

# **Education Committee Special Meeting: Temporary Operating Model**

**30 October 2020**

## **CONFIRMED Minutes**

Present:

Professor Anthony Smith (Chair)

Ms Wendy Appleby; Dr Simon Banks; Professor Clare Brooks; Professor Nora Colton; Ms Yasmeen Daoud; Dr Julie Evans; Dr Jo Fraser-Pearce; Professor Deborah Gill; Professor Alistair Greig; Professor Arne Hofmann; Mr Zak Liddell; Ms Blathnaid Mahony; Dr Helen Matthews; Mr Jim Onyemenam; Mr Derfel Owen; Professor Norbert Pachler; Professor Aeli Roberts; Mr Mike Rowson; Dr Bill Sillar; Professor Sam Smidt; Dr Hazel Smith; Dr Fiona Strawbridge; Professor Olga Thomas and Ms Lizzie Vinton.

In attendance: Professor Geraint Rees for Item 2 and Mr Rob Traynor (Secretary).

Apologies for absence were received from: Mr Ian David; Mr Ashley Doolan; Ms Megan Gerrie; Ms June Hedges and Professor Jane Holder.

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

#### **1. Welcome, Apologies and Announcements**

- 1.1. The Chair welcomed the EdCom members and Professor Rees to the Special Meeting, convened to discuss the Temporary Operating Model. The meeting was quorate.

2.2 The paper set out a number of recommendations to enable UCL to continue with its response to the COVID 19 pandemic in Terms 2 and 3. This was against a background of increasing infections nationally and uncertain future environment. Recommendations therefore needed to remain flexible to enable decisions, for example, to either increase or decrease Face to Face teaching, but were nonetheless required to provide some certainty for staff, students and partners. Once formally approved by AC, full communications to staff and students would be conducted with Communications and Marketing (CAM).

2.3. The key recommendations for EdCom to consider were as follows:

- Recommendations 1 and 2 – to warmly welcome returning students choosing to return to UCL after the Christmas closure and to confirm that online teaching and Face to Face activity (1-2 hours each week) would continue where safe and feasible, with alternative remote provision where not. This will enable flexibility to deal with increased or decreased COVID 19 rates.
- Recommendation 3 – to monitor Face to Face teaching take up from Term 1 and assess whether changes to teaching and learning spaces were required. Consideration will also be given to providing more space for Students' Union (SU) activities.
- Recommendation 4 – to continue to closely review student visa route (formerly Tier 4) implications and to deliver distance learning, but plan to move to Face to Face teaching where circumstances allowed.
- Recommendation 5 – timetabling for Terms 2 and 3 to be completed on the same devolved basis as for Term 1.
- Recommendation 6 – confirmation that no Face to Face invigilated examinations to take place in 2020-21, though the feasibility for some time-limited examinations for some subjects (e.g. Mathematics) will be considered.
- Recommendations 7, 8 and 9 – continuing the TOM into Terms 2 and 3 will affect any practical classes, projects or other activities that were deferred from Term 1 in the hope of delivering more Face to Face activity later. These will need to be reviewed and alternative provision given where needed. Field work can be provided where it has been approved and risk assessed. Student laboratory or practice-based projects that are an essential part of the curriculum will continue on campus, but where this is not deemed essential or cannot be accommodated, suitable online pr4atmf1 nu

The following points were noted in the discussion:

- a) Clarification of the TOM time-frame (in Recommendation 6) – it was noted that this referred to “2021” and was queried whether this meant the calendar year - for instance whether it would cover assessments for November 2021. It was clarified that the recommendation and the wider TOM refe

substantially across UCL departments and disciplines. Faculties and departments would need to consider where core teaching and additional activity lay when considering the operational management of their teaching.

2.5. Agreed –