Paper Senate/2017/40**).

Noted: A summary of the action taken in the light of the industrial action relating to the USS Pension Scheme where it relates to the education and assessment of the College's student population.

2257 Appointment of External Examiners 2017-18

Received: A note by the Academic Registrar (**Paper Senate/2017/41**).

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

2258 Award of a DSc

Received: A note from the DSc Committee (**Paper Senate/2017/42**).

Noted: The award of a DSc.

2259 Prizes and Medals Awarded

Received: A note by the Academic Registrar (**Paper Senate/2017/43**).

2260 Staff Matters

Received: A note by the Provost (**Paper Senate/2017/44**).

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

2261 Date of Next Meeting

Reported: The next meeting of the Senate would take place on Wednesday 20 June 2018, in the Council Room, 170 Queen's Gate, starting at 3.00pm.