



Senate

Paper Title	Vice-Principal's (Public Engagement and Student Enterprise) Advisory Group Executive Summary of the meeting held on 29 June 2016, and Membership and Terms of Reference 2016-17
Outcome requested	Senate is asked to note the executive summary and the draft membership and terms of reference. The membership and terms of reference will be reviewed and approved at the 26 October 2016 meeting.
Points for Senate members to note and further information	This paper provides an overview of the issues considered at the Vice-Principal's Public Engagement and Student Enterprise Advisory Group on 29 June 2016.
Questions for Senate to consider	n/a
Regulatory/statutory reference points	n/a
Strategy and risk	n/a
Reporting/consideration route for the paper	For report to Senate.
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Sponsor	Professor Peter McOwan Vice-Principal (Public Engagement and Student Enterprise)



SENATE

VICE-PRINCIPAL PUBLIC ENGAGEMENT AND STUDENT ENTERPRISE ADVISORY GROUP

EXECUTIVE SUMMARY

MEETING HELD ON 29 JUNE 2016

1. Summary.

This report summarises the main areas of discussion of the Advisory Group to the Vice-Principal (Public Engagement and Student Enterprise) at the meeting held on 29 June 2016. For a full set of notes please contact the Secretary, Katherine Bevan k.bevan@qmul.ac.uk

2. Members Business.

This was the third and final meeting of the Group in the 2015/16 academic year. The following items were tabled:

a) Report of the Vice-Principal for Public Engagement and Student Enterprise.

Executive Officer Charlotte Thorley and Public Engagement Officer Bryony Frost would shortly be leaving their posts and were thanked for the important contributions that they had made to the formation of the Centre for Public Engagement (CPE) and to public engagement (PE) across the College. Kimberley Freeman had been appointed as the new Executive Officer and interviews for the post of Public Engagement Officer were to shortly take place.

The outgoing Dean for Taught Programmes for the Faculty of Humanities and Social Sciences (H&SS) Professor Omar Garcia was thanked for his significant enthusiasm and support to PE.

The Annual QMUL Celebration Event would be held on July 7th.

The first "Festival of Communities" event had taken place. An extensive amount of work had been carried out to achieve this, and that the event had been extremely successful. A significant amount of effort had been made by the College and also by a number of community partners.

The Neuron Pod had received finances from the Capital Project funding in order to make up the remainder of the amount needed to match that provided by the Medical Research Council. However, an element of re-engineering had subsequently been needed and the funder felt that it then didn't fit against the criteria that it had been judged upon originally. Discussions were noted as ongoing.

b) Reports from Faculty Representatives.

Reports were received from the Faculty of Science and Engineering and the School of Medicine and Dentistry (SMD).

The Group heard about a recent initiative between the School of Physics and Astronomy and the 'Letra e Ponto' organisation who work with schools in the Northern half of Brazil, to develop apps for curriculum support.

The Group also heard that Barts Cancer Institute had previously received a grant to set up walking tours of Barts Campus which included a history of the Barts Campus and a lab tour. Demand for the tours had subsequently exceeded all expectation. An interactive stand would be displayed at the Royal Society Summer Exhibition based upon the CANBUILD project (a collaboration between SMD, Cancer, Centre of the Cell and Engineering - Bioengineering) and which would highlight key messages about cancer. The CPE had devised and delivered a training course for the students who would be supporting the stand, and this had been well received.

c) Student Enterprise Update.

£21k had been awarded in the most recent round of 'Try It Grow It' from pitches received on Food Waste and Prosthetics. Across 2015/16, ~£75k in total had been awarded to 25 students. Two £10k 'Built-It' awards were also granted for the first time, one for the development of a prototype for a stroke rehabilitation device and the second for an app which would connect home cooks to take-aways.

The first East London Social hack was held during one weekend in March, where teams of students had worked in partnership with the Citizens Advice Bureau to solve local problems.

Sixty students had completed the 8-week inQUBEate mentoring programme which was itself shortlisted for an award

A significant increase in engagement with Student Enterprise was attributed to the visibility of the Makers Market and to the impact of initiatives such as inQUBEate and 'Start-up Stand-up'.

Careers and Enterprise had been able to raise one member of staff to 1.0 FTE using money obtained from the Higher Education Innovation Fund (HEIF). It was agreed that short term funding remained a key risk but that positive steps were also being taken to resolve this.

d) Centre for Public Engagement update.

The Group heard that the post of Community Engagement Officer was in the process of being extended to the end of July 2017 and that the London Citizens project would now be supported by the CPE at a smaller level than the 0.5 FTE of previous years. The Group agreed that the contract for the Floating Cinema should be renewed.

The Group heard that the Festival of the Communities was held over a two week period from May 21st to June 4th. This had consisted of thirty-one fringe events and two full days, one of which was at the Mile End campus and

another in Stepney Park. Over 3000 people had visited the festival and an evaluation of their experience was now in progress.

e) Student Union Business

The QMSU had started working with the 'Location Works' company to hire out locations across the campus for use in films. The QMSU had also been awarded funding for market segmentation research and would be working with 'Redbrick' from September. Community Sports were unsuccessful in their bid for funding from the Planning and Accountability Round, and would be run under a "shoestring" funding during 2016/17. It was hoped that other outreach exercises would allow additional PE-related sports activities to be offered.

