

Deputy President (Education) Report

A report by Natalie Kempston

1. Handover

Handover took place over the last 2 weeks of July. Doug Hunt provided me with a lot of useful information as well as an updated “Handover Bible”. Handover consisted of meeting countless members of influential staff in College and the Union, and the handing over of projects and learning procedures.

2. Mums and Dads:

This year the central ICU scheme was rolled out for each department (except Chemical Engineering and Medicine). The scheme has been a success (so far) with over 1000 parents signing up, and a number of departments improving on their sign ups compared with last year. Most departments hit the 1 parent: 2 children ratio that we were aiming for.

Department	Number of parents got/needed	% parents signed up	Last year
Aeronautics	64/56	114	108
Biochemistry	78/70	111	102
Bioengineering	62/44	141	109
Biology	78/70	111	106
Chemistry	98/76	129	115
Civil Engineering	58/46	126	98
Computing & JMC	70/74	95	73
Earth Science & Engineering	76/38	200	244
EEE/EIE	66/82	80	90
Materials	48/40	120	138
Mathematics	126/126	100	86
Mechanical Engineering	94/80	118	113
Physics	116/118	98	92
Total	1034		

New things started this year:

- A welcome email sent to all incoming First years after results day from Imperial College (Rather than just the usual pay your fees now email) with information about the Mums and Dads scheme and how/why to sign up at the top of this.
- Opportunity for Dep Reps to manually change allocations. Allocations are still initially made using an algorithm, but now Dep Reps can log into eActivities and see a drop down list of the parent couples, and assign any “child” to any of them, over-riding initial allocations. This can be used (for example) to allocate under-18s to certain parents among many other things.
- Personalised emails sent out to all families. We gave each department the option of having us send out an email to each individual family so everyone had their families details without having to search through a spreadsheet of everyone. 7 departments took up this offer, the rest sent out allocations themselves.

- Parents names appear when logged into the union website. There is now a “My parents” block in the side bar of www.imperialcollegeunion.org . We hope to add a “My grandparents” and “My children” function soon.

Problems noted, that we will look to improve next year:

- Single parents not being allowed- this potentially discouraged some people from signing up to the scheme.
- eActivities allocations were released quite last minute, and didn't give Dep Reps much time to manually match up families.
- Postgraduates who have completed an undergraduate degree at Imperial weren't able to sign up, as the scheme was only open to undergraduates.

These will be all be taken into consideration when designing next year's scheme.

BIG thank you to Philip Kent, Thomas Lim and Ally Cott who helped make this scheme happen.

3. Rep Training

For the first time this year we delivered specific training to our senior Academic Representatives. Along with Andrew Keenan and Zoe Richardson I wrote 3 sets of training and have so far delivered training to Postgraduate Academic and Welfare Officers and Undergraduate Departmental Representatives. The final session for UG Academic Affairs Officers will take place this Wednesday (9th). Training consisted of numerous elements including: meetings, feedback, promoting your role, supporting your reps, resources available, advantages of being a rep etc...

4. Postgraduates

I met with every AWO separately to find out their ideas and agenda for the coming year. I also found students to fill the vacant positions on the GSU committee. We contacted every single Masters Course co-ordinator to see how they will be electing reps, so after elections we will know exactly who these reps are, and can therefore engage in effective communication with the PG “rep tree.” This is the first step on the way to bringing PG representation up to the same level as UG.

5. eLearning/ICT

Over the summer a further 34 rooms have been installed with panopto, bringing the total to 70. The list of rooms can be found here: http://www3.imperial.ac.uk/ict/services/e-learning/staff/panopto/access/panopto_lecture_theatres I have been asked to work with departments and departmental reps to prioritise rooms for AV upgrades. A total of 105 rooms will be completely upgraded over the next 5 years, with the first 5 being completed this summer (2013).

6. LKC Medicine- A joint Medical school between Imperial College London and Nanyang Tech.

I visited LKC School of Medicine along with Debra Humphris, Vice-Provost of Education. The focus of the visit was to appraise development with the implementation of the LKC Medical School, including the arrangements for quality assurance, quality enhancement and student engagement.

The School provided a two day programme including meetings with the senior leadership of the school and Nanyang Technological University (NTU), staff of the school, students and the NTU students' union. Debra and I are writing a full report on the Medical School, Imperial's involvement, and how Imperial can benefit from the innovative curriculum and bespoke online learning environment, which will be available shortly.

7. Aldwych

I attended 2 Aldwych conferences (meetings of the Russell Group Student Unions) in Manchester and Nottingham along with David Goldsmith, who has explained these in his report.

8. Rep Website/Communications

The new updated rep section of the union website: www.imperialcollegeunion.org/academicreps

This now includes the roles and responsibilities of reps, a guide on how to chair meetings and a feedback template. It also promotes the positives of being a representative to encourage more students to run for these positions. The Rep goals function on eActivites has also been updated (although this was not done by me!).

9. Committees attended:

- eLearning Strategy Committee
- eLearning committee iTunesU/MOOCs special meeting
- ICT Audio-Visual Steering Group
- FoNS Teaching Committee
- Vice-Provost's Advisory Group for Education
- Programme and Quality Committee
- Managing Higher Education Provision with Other Institutions: Working Group
- Undergraduate Admissions Committee
- Student Enterprise Steering Board

I have also sat on interview panels for the Senior Student Counsellor and for a Communications Intern.

10. Leave:

I took 3 days leave to finish my Masters Project due to the very inconvenient timing of handover and it not being compatible with the Postgraduate year.