

SENATE

**CONFIRMED Minutes of Meeting held on 18 December 2019**

**Present:** Professor Ian Walmsley (Chair); Professors Buitendijk, Buluwela, Chilvers, Distaso, Dougherty, Openshaw, Spivey, Trotta, Xu; Drs Craig, Gounaris, Meyer; Mr Brooks; Mr Devgan, Mr Sood, Mr Tebbutt; Mr Ashton (Secretary); Ms Webster (Minute Secretary).

**Apologies:** Professors Brandon, Eisingerich, Haynes, Kingsbury, Lindstedt, Magee, McCoy, Veloso, Weber, Welton; Drs Costa-Pereira, Field, Fobelets, Malhotra; Mr Lupton; Ms Bannister; Ms Makuch;

**2417 Minutes**

The Minutes of the meeting of the Senate held on 9 October 2019 were confirmed as an accurate record.

**2418 Matters Arising**

There were no Matters Arising not otherwise covered by the agenda.

**2419 Provost's Business**

Received: A report from the Provost (**Paper Senate/2019/13**)

Reported: (1) That Professor Richard Craster, Professor of Applied Mathematics, has accepted appointment as Dean of the Faculty of Natural Sciences with effect from 1 January 2020, for an initial period of five years. He succeeds Professor Tom Welton who has served in this role since 2015. Reporting to the Provost, Professor Craster will be responsible for providing strategic leadership, planning and coordination for the Faculty of Natural Sciences, and for driving continuing excellence in research and education. He will be a senior member of the College's staff, sitting on the College Council, President's Board and Provost's Board.

(2) That Mr Juan Villamil has accepted appointment as Chief Information Officer. He will join the College in February 2020. Reporting to the Chief Financial Officer, he will be responsible for all aspects of Imperial's enterprise technology strategy, architecture, design, development, operation and security.

(3) That nominations were open until 7 February 2020 for a number of prestigious College awards, including President's Awards and Medals for Excellence and Provost's Awards and the Julia Higgins Medal and Awards for contribution to the support of academic women at the College. Members were encouraged to support the process which recognises the internal College community.

2420 **Vice-Provost (Education) Report**

Received: A verbal report from the Vice-Provost (Education)

Reported: That the NSS/PTES Working Group had developed a number of recommendations following the 2019 NSS Survey which included improvements in communicating the action taken following the survey to enhance the student experience and also to work with Departments to identify and report back to students on good practice. It was noted that the Imperial College Union was talking to Department Representatives to gauge how far the NSS recommendations were being taken forward.

2421 **Academic Strategy**

Received: A verbal update from the Provost.

Reported: That the Academic Strategy would be formally launched on 14 January 2020. The Strategy included four themes and a work-stream on the student experience which would frame a direction of travel for the College. A two gateway process had been established for prioritising ideas and five had been selected to progress to the second round in February 2020.

Considered in discussion: That a mix of short-term and longer-term projects were being sought to provide a steady state of initiatives that were both manageable and impactful. Some projects would cross-reference to other strategies and some would be more complex in terms of their formulation and resourcing. Members welcomed the formal framework for consideration and prioritisation of projects.

2422 **Quality Assurance Agency Update**

Received: A paper from the Director of Academic Quality and Standards (**Paper Senate 2019/14**)

Reported: That the College had subscribed to the Quality Assurance Agency (QAA) Membership scheme which provided the College with access to a range of online membership resources and enhancement focussed events. Members were advised that the QAA had updated the STEM Subject Benchmark Statements to reflect the revised Quality Code.

2423 **Degree Outcomes Statement**

Received: A report from the Director of Academic Quality and Standards (**Paper Senate 2019/15**)

Reported: That further information had been made available by the UK Standing Committee for Quality Assessment guidance and a checklist for the recommended content of the Degree Outcomes Statement. In addition, the Quality Assurance Agency has published outcome classification descriptors for Bachelor's Degrees with Honours. The statement would be developed under the auspices of the Quality Assurance and Enhancement Committee for approval and publication in 2020.