3. Items for Discussion

The following items were tabled for discussion:

a) NCCPE Watermark

The Group were reminded that QMUL had applied for the NCCPE Public Engagement Watermark. A data audit, benchmarking, a survey of staff and students, follow-up interviews with stakeholders had been carried out, and information about PE within the institution had been provided as part of the application process. The Group received copies of the abridged NCCPE report written in response to the application, and the QMUL response to the discussion questions raised by the NCCPE. The documents would be circulated for wider consultation after meeting with the NCCPE on July 7th.

b) Public Engagement Strategy

The group received the most recent draft of the Public Engagement strategy. The new strategy will incorporate and address any issues raised in the detailed watermark evaluation report, and will then be circulated for wider consultation before going to Senate.

4. Reports from committees.

Reports were received from the following committees:

- a) Crime Reduction Partnership Meeting (28 January, and 12 May 2016);
- b) Museum and Galleries Management Group (Pathology Museum) (12 April 2016);
- c) Centre of the Cell (06 April 2016);

5. Dates of meetings in 2016/17.

There would be four meetings in 2016/17 to be held as follows:

26 October 2016, 15:30 – 17:00. Robert Tong Room, Queens' Building.
01 February 2017, 14:00 – 15:30. Robert Tong Room, Queens' Building.
26 April 2017, 14:30 – 16:00. LG01, Peoples Palace.
26 July 2017, 14:30 – 16:00. Robert Tong Room, Queens' Building.



Vice-Principal (Public Engagement and Student Enterprise)

Advisory Group

Membership and Terms of Reference 2016-17

Background

The Vice-Principal (Public Engagement and Student Enterprise) has responsibility for public engagement and student enterprise at QMUL. This work is supported by a number of groups. Every other month the Centre for Public Engagement meets, supported by cross-disciplinary topic working group meetings with relevant stakeholders. Student enterprise work is supported by the student employability work governed by the Education Quality Board and the Careers department. These meetings are designed to ensure that public engagement and student enterprise activities are timely, well-communicated, prompting effective action and providing the opportunity to develop new initiatives. The Vice-Principal (Public Engagement and Student Enterprise) Advisory Group takes a more strategic role including governance issues and, consequently, meets for longer but less frequently with the flexibility to hold meetings in more varied formats (e.g. workshops or seminar mode, or by email or online conversation if timings do not allow for bringing people together).

Terms of Reference

- To take responsibility for the Public Engagement Strategy as developed by the Centre for Public Engagement and approved by QMSE and Council, monitoring progress against targets. Making recommendations to QMSE and Council on proposed policies and procedures that relate to Public Engagement and Student Enterprise.
- To consider draft policies related to public engagement and student enterprise before they are put before QMSE for approval.
- Making recommendations to QMSE and advising the Vice-Principal on the operation of policies related to public engagement and student enterprise
- Other matters referred to the Vice-Principal by Senate and QMSE.
- Identifying and sponsoring appropriate initiatives for:
 - Enhancing quality engagement and enterprise activity across the College;
 - Promoting the integration of engaged approaches into research, scholarship, learning and teaching
 - Encouraging innovation and sharing of best practice
 - Supporting development of staff through reward of engagement and enterprise skills

- Ensuring integration of support across all aspects of the college, including professional services
- Developing appropriate high quality provision and support for measuring the impact of engagement and enterprise activities, ensuring such activities can contribute to college wide activities such as the REF
- Receiving updates on related Task and Finish Groups
- Receive reports on large Public Engagement and Student Enterprise projects, including Centre of the Cell, considering issues arising and seeking College-wide solutions to matters of concern
- Receiving updates on other significant related Public Engagement and Student Enterprise projects, such as People's Palace Projects

The core membership is:

Vice-Principal (Public Engagement and Student Enterprise), Chair

Faculty Representatives:

Faculty of Humanities and Social Sciences	Dr Colleen Cotter
Faculty of Science and Engineering	Professor David Berman
School of Medicine and Dentistry	Dr Rob Bennett

Sabbatical officer and Staff member from the Students' Union:

Miranda Black, Student Union President
Mike Wojcik, Student Union Executive Office

Chairs of relevant Task and Finish groups

TBC

Representatives of relevant Professional Services departments

Public Engagement:	Sarah Barnes
Business Development:	Dr Sally Burtles
Marketing and Communications:	Tania Rhodes-Taylor
Research Impact	David Steynor

Executive Officer (Public Engagement and Student Enterprise)

Kimberley Freeman

By invitation/in attendance:

Secretary

Katherine Bevan, ARCS

Community Engagement Officer, Centre for Public Engagement

Sarah Gifford

To attend for appropriate reporting:

Careers and Enterprise: Brown	Abi Sharma (Emily Huns) / Rachel
Centre of the Cell: Centre for Public Engagement	Fran Balkwill Professor Mike Curtis
Pathology Museum:	Carla Valentine, Steve Moore

People's Palace Projects:
CERN@School:
Artistic Group
Crime Reduction Partnership
Sustainability

Rosie Hunter
Professor Becky Parker
Paul Edlin
TBA
Kerry Horvath