

Imperial College Union Council Report

Nick Burstow, Deputy President (Education)

Please find below my report for November'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: At the time of writing this report I have emailed all departments and received assessment details from just under half*
- I have been continuing to compile assessment details from departments and now have information from all but two departments, who are being chased
- I have been entering this information onto Excel spreadsheets, and have completed documents for all Faculty of Medicine and Faculty of Natural Sciences departments
- I am halfway through completing the Faculty of Engineering spreadsheet
- Once these spreadsheets are complete I will distribute to Departmental Reps and Year 1 Reps. I will also send to Academic Affairs Officers to have oversight at the Faculty level.
- I am in discussions with the Union/College regarding the best method of sharing these excel files – at the time of writing it is likely to be done via OneDrive
- By the end of this week (03/11/17) I aim to have spreadsheets completed and shared with academic representatives, as well as instruction emails sent out

Student Shapers (working title)

- *From last report: The Union has been in touch with UCL to arrange a visit to see the ChangeMakers scheme first-hand. At the time of writing this report we are awaiting their reply, but hope to have visited by the end of October*
- We have heard back from UCL and will be visiting on Friday 10th November
- I have been in touch with the College regarding this visit and am waiting to hear whether they have any questions addressed during our visit
- Updates to follow once we have completed our visit

Postgraduate Timetabling

- *From last report: Luke has been busy finishing his dissertation and more recently embarking on his PhD, so work on this matter is currently on hold. We will meet to discuss plans for this by the end of October.*
- Meeting with Luke, President of Graduate Students' Union on Friday 3rd November to discuss this further
- I will update you with further plans once we have met

Operations:

The operational tasks of note are listed below:

NSS Response

- *From last report: Chippy and I will be meeting with Prof. Simone Buitendijk, Vice Provost (Education), to discuss each recommendation in depth in order to put together an action plan going forwards*
- Last week, Chippy and I met with Prof. Simone Buitendijk, Vice Provost (Education), to discuss each recommendation in depth in order to put together an action plan together

- We recognise that whilst some of our recommendations are achievable within this academic year, others will take longer to implement, and it is important to have a well thought out action plan to ensure the College is best placed to address issues raised by our members
- We have now completed a first draft of this action plan
- This draft is down as an item for discussion in the *Learning & Teaching Committee* meeting on Tuesday 31st October
- I will keep you updated with the outcome of discussions at the *Learning & Teaching Committee* and plans going forwards

PRES Response

- *From last report: As our response is yet to be discussed I cannot comment on the College's response to our recommendations, but I will keep you updated*
- Completing the Postgraduate Research Experience Survey (PRES) in our fastest ever time enabled us to present our response to College at the first *Postgraduate Research Quality Committee (PRQC)* of the academic year
- The College didn't raise any concerns and have distributed the report to key stakeholders
- I will confirm where the Response will go next

Examinations timetabling policy

- The College is developing a new policy on examination timetabling, aiming to deliver fairer, better exam timetables
- The exam timetabling team came to ERB to discuss the project and survey with our Reps
- Following this consultation I was sent the completed survey to distribute to our members
- The Constituent Union Presidents kindly agreed to include the survey in their newsletters, and the survey has now been sent out to students
- The team are awaiting responses before the policy is finalised
- Chippy and I have been asked to input into the policy draft and will be doing so before it is finalised

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

dpe@ic.ac.uk | [@icu_dpe](https://www.instagram.com/icu_dpe) | 020 7594 5646 | IC ext: 45646