

SENATE

CONFIRMED Minutes of Meeting held on 24 June 2020

Present: Professor Ian Walmsley (Chair); Professors Buitendijk, Buluwela, Chilvers, Craster, Distaso, Green, Haynes, Kingsbury, Lindstedt, McCoy, Openshaw, Spivey, Trotta, Xu; Drs Costa-Pereira, Craig, Field, Fobelets, Gounaris; Mr Devgan, Mr Tebbutt; Mr Ashton (Secretary); Ms Webster (Minute Secretary).

In attendance: Mr John Neilson, Ms Milena Radocheya for Minute 2444

Apologies: Professors Brandon, Dougherty Eisingerich, Veloso, Weber; Drs, Malhotra; Mr Brooks; Mr Lupton; Mr Sood; Ms Bannister; Ms Makuch;

2443 Minutes

The Minutes of the meeting of the Senate held on 20 May 2020 were confirmed as an accurate record.

2444 Matters Arising

Student Disciplinary Procedure (Minute 2438 refers).

Reported: (1) That the College Secretary and the Director of Legal Services had undertaken follow-up action following the previous meeting to investigate if legal advice had been made to the 1752 Group and was advised that there was no separate legal advice to consider and that the recommendations made in that report did not of itself constitute legal advice. The College Secretary had met with one of the College Consuls in advance of the meeting to discuss this further and it was reported that the Consul had welcomed the assurances of the support that would be made available to a complainant.

(2) That the Office of the Independent Adjudicators guidance on complaints stated that the complainant should be provided with some resolution and that there was ongoing concern from the Consuls that this was not being provided under the provisions of the procedure. The tension between resolution and confidentiality was acknowledged but the concern that the complainant might not get closure from their complaint was a significant concern. It was agreed to consider in each case what could be done within the bounds of the law to inform the complainant of the outcomes. In any case, the need to properly support all parties in any proceedings, including the complainant and the student responding to allegations was also acknowledged and supported.

Considered in discussion: (1) That the Imperial College Union needed to consider how this interfaced with the Unions draft Disciplinary Procedure. The issue of students approaching the College with allegations of sexual misconduct where there was insufficient evidence for the police to investigate and so turn to the College Disciplinary Procedure and then feel that they have shared a significant event but had no feedback from the institution.

Agreed: That the guidance should be updated to include the principles of support for all parties involved. Secondly, that the guidance should be seen by the Senate once completed

and, thirdly, that the College would write to the OIA and other groups to give specific examples of where the guidance is problematic for the College

2445 Chair's Action

There was no Chair's Action to report.

2446 Provost's Business

Received: A report from the Provost (**Paper Senate/2019/35**)

Reported: (1) That the Provost wished to highlight the tremendous amount of work being done by all to support the ongoing work of the College and to prepare for the next academic year, in particular Professors Emma McCoy and Omar Matar who were leading the Education and Operational Strategy Groups and the Registry, led by David Ashton. Communications were being agreed to ensure that everyone was clear what would be happening with next year.

(2) That the following have been elected as Officer Trustees of the Imperial College Union for the academic year 2020-21:

Union President: Abhijay Sood

Deputy President (Education): Michaela Flegrova

Deputy President (Welfare): Shervin Sabeghi

Deputy President (Clubs & Societies): Ross Unwin

Deputy President (Finance and Services): Sam Lee

Felix Editor: Callum Drysdale

(3) that Zixiao Wang has been elected as President of the Graduate Students' Union for the academic year 2020-21.

Considered in discussion: That the Provost's comments under (1) above were echoed from a departmental perspective. The Department of Materials had held their internal examination board and staff had been pleased to see that the analytics showed that students had performed very much in line with the norm under incredible circumstances. It was considered that the students had been served very well by the College with the decision to proceed with Timed Remote Assessments in March 2020.

2447 Vice-Provost (Education) Business

Received: A report from the Vice Provost (Education) (**Paper Senate/2019/36**)

Reported: (1) That planning was underway to support the Curriculum Review for postgraduate taught programmes. Some departments had requested a slower lead in to allow them to concentrate on the move to mixed-mode delivery and the timescale would be discussed by the Learning and Teaching Committee. It was noted that the deadline for the completion of curriculum review of PGT programmes which include modules which are shared with year four of Undergraduate programmes to will be March 2022 in time for the 2022/23 academic year.

