

Imperial College Union Council Report

Nick Burstow, Deputy President (Education)

Please find below my report for January'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: Many departments have coursework due at the end of the term, so I will be mindful of chasing up any missing data from Term 1 in the new calendar year*
- Audit is nearly complete!
- Some assessments from the end of the term 1 are still outstanding, because the Christmas break has meant the expected return date of these items is mid-January
- I will have to allow an extra week or so before finishing the audit, to allow for any late coursework to be returned to students
- Target for audit completion is end of January/early February ready for presentation at February's *Learning & Teaching Committee*

StudentShapers (confirmed title)

- *From last report: I am meeting with representatives from College next week to discuss this further, in order to ensure that both schemes complement each other*
- I have met with representatives from College twice since my last report
- The title *StudentShapers* has been confirmed
- We have [advertised the job of StudentShapers director](#)
- I am on the interview panel for this position. Interviews will be held at the end of this month
- Hopefully by next Union Council will have hired a director for the new *StudentShapers* scheme!

Postgraduate Timetabling

- *From last report: Luke will be in touch with the Head of Timetabling to ascertain the current situation for AY17-18 for PGT students*
- Luke and I have been in touch with the Head of Timetabling
- We have sent him the data from AY16-17 for comparison with current AY17-18 situation
- We have been told the data will be sent to us by the end of this week (by 19/01)
- Depending on the outcome of this data sourcing, we are planning on surveying PGT students in order to keep this subject on the College's agenda

Report continued overleaf...

Operations:

The operational tasks of note are listed below:

NSS Response

- *From last report: The remaining recommendations will be discussed at November's Learning & Teaching Committee*
- All recommendations have now been formally discussed
- I have worked with the Head of Strategic Projects to draft a formalised action plan for each recommendation
- This action plan will be discussed at February's Learning & Teaching Committee, with a view to return the document to Provost Board
- I will inform you of the outcomes of these discussions in my next report

PRES Response

- *From last report: The GSU President and I have been invited to a series of meetings with the Director of the Graduate School to steer the implementation of the recommendations*
- The GSU President and I have met with the Director of the Graduate School to steer the implementation of the recommendations
- We have discussed and actioned the first eight recommendations
- The GSU President and I have surveyed all postgraduate research students who have recently submitted their ESA/LSRs to determine the situation around Recommendation #2
- We are meeting with the Director of the Graduate School on Thursday 25th January to discuss the remaining recommendations
- I will inform you of the outcomes of these discussions in my next report

Examinations timetabling policy – completed

- *From last report: The student views have been gratefully received by the timetabling team – a big thank you to everyone who completed the survey!*
- **Completed**
- Timetabling team will be presenting their report to Provost Board this month

Student Academic Choice Awards (SACAs)

- Our annual SACAs campaign has come around once again!
- This year I have decided to focus communications in a defined three-week campaigning period – between Monday 22nd January and Friday 9th February
- We opened nominations with a soft launch before Christmas, and will be ramping up the publicity in the following three weeks in order to maximise engagement and hopefully, nominations
- Promotional material will be distributed around campus, and we will be out speaking to people in person to raise awareness
- We have revamped the website to make nominating easier than ever
- The Constituent Union Presidents and Felix have kindly offered to help with publicity, which I would like to formally thank them for
- [Please take a few minutes to say 'thank you' and nominate a staff member!](#)

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