

**K. A. Mitcheson** OBE MA

21 September 2006

## **COLLEGE NOTICE**

### **COLLEGE TUTORS**

Professor Paul Luckham in the Department of Chemical Engineering and Chemical Technology has been appointed as a College Tutor with effect from 1 October 2006 in succession to Mr David Robb. He joins the existing College Tutors, Professor David Lloyd Smith (Civil and Environmental Engineering), Dr Anna T. Thomas-Betts (Educational Quality Office), Mrs Margaret R. Cunningham (Computing) and Dr Ian J. Lean (Wye Campus).

College Tutors report to the Pro-Rector (Educational Quality) on all student welfare matters.

- **Casework**. College Tutors are happy to see any student, undergraduate or postgraduate, who would like to talk to them, in confidence, about any personal or academic problems. They liaise with the Registry, Academic Departments and all other appropriate agencies to resolve individual student difficulties. Through their knowledge of available student support facilities, such as the Student Counselling Service and the Disabilities Officer, they are also able to direct students to other sources of advice and assistance.
- **Discipline**. College Tutors deal with all disciplinary offences that fall outside the remit of Heads of Department, Wardens and the Students' Union. They liaise with Registry, Security and others on disciplinary hearings and are responsible for bringing charges against offending students.
- **Wardening**. College Tutors oversee the appointment of Wardens and Assistant Wardens and review performance for release from probation and renewal of contracts.
- **Committees**. College Tutors attend committees of the Senate and other committees to represent general student interests and to contribute to quality assurance.

They can be contacted as follows:

Mrs Margaret Cunningham: [m.cunningham@imperial.ac.uk](mailto:m.cunningham@imperial.ac.uk); telephone 020-7594 8277  
Dr Ian Lean: [i.lean@imperial.ac.uk](mailto:i.lean@imperial.ac.uk); telephone 020-7594 6029  
Professor David Lloyd Smith: [d.lloyd-smith@imperial.ac.uk](mailto:d.lloyd-smith@imperial.ac.uk); telephone 020-7594 6029  
Professor Paul Luckham: [p.luckham01@imperial.ac.uk](mailto:p.luckham01@imperial.ac.uk); telephone 020-7594 5583  
Dr Anna Thomas-Betts: [a.thomas-bts@imperial.ac.uk](mailto:a.thomas-bts@imperial.ac.uk); telephone 020-7594 6430

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College Secretary  
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