



## Academic Committee

Thursday 3<sup>rd</sup> March 2022 at 10:00am

Video-conferencing meeting via MS Teams

### Minutes

#### Present Members:

President and Provost (Chair); Professor Ibrahim Abubakar; Professor Kathy Armour; Dr Paul Ayris; Professor Simon Banks; Professor David Bogle; Professor Clare Brooks; Professor Stella Bruzzi; Professor Jon Butterworth; Mr Simon Cane; Mr Ashley Doolan; Dr Julie Evans; Professor Deborah Gill; Dr Hugh Goodacre; Dr Christine Hoffmann; Professor Arne Hofmann; Mr Zak Liddell; Professor Christoph Lindner; Ms Viktoria Makai; Dr Helen Matthews; Professor Ivan Parkin; Professor Hynek Pikhart; Professor Geraint Rees; Professor Aeli Roberts; Professor Sasha Roseneil; Dr Justin Siefker; Professor David Shanks; Dr Ruth Siddall; Professor Sam Smidt; Professor Anthony Smith; Dr Hazel Smith; Professor Olga Thomas; Dr Eleanor Tillet; Professor Nigel Titchener-Hooker; Professor Li Wei

#### Apologies:

Professor Dame Hazel Genn; Dr Meera Nath Sarin; Mr Derfel Owen; Mr Mike Rowson; Professor David Price; Professor Alan Thompson

#### In attendance:

Dr Clare Goudy, Chief of Staff, President and Provost's Office  
Ms Hannah Swallow, Compliance Manager, Student and Registry Services [for Minutes 6-8]

#### Officer:

Ms Rachel Port

### Part I: Preliminary Business

1. **Academic Committee Terms of Reference, Constitution and Membership 2021-22 (1-01)**
  - 1.1. Academic Committee (AC) approved its Terms of Reference, Constitution and Membership for 2021-22.

**2. Academic Committee Sub-Committees Terms of Reference, Constitution and Membership 2021-22 (1-02)**

- 2.1. AC approved the Terms of Reference, Constitution and Membership for its sub-committees for 2021-22.

**3. Minutes of the meeting held on 24 June 2021**

- 3.1. AC approved the minutes of the meeting held on 24 June 2021 [Minutes 30-33, 2020-21].

**4. Matters arising from the Minutes**

- 4.1. Arising from minute 34.3, the AC Secretary would liaise with the new Head of Regulations and Casework about the preparation of the 2021 Student Complaints Annual Report that would come to a future meeting of AC.

**Part II: Strategic Items for Discussion**

**5. Confidential: Update on UCL Strategy Consultation (1-03)**

- 5.1. Exempt from publication, please see confidential minutes.  
5.2. Exempt from publication, please see confidential minutes.

**6. Office for Students (OfS) Consultations on Student Outcomes and Teaching Excellence (1-04)**

- 6.1. Professor Kathy Armour, Vice-Provost (Education and Student Experience), introduced the paper setting out the proposed responses by UCL to three OfS consultations relating to the regulation of quality and standards in English Higher Education. The key points made were:
- a. The three consultations were as follows: Consultation 1: A new approach to regulating student outcomes – proposed changes to the existing B3 condition of registration; Consultation 2: The Teaching Excellence Framework (TEF) - proposed changes to the current TEF exercise and framework; Consultation 3 – Constructing student outcome and experience indicators for use in OfS regulation – this set out proposals for the construction, presentation and interpretation of the data comprising the evidence base for the B3 condition of registration and TEF. It was also proposed that the data be used in access and participation data dashboards.
  - b. The three consultations were interlinked as Consultation 3 set out the data that the OfS would use to construct student outcome and experience

indicators. These indicators would be broken down further into ‘split indicators’ that would be used across Condition B3, TEF and Access and Participation Plan progress, and accessible dashboards would be used to present the information.

- c. The indicators would then be used to make two assessments: (i) whether providers met the minimum deadline for registration as a Higher Education provider; and (ii) a new TEF to assess excellence above the baseline.
- d. The proposed TEF assessment would include a provider-level assessment every four years rather than at subject level. The next TEF exercise would take place in September 2022.
- e. UCL’s proposed responses had been consulted with a number of stakeholders and was focused on areas where it could potentially have most impact.
- f. The deadline to respond to the consultations was 17<sup>th</sup> March 2022.

6.2. AC:

- a. Approved the proposed UCL responses to the OfS consultations on student outcomes and teaching excellence.

**7. OfS Pilot Postgraduate Survey 2022 (1-05)**

- 7.1. Professor Kathy Armour, Vice-Provost (Education and Student Experience), introduced the paper giving an overview of the plans for UCL to participate in the OfS Pilot Postgraduate Survey 2022. The key points made were:
  - a. UCL had collected feedback on the experience of its postgraduate taught students through the Postgraduate Taught Experience Survey (PTES) since 2016.
  - b. This year the OfS proposed developing a pilot survey for postgraduate taught students which replicated the process of the National Student Survey (NSS).
  - c. Postgraduate research students were not included in the pilot at this stage and they could provide feedback on their experience through the Postgraduate Research Experience Survey (PRES).
  - d. UCL took the decision to participate in the postgraduate pilot to provide us with an opportunity to give feedback through the consultation and influence the process and focus of the survey.
  - e. After consulting with staff, UCL had taken the decision to participate only in the pilot OfS survey and would not participate in the Postgraduate Taught Experience Survey (PTES) in 2022.
  - f. The pilot survey would run between 19 April and 31 May 2022 and would be administered by Ipsos MORI.
  - g. UCL’s results from the pilot survey would not be published externally. However, UCL would receive programme-level data, subject to publication thresholds, in summer 2022.