(2) That the publication date for the National Student Survey has been pushed back to Wednesday 15th July. Results will be considered by Strategic Planning and then circulated to departments by email and via the NSS PowerBI dashboard. The Postgraduate Taught Experience Survey closed in mid-June. The response rate was similar to the previous rate in 2018. Results will be available in mid- July

Considered in discussion: (1) That the College had made a strategic investment in the Learning and Teaching Strategy that has some years to run. Although the planning round had been cancelled for 2020, that investment would be continued. The long-term aim had been for Strategic Teaching Fellows to be embedded in departments and Senate was

pleased to learn that the Faculty of Natural Sciences had made the majority of its Strategic Teaching Fellows permanent.

2248 Covid-19 Response: Education 2019-20

Received: Reports and a presentation from Key staff on the Covid-19 Education response (Paper Senate 2019/37)

Reported: (1) That the response had touched every aspect of the student lifecycle. A report had been made by the College to the Office for Students (OfS) on the possibility of extending the registration for some postgraduate taught and postgraduate research students. Departments had been surveyed on which students were able to complete their studies remotely. The College was now in an on-going dialogue with the OfS about this issue. There had been some concern that the College would be viewed as being in breach of its contract with the students.

(2) That the Office for Students had now published guidance for institutions on meeting the requirements of the Competition and Markets Authority to ensure compliance with consumer protection law. The guidance focussed on the provision of information to applicants and to continuing students on what their provision would look like on 2020-21 in terms of academic delivery and the broader student experience. Plans were in place to be able to advise students of any changes to their programmes of study in time for the confirmation deadlines. It was noted that the guidance made clear that the OfS did not consider that force majeure would apply for the next academic year as Institutions had had time to adjust and plan for the ongoing impact of the pandemic. The guidance made clear that students will need to indicate their consent to changes to their programme and it was anticipated that this could be achieved through registration or re-enrolment processes.

(3) That in respect of admissions there were a number of external factors to be taken into consideration. The Department for Education had announced, on 1 June, an immediate number cap of Home and EU undergraduate students and that extensive work was now taking place to ensure that the college did not exceed the cap by 1 December 2020 and so avoid any significant financial penalties. The impact of the A Level changes was unknown but Ofqual had provided assurance that results would be in line with previous years. The Academic Technical Approval Scheme (ATAS) offices had been closed during the pandemic and students who required certification had not been able to apply. The UKVI have amended their requirements so that students will have to arrive at the College by the end of December which was helpful. Whilst there had been initial uncertainty about how many students would want to take up places for 2020-21, surveys had suggested that about 80% of students were planning to take up their places in person.

(4) That the governance arrangements for the oversight of the Covid-19 response had been rationalised into the Education Strategy and Operations Group (ESOG) which met every day with the themes of Online Readiness, Education, Student Experience, Admissions and Timetabling. There continued to be student representation on all the groups from the Officer Trustees of the Imperial College Union.

(5) That the Mixed-mode approach that the College was adopting for 2020-21 delivery of programmes was being developed alongside the current public health guidance on social distancing which would place constraints on the number and type of activities which could be delivered on-Campus next academic year. An EdTech Guild had been established to facilitate the move to this model of blended and online education and to support the technical and quality assurance aspects and prioritise and co-ordinate the allocation of resources.

(6) That the Group taking oversight of the student experience had identified seven themes that were being worked through by identified leads to cover plans for supporting student wellbeing, extra and co-curricular activities, student community, research culture and amenities and infrastructure.

(7) That the Timetabling Group was considering information to confirm the scheduling constraints and inform planning to teaching including capacities for buildings, risk assessments required for general teaching rooms and cleaning of facilities on campus. The impact of social distancing on module delivery was considerable.