Considered in discussion: Members noted a number of contributory factors to degree outcomes for undergraduate students including entry qualifications, approaches to learning and teaching, the subject mix of the College and some of the problematic nature of some of the external tools for measuring student satisfaction.

## 2424 Quality Assurance and Enhancement Committee

Received: A report from the Quality Assurance and Enhancement Committee (**Paper Senate 2019/16**)

Reported: (1) That the Committee had considered the College's draft response to the UUK call for evidence to support a review of the Admissions process.

(2) That a Study Abroad and Placements Task and Finish Group was being established to review the existing procedures and recommend enhancements as appropriate.

(3) That the Committee had considered analysis of student appeals data for taught programmes received during 2018/19. The main concern raised by Panels was a lack of clear and consistent application of criteria for consideration at borderline, for classification and progression purposes. The implementation of the single set of academic regulations should address this but work would be done to make this clearer for continuing students on old regulations.

(4) That the Postgraduate Research Quality Committee had considered a proposal to implement persistent identifiers for research data and that the Department of Chemistry had piloted creating a registered master DOI data record for PhD thesis. It was a recommendation rather than mandatory that students would need to do this at the outset of their PhD research. The Director of the Graduate School advised that they would be able to support this initiative with training courses.

(5) That the Committee had also considered:

- Implementation plans for Turnitin for PGR students
- Academic and Regulation and Policy definitions
- Summary of Undergraduate External Examiner Reports 2018-19
- The OIA Fitness to Practise Framework
- Faculty Education Committee Reports.

## 2425 Learning and Teaching Committee

Received: A report from the Learning and Teaching Committee (**Paper Senate 2019/08**).

Reported: (1) That the next phase of Curriculum Review for Postgraduate taught programmes was being planned with completion expected by 2021/22. Faculties and Departments would need to take into account the mixed economy of postgraduate provision with some postgraduate modules on standalone courses and some very integrated and requiring alignment with undergraduate programmes.

(2) That the Committee had also considered:

- A presentation of equality, diversity and inclusion initiatives
- Prioritisation of the recommendations from the Review of the Learning and Teaching Strategy.
- The College's intention to re-apply to be on the Register of Approved Training Providers for apprenticeships.

## 2426 Student Disciplinary Procedure

Received: A Revised Ordinance E2: Student Disciplinary Procedure (**Paper Senate 2019/18**)

Reported: That an externally led review of the Student Disciplinary Procedures had been conducted and that, due to the timing of the meetings, the procedure had been presented for approval by Council at its meeting in November 2019.

Considered in discussion: (1) That the Imperial College Union was now undertaking a review of its Disciplinary Procedures to align more closely with the College procedures.

(2) That while the procedures did set out how to deal with confidential communications, it was still not clear how information could be shared with the person who had raised the issue or complaint in the first place. Potential issues with sharing information in the light of the GDPR regulations were noted but the Chair agreed to have a further conversation with Legal Services in the light of concerns expressed by members. It was noted that there were privacy, duty of care and legal obligations to all parties to be considered in the conduct of these procedures. The role of the Faculty Senior Tutor in helping to manage expectations about the likely outcomes of casework was noted.

(3) That it was not clear that changes had been made in the procedure to address incidents of sexual misconduct and that, as written, the procedure appeared to be avoiding domestic issues. The Chair reported that the Review Panel had considered that the wording left enough flexibility for incidents to be investigated where appropriate.

(3) That separate guidelines on implementation were being developed and would be presented to Senate for consideration before they were published.

**2427 Appointment of External Examiners**

Received: A note from the Academic Registrar (**Paper Senate 2019/19**)

Noted: The names and affiliations of External Examiners for Undergraduate and Masters degrees appointed since the last meeting of Senate.

**2428 Any Other Business**

Reported: That this was Professor Tom Welton's last meeting of Senate as Dean of the faculty of Natural Sciences. Members thanked him for his valuable contribution to the work of the Senate and for his contribution to the work of the College overall.

**2429 Date of Next Meeting**

Wednesday 18 March 2020 at 3.00 pm