- h. The results would not be used as part of the metrics in the forthcoming TEF exercise but it was anticipated that the data would be available for future exercises.
- 7.2. The following points were made in discussion:
- a. In terms of student feedback, it was commented that 3-4 main themes tended to come through the data.
  - b. It was noted that current practices tended to be focused on feedback for teachers/organisers at the end of the module/year rather than meaningful working with students to shape their education as they experienced it.
  - c. There was also an issue of responsiveness as students tended to want their concerns to be answered with clarity and in a timely way.
  - d. Some survey questions led naturally to understanding the underlying problems while others did not and caution was needed to ensure that solutions were not based on assumptions in interpreting the data.
  - e. The Vice-Provost (Education and Student Experience) intended to work with the Students' Union to get increased student representation at programme level to help with student feedback.
  - f. The student representatives were often unaware of student feedback given they were volunteers and it was difficult for them to obtain student lists due to GDPR requirements. Therefore, any student feedback at programme level had to be sought via the Programme Lead.
- 7.3. AC:
- a. Noted the plans for UCL to participate in the OfS Pilot Postgraduate Survey 2022.

## **8. Prevent Update (1-06)**

- 8.1. Ms Hannah Swallow, Compliance Manager, introduced the annual update report on the implementation of Prevent at UCL. The key points made were:
- a. Since the last report to AC, the OfS confirmed that they had no queries from UCL's Prevent accountability and data return for the academic year 2019-2020.
  - b. UCL had submitted its latest Prevent accountability and data return for 2020-21 last Autumn and was awaiting the final outcome.
  - c. There had been few external speakers at UCL in 2020-21 due to the pandemic.
  - d. No reportable events regarding Prevent or external speakers had been discussed with the OfS since the last report to AC.
  - e. The definition of "key staff" for Prevent would be reviewed by UCL and once the definition was agreed, work would be undertaken to identify individuals to request that they undertake the Prevent training if not already done so.

- 8.2. AC:  
a. Noted the annual update report on the implementation of Prevent at UCL.

**9. Academic Committee Annual Report to Academic Board and Council 2020-21 (1-07)**

- 9.1. AC endorsed its Annual Report for 2020-21 and recommended that it be forwarded to AB and Council for formal approval.

**Part III: Other Business for Approval or Information**

**10. Annual Report for Session 2020-21 – Education Committee (1-08)**

- 10.1. AC approved the Education Committee Annual Report 2020-21.

**11. Annual Report for session 2020-21 – Library Committee (1-09)**

- 11.1. AC approved the Library Committee Annual Report 2020-21.

**12. Annual Report for session 2020-21 – Research Degrees Committee (1-10)**

- 12.1. AC approved the Research Degrees Committee Annual Report 2020-21.

**13. Annual Report for session 2020-21 – Student Recruitment, Admissions and Funding Committee (1-11)**

- 13.1. AC approved the Student Recruitment, Admissions and Funding Committee Annual Report 2020-21.

**14. Reports of sub-committees, working groups etc of AC**

- 14.1. AC received the following sets of minutes:
- a. The minutes of Education Committee, 10<sup>th</sup> June 2021; 22<sup>nd</sup> July 2021, 14<sup>th</sup> October 2021; 7<sup>th</sup> December 2021;
  - b. The minutes of Internal Quality Review Panel, 23<sup>rd</sup> August 2021; 14<sup>th</sup> September 2021; 12<sup>th</sup> October 2021;
  - c. The minutes of Library Committee, 2<sup>nd</sup> June 2021; 16<sup>th</sup> November 2021;
  - d. The minutes of Research Degrees Committee – 16<sup>th</sup> June 2021; 28<sup>th</sup> October 2021;
  - e. The minutes of Student Recruitment, Admissions and Funding Committee, 8<sup>th</sup> June 2021.

**15. Interim Vice-Provost (Education and Student Experience)**

- 15.1. It was noted that Professor Deborah Gill would leave UCL to take up a new post as Vice-President (Education and Student Experience) at the University of Southampton later this month. On behalf of AC, the Chair expressed his thanks to Professor Gill for all her work in the education space as interim Vice-Provost (Education and Student Experience), especially during the Covid pandemic, and prior to that as UCL's first Pro-Vice-Provost (Student Experience) as well as Director of UCL Medical School.

**16. Date of next meeting**

- 16.1. The next meeting of Academic Committee would be held on Thursday 23<sup>rd</sup> June 2022 at 10:00am on MS Teams.

Ms Rachel Port

Governance Manager: Research Integrity, Office of General Counsel

April 2022