(8) That careful consideration was being given to communications to students as these were key to reassuring students about the offer for 2020-21 and to comply with the CMA requirements. A number of marketing campaigns were being enacted to support the College's move to a recruiting University. Agreement had been reached that student requests to defer their places would only be considered in exceptional circumstances and a College-wide set had been defined.

(9) That there were a number of areas still under consideration and a recognition that there needed to be a focus on support for and communications to MRes and PGR students. The teamwork, student input and cross-Faculty collaboration, with guidance, support and expertise from the central services, to achieve the work done so far was highlighted.

2449 Learning and Teaching Strategy: Success Criteria

Received: A report from the Vice-Provost (Education) (**Paper Senate/2019/38**)

Reported: (1) That the report was a follow-up to a recommendation from the 2019 review of the Learning and Teaching Strategy, which was to establish a set of success criteria/targets for the Strategy. The paper sets out the purpose and principals of the success criteria. A set of early priorities in the Learning and Teaching Strategy were agreed by the Learning and Teaching Committee. These progress against achievement of these are included in the table with an update on progress against each one. It was noted that the aspirations of the Learning and Teaching Strategy would help to move the College forward in its response to the pandemic and that none of the six pillars of the Learning and Teaching Strategy had diminished in importance in the Covid-19 pandemic.

2450 Quality Assurance and Enhancement Committee

Received: A report from the Quality Assurance and Enhancement Committee (**Paper Senate 2019/39**)

Reported: (1) That there were a number of recommendations which arose from a Task and Finish Group established to consider the results from the 2019 PRES Survey. There are a number of recommendations around four themes: Research Culture and Environment, Effective Student-Supervisor Partnerships, Supervisor Support and development Opportunities, Doctoral Student Wellbeing and Poor Supervision.

(2) That the Committee had considered the following items of business at its previous meeting:

- Draft for Consultation Fitness to Study Policy and Procedure
- Revisions to the Programme and Module Modifications Procedure for 2020-21
- Draft Taught Student Attendance and Engagement Policy
- Late Case (Thesis Submission) Requests – Guidance for PGR Students
- Undergraduate Annual Monitoring College Summary (Annex 1)
- Postgraduate Taught Annual Monitoring College Summary (Annex 2)
- Periodic Review Report of the joint MBBS programme delivered by LKCMedicine, Nanyang Technological
- Report from the Programmes Committee- including Covid-19 modifications
- Academic Calendar 2020-21

Considered in discussion: That a number of the recommendations from the Task and Finish Group would place an additional workload on Departments and that there was a concern for

the wellbeing of staff. There was a request that the recommendations be considered by Departments. It was noted that the Postgraduate Research Quality Committee and the Task and Finish Group had included departmental representatives.

Approved: The recommendations from the Task and Finish Group were approved subject to further consultation with the Vice-Deans (Education) and the Faculty Senior Tutors.

2451 Learning and Teaching Committee

Received: A report from the Learning and Teaching Committee (**Paper Senate 2019/40**).

Reported: That the Committee had considered the following items of business at its previous meetings:

- Occupancy Insights and Space Analytics
- Sustainability in Education
- Graduate Outcomes Survey Report 2017-18
- Widening Participation Flag: Pilot Outcomes
- Interventions to support students from under-represented groups
- Amos Bursary

2452 Any Other Business

Reported: (1) That this was the last Senate meeting for two members of staff who were leaving the College to take up new opportunities. The Chair wished Professor Simone Buitendijk well in her new post as Vice Chancellor at the University of Leeds. He thanked her for all her work over the past four years and noted what a huge difference she had made to the College with the Learning and Teaching Strategy which had put the College on a course to a modern pedagogy. Professor Buitendijk responded that Imperial was a brilliant University and that she would miss working with colleagues and the student representatives in particular.

(2) That Professor Roberto Trotta was leaving the College and his role as Director of the Centre for Languages, Culture and Communications. His expertise as a science communicator would be greatly missed. He had been a great champion of the humanities and had put the CLCC on a very positive trajectory.

2453 Date of Next Meetings – 2020-2021

Wednesday 14 October 2020
Wednesday 9 December 2020
Wednesday 17 March 2021
Wednesday 19 May 2021
Wednesday 16 June 2021