

Professor Simon Banks; Ms Karen Barnard; Dr Nicole Brown; Dr Parama Chaudhury; Ms Sarah Cowls; Professor Sally Day; Mr Ashley Doolan; Dr Julie Evans; Ms June Hedges; Professor Arne Hofmann; Ms Harriet Israel; Mr Zak Liddell; Ms Blathnaid Mahony; Dr Elvira Mambetisaeva; Dr Margaret Mayston; Ms Mary McHarg; Professor Norbert Pachler; Professor Paola Pedarzani; Professor Mary Richardson; Professor Aeli Roberts; Mr Mike Rowson; Professor Bill Sillar; Dr Fiona Strawbridge; Dr Hazel Smith; Professor Olga Thomas; Ms Lizzie Vinton; Dr Nalini Vittal; Professor Nicola Walshe; Ms Julia Wojciechowska and Dr Kathryn Woods

**In attendance:** Ms Evi Katsapi (for Dr Jo Fraser-Pearce), Ms Sarah Henderson, Ms Hannah Swallow and Mr Rob Traynor (Interim Secretary).

**Apologies:** Mr Ian Davis; Dr Jo Fraser-Pearce, Dr Joana Jacob Ramalho; Dr Rachel King; Ms Seyi Osi and Professor Stan Zochowski.

## **Part I: Preliminary Business**

### **58. Welcome and Announcements**

58.1. The Chair announced that Dr Julie Evans had volunteered as an EdCom Postgraduate Taught (PGT) Lead for a pilot over the

secretaries with the intention that meetings start soon. EdCom members, particularly the Academic Board (AB) elected members, were encouraged to join the new sub-committee memberships and should contact the EdCom Chair and Secretary if interested.

**60B OfS Blended Learning Review and Compliance Concerns**

60A.1 At the last meeting EdCom was informed of an Office for Students (OfS) review which UCL contributed to on a voluntary basis (EdCom Minute 56, 06.12.2022). The OfS had since written to the Provost outlining compliance concerns arising from the review, with an expectation that they be addressed. The Chair and the Registrar informed EdCom that they raised concerns with the OfS and stated that future participation in future voluntary pilots



mean in different contexts would also help understanding of the implications. This could also help identify good ideas and innovations and encourage collaboration across UCL.

- 63.6. **Agreed:** that the paper should be summarised into a shorter document with more challenging questions to stimulate discussions across UCL. The paper should also include some commentary and explanation of key terms to aid understanding. It should be discussed at town halls and circulated to different groups, faculties and departments. The paper should also provide opportunities for people to consider the implications for their programmes and lifelong learning.

**Action: the Chair and Sally Mackenzie to note and take forward.**

#### **64. Student Academic Representation Governance And Policy**

- 64.1. Received - the paper at EDCOM 5-05 (22-23) introduced by Dr Kathryn Woods, Pro-Vice- was sought for changes to student academic representation governance and policy, as linked to the establishment of the new Student-Staff Partnership Sub-Committee (SSPC), and to support ongoing enhancement of student academic representation at UCL. The proposals were discussed with key stakeholders including the EdCom Chair, Registrar and the SU. SSPC will be co-chaired by the SU Education Officer.
- 64.2. EdCom noted that student academic representation had been under the remit of Quality Review Sub-Committee (QRSC), which was now stood down. In order to better reflect the new EdCom sub-committee structure, it was proposed that SSPC have oversight of student academic representation. Updates were also required for the next iteration of the Academic Manual (particularly Chapter 9, sections 6 and 7) for the 2023-24 academic year. It was further proposed that SSPC review student academic representation governance and policy, as set out in the Academic Manual, to ensure it was in line with current governance and quality review mechanisms.
- 64.3. **Approved:** the proposals at EDCOM 5-05 (22-23) for SSPC oversight of student academic representation governance and policy and to update the Academic Manual as appropriate. SSPC to also review student academic representation and report back to EdCom.
- Action: Dr Kathryn Woods to note and take forward.**

#### **65. Postgraduate Taught Survey Results**

- 65.1. Received - the paper at EDCOM 5-06 (22-23) introduced by the Chair and Professor Parama Chaudhury, Pro-Vice-Provost (Student Academic Experience), on behalf of Ms Sally Mackenzie who was unable to attend the meeting. The paper presented the results of the PGT survey pilot 2022 conducted by the OfS, including comparisons with other surveys,



66.5. **Approved:** the proposals at EDCOM 5-07 (22-23) for a personal tutoring review and establishment of the PTRSG, with a report and recommendations to be considered at the June and July EdCom meetings.

**Action: Action: Dr Kathryn Woods to note and take forward.**

**67. Student Protection Plan 2023-24**

67.1. Received the paper at EDCOM 5-08 (22-23) introduced by Ms Hannah Swallow, Compliance Manager and Ms Sarah Henderson, Senior Compliance Officer, Student and Registry Services. EdCom was asked to approve a new version of the Student Protection

EdCom noted that the updated plan, which was more student focused, was created by the SRS Compliance team with guidance from Legal Services to ensure OfS compliance. The SU had also provided feedback and work was undertaken with student representatives.

67.3. Approved Paper EDCOM 5-08 (22-23), the Student Protection Plan 2023-34.

**68. OfSTED Review of UCL Degree Apprenticeship Provision**

68.1. Received the paper at EDCOM 5-09 (22-23) introduced by Professor Norbert Pachler, Pro-Vice-

Irregularities (MI) and Late Extenuating Circumstances (LEC), affected by the COVID 19 pandemic and the return to campus. The Student Support Framework introduced for the current year should help to reduce the number of LEC requests in future.

- 69.3. EdCom was asked to consider how the report might inform on-going reviews of the academic regulations and whether there wa

- 71.2. The key responsibilities were to ensure that students were not unfairly disadvantaged in assessment and that academic standards and integrity were maintained. The EACP would also coordinate exam board guidance and provide reassurance to students as necessary. The terms of reference were largely unchanged, as well as the powers delegated from EdCom to make any necessary changes to the Academic Manual (Chapter 6, Annex 6.6.2).
- 71.3. EdCom noted the importance of collecting accurate information on lost teaching in order to enable mitigation for any student complaints. Some concerns were reported about possible identification of staff when recording the teaching information, though this was not the intention of the information request. The template provided to departments was set up so that individuals would not be identified. It was further suggested that guidance was provided to Heads of Department on the areas of work returning staff should prioritise.
- 71.4. **Approved** - Paper EDCOM 5-11 (22-23), the updated EACP terms of reference.  
**Action: Professor Norbert Pachler to note**

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

#### **72. Approval of New Programmes of Study**

- 72.1. Approved - the programmes of study recommended by PMAP at EDCOM 5-12 (22-23).

#### **73. Minutes of Sub-Committees and Working Groups**

- 73.1. Approved the minutes of the Degree Apprenticeships Steering Group (DASG) held on 21 November 2022 at EDCOM 5-13 (22-23).

#### **74. Any Other Business**

- 74.1. None received.

#### **75. Dates of Next Meeting**

- 75.1. The dates of the EdCom meetings for the rest of the 2022-23 session are:
- Tuesday, 25 April 2023, 14:00 - 16:30
  - Tuesday, 27 June 2023, 14.00 - 16:30
  - Tuesday 25 July 2023, 14:00 - 16:30

Rob Traynor (Interim EdCom Secretary)

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