



**Confirmed**

## **Education Committee**

**3 December 2019**

### **Minutes**

Present:

Professor Anthony Smith (Chair)

Professor Deborah Gill; Dr Helen Matthews; Dr Simon Banks; Dr Julie Evans; Ms Wendy Appleby; Ms Ashley Slanina-Davies; Mr Jim Onyemenam; Ms Emer O'Driscoll; Ms Jiaqi Guo; Professor Aeli Roberts; Mr Zak Liddell; Ms Olga Thomas; Ms Blathnaid Mahony; Dr Arne Hofmann; Mr Ashley Doolan; Dr Hazel Smith; Mr Derfel Owen.

In attendance: Ms Katie Price (deputising for Ms Megan Gerrie); Ms Joanne Moles for Items 28 and 29; and Mr Darren Payne (Acting Secretary for meeting).

Apologies for absence were received from: Ms Megan Gerrie; Ms Aatikah Malik; Mr Ian Davis; Ms June Hedges; Professor Eva Sorensen; Dr Fiona Strawbridge; Professor Mike Porter; Professor Norbert Pachler.

### **Part I: Preliminary Business**

#### **21. Chair's Business**

21.1. The Chair noted that there were 18 Education Committee members in attendance, which was quorate.

**22. Minutes of the last meeting**

22.1. Approved – the Minutes of the previous meeting held on 10 October 2019

24.3. It was noted that StEC should refer issues that may require regulatory change (i.e. extenuating circumstances, or interruptions) to Education Committee.

**25. Response to Industrial Action (Minute 19, 19-20)**

25.1.



NSS/PTES/SES/New to UCL, PA Consulting, Uniforum Staff Satisfaction, and Cubane Data. It was noted that Student Qualitative comments were of particular use, as where students have commented on something it usually means they felt the most strongly about it. This part of the programme is intended to be complete by the end of Term 1 of the 2019/20 academic year.

- 26.4. Phase 2 was highlighted as the most important, with external consultants being bought in to assist with this part of the programme. Phase 2 will involve a comprehensive mapping of the Student Lifecycle during a student's time at

**27. Taught Student Research Misconduct**

- 27.1. Received - the paper at EdCom 2-02 (19-20) presented by the Registrar, which suggested amendments to the Academic Misconduct Procedure to also include some Research Misconduct on the basis that the current Research Misconduct procedures were too heavy handed for some offences.
  
- 27.2. This included a common issue in 2018/19 where taught students had not obtained ethical approval from UCL Research Ethics Committee (REC) before starting to collect the data for their project.
  
- 27.3. It was acknowledged a student not obtaining the necessary ethical clearance







The aim was to have a deep look into all of the processes, highlight any quick fixes to be approved at the April Education Committee for the next academic year, with the overall package complete for the following academic year in 2021/22.

### **32. Suspensions of Regulations Annual Report 2018-19**

32.1. Received - the paper at EdCom 2-06 (19-20) introduced by the Chair, which summarised the requests for suspensions of regulations (SoRs), interruptions of study and other cases requiring approval by the Vice-Provost (Education and Student Affairs) and Education Committee (EdCom) Chair during the 2018-19 academic session.

32.2. It was noted that the overall numbers of suspension of regulations and higher approvals were going down, which suggested previous regulatory changes made by Education Committee are having the desired effect.

The main discussion focused on what could be learned from the report, and the areas within the regulations that are not fit for purpose if they are being required to be suspended frequently.

32.4. The main area highlighted as a problem was Support to Study, which is being reviewed in 2019-20 as described in the paper EdCom 2-06 (19-20). The Support to Study review should reduce the overall quantity of Suspensions of Regulations further.

32.5. It was also noted that a new SharePoint system has been introduced as an interim measure to endure GDPR compliance when submitting requests, and that this system should help provide additional data on requests for future reports.

32.6. The Chair wanted to express Education Committee's thanks to the Policy Adviser (Education Governance) for putting the report together.

**33. Degree Outcomes Descriptors and Statement**

33.1. Received - the paper at EdCom 2-07 (19-20) introduced by the Director of

**39. Dates of Next Meeting**

39.1.