

Imperial College Union Council Report

Nick Burstow, Deputy President (Education)

Please find below my report for March's Union Council. I have included the final bullet point of each section from my last Council report to set the scene:

Goals:

Year 1 Undergraduate Coursework Feedback Audit

- *Final point from last report: I am on course to finish the audit write up this week*
- Audit is now complete!
- Please find the completed audit in the circulated papers
- I have presented the audit at the Faculty of Medicine *Faculty Education Committee*
- I am presenting the audit at the Faculty of Engineering *Faculty Teaching Committee* on Friday 16 March
- I am presenting the audit at the Faculty of Natural Sciences *Faculty Undergraduate Committee* on Wednesday 21 March
- The destination committee for the audit is April's *Quality Assurance and Enhancement Committee*
- Thank you to all the Reps who helped with data collection, it wouldn't have been possible without your help

StudentShapers (confirmed title)

- *From last report: We have now hired a director for the StudentShapers scheme and will be meeting in March/April when the director begins their post to discuss further plans*
- I have had a preliminary meeting with Mike Streule, the newly appointed lead of the *StudentShapers* scheme
- We will be meeting as a team (College and Union members) after the Easter break to discuss further plans

Postgraduate Timetabling

- *From last report: Depending on the outcome of these discussions, Luke and I are planning on surveying PGT students in order to keep this subject on the College's agenda*
- I have met with the Head of Timetabling to discuss the results
- Based on the initial findings Luke and I will be surveying PGT students in order to keep this subject on the College's agenda
- We are planning on bringing the findings of this work to May's *Quality Assurance and Enhancement Committee*
- Work is currently on hold until Luke's return from Japan

Operations:

The operational tasks of note are listed below:

NSS Response

- *From last report: This action plan was discussed at January's Learning & Teaching Committee, with a view to return the document to Provost Board*
- Due to staff leave, this action plan will be discussed at Provost Board after the Easter break

PRES Response

- *From last report: The GSU President and I met with the Director of the Graduate School to discuss the first eleven recommendations*
- The GSU President and I have met with the Director of the Graduate School to steer the implementation of the recommendations
- We will be discussing the remaining recommendations at our next meeting, scheduled for 21st March - Because of the Union Council meeting schedule, I will inform you of the outcomes of these discussions at May's Union Council (15/05)

Examinations timetabling policy – [completed](#)

- *From last report: The timetabling team will be presenting their report to Provost Board this month*
- **Completed – the interim timetabling policy was approved**

Student Academic Choice Awards (SACAs)

- *From last report: We achieved the highest ever number of nominations – 1868!*
- The Student Representatives have been involved in the shortlisting panels and the [Shortlistees have been revealed](#)
- Winners will be announced on the 14 May
- The majority of staff nominees and Shortlistees have been informed – we are awaiting contact details for the remaining few
- Mugs will be distributed over the next fortnight
- This year I am working to share meaningful nominations (over 50 words) with nominees for the first time ever, so they can see the kind words students have written about them
- We are currently setting up the process to enable us to do so
- I aim to have nominations shared with staff before the Easter break

Student involvement in the curriculum review

- *From last report: I worked with the reps to develop a framework advising departments on how to work in partnership with students in the process of reviewing their curricula and will be presenting this framework at February's Learning & Teaching Committee*
- I presented the framework at February's Learning & Teaching Committee
- The committee accepted the framework, and Alan Spivey, Assistant Provost (Learning & Teaching), has distributed it to relevant senior stakeholders within the College
- Key concepts within the framework will be incorporated to all "programme modification" forms (the forms that will be used for new curricula to be formally approved) to ensure student consultation plays a key role in the process
- "Student involvement in the curriculum review process" has now been added as a standing item to the *Learning & Teaching Committee* agenda
- I will be presenting the first update on student involvement in the curriculum review process at the March *Learning & Teaching Committee*
- I have [written a blog about the framework](#)

I am happy to answer any specific questions on my report and work on anything you think is missing, just let me know, Nick.

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