



Senate

Paper Title	Minutes of the meeting of Senate held on 15 December 2016.
Outcome requested	Senate is asked to approve the minutes of the last meeting
Points for Senate members to note and further information	n/a
Questions for Senate to consider	n/a
Regulatory/statutory reference points	n/a
Strategy and risk	n/a
Reporting/consideration route for the paper	Senate to approve.
Authors	Jane Pallant, Deputy Academic Registrar
Sponsor	Professor Simon Gaskell, President and Principal

Senate

Minutes of 15 October 2016 (unconfirmed)

Present:

Professor Simon Gaskell (Chair)	Sumeera Ahmad	Professor Rob Allaker
Dr Aylin Baysan	Miranda Black	Professor Alison Blunt
Dr John Buchanan	Professor Edmund Burke	Dr Jenny Chamarette
Dr Colleen Cotter	Dr Sebastian del Bano Rollin	Professor Markman Ellis
Dr Danè Goodsman	Professor Lucinda Hall	Professor Matthew Hilton
Professor Boris Khoruzhenko	Professor David Lee	Professor Rebecca Lingwood
Professor Seán McConville	Dr Michael McKinnie	Professor Peter McOwan
Dr Kamyar Mehran	Professor Valsamis Mitsilegas	Dr Chris Philips
Professor Richard Pickersgill	Dr kitt price	Dr Mark Roberts
Dr Isobel Roele	Professor David Sadler	Professor Julia Shelton
Professor Robbie Shilliam	Professor Adrian Smith	Professor William Spence
Dr Anwar Tappuni	Professor Steve Thornton	Dr Christopher Tyson
Professor Wen Wang		

In attendance:

Dan Burke	Jonathan Morgan	Professor Mike Noon (for Professor Frances Bowen)
Jane Pallant (Secretary)		

Apologies:

Professor David Arrowsmith	Professor James Busfield	Dr Melania Capasso
Professor Mike Curtis	Professor Jack Cuzick	Professor Graham Hitman
Dr Henri Huijberts	Dr Andrejs Ivanov	Manur Khan
Professor Rafael Leal-Arcas	Professor Nicholas Lemoine	Professor Spyros Maniatis
Dr Sandra Nicholson	Professor Mauro Peretti	Petros Petrikkos
Professor Thomas Prellberg	Jane Reid	Professor Anthony Warrens
Professor Geraint Wiggins		

Part 1: Preliminary items

Minutes of the previous meeting (SE2016.23)

2016.46 Senate **approved** the minutes of the meeting held on 13 October 2016.

Matters arising and Chair's action

2016.47 Senate **noted** the detail of a matter approved by Chair's action since the last meeting. Dr Martin Carrier's tenure as Chair of the Assessment Offences Panel had been extended until October 2019. Senate extended its thanks to Dr Carrier for his important contribution to this area of work.

President and Principal's Report

2016.48

The President and Principal **reported** that:

- (i) The Higher Education Bill was expected to reach the committee stage in the House of Lords by early 2017. Some minor amendments to the Bill had been made during its consideration but the issues relating to institutional autonomy and the preservation of the reputation of UK Higher Education remained to be addressed.
- (ii) The Home Office had announced that it planned to consult on changes to the student immigration system in autumn 2017. It was expected that the consultation would focus on possible differential rules and procedures for Tier 4 sponsors according to an institution's track record for quality and compliance. Universities UK and the Russell Group continued to provide a robust response to the student visa debate with the aim of securing an immigration system that enabled universities to recruit and retain talented staff and students from across the world.
- (iii) Preparations for the Research Excellence Framework were underway for 2021. The Vice-Principal (Research) was leading on QMUL's response to the independent review of the Research Excellence Framework, led by Lord Sterne.
- (iv) QMUL would submit for assessment in phase two of the Teaching Excellence Framework. The assessors would review a number of metrics that had been selected to measure teaching excellence and institutions would submit a narrative, to include the student voice, to supplement their metric data by the 26 of January 2017
- (v) Council had approved Senate's recommendation to endorse the assurance statements relating to academic standards and quality in the Higher Education Funding Council for England (HEFCE) Annual Provider Review. Senate would discuss preparations for the 2016-17 return at future meetings of Senate.
- (vi) Phase one of the Teaching Excellence Framework enabled institutions to increase tuition fees from £9000 to £9250. Tuition fees had been carefully considered by Queen Mary Senior Executive and it had been agreed that an increase would be applied to new entrants from 2017-18, but that this would not apply to continuing students.

Vice-Principals' Reports (SE2016.24a-SE2016.24g)

2016.49

Senate **received** a report from the Vice-Principal (Health), (SE2016.24a). Members **noted** that:

- (i) HEFCE had announced that an additional 1500 MBBS places would be made available across England, and had invited expressions of interest from individual institutions. The School of Medicine and Dentistry (SMD) had confirmed its interest in securing additional MBBS students, noting that it had created

three new MBBS streams: medical leadership, patient centeredness and primary care medicine. There was concern that the increase in numbers could limit the number of clinical placements available in the Essex region and discussions were underway between SMD and universities in East Anglia to address this potential problem.

- (ii) Following the success of a preliminary submission, SMD's Barts Cancer Institute had been awarded £12.2m over five years for the renewal of the Cancer Research UK Barts Centre. The centre aimed to impact on cancer treatment by reducing the burden of disease through: prevention; increased chances of survival through early detection and diagnosis; and the discovery and development of innovative therapies.
- (iii) The SMD Athena SWAN self-assessment team was working towards the renewal of the Silver award and the submission of a Silver application from the Institute of Dentistry.

2016.50

Senate **received** a report from the Vice-Principal and Executive Dean (Humanities and Social Sciences), (SE2016.24b). Members **noted** that:

- (i) The Faculty of Humanities and Social Sciences had changed its governance structure from December 2016 to include Heads of School in the Faculty Executive. The rationale for this change was to ensure that good practice was recognised and shared across all schools; additionally, the inclusion of Heads of School on the executive group would facilitate collective responsibility and effective communication.
- (ii) The Queen Mary Institute in the Social Sciences and Humanities (Q-ISSH) had been launched as an ideas-generating hub. Q-ISSH sought to enable inter-disciplinary and cross-disciplinary conversations by bringing together world renowned expertise, both internal and external to QMUL. The Institute enabled engagements between the Faculty's fifteen Research Centres and would have a different thematic focus each year.

2016.51

Senate **received** a report from the Vice-Principal and Executive Dean (Science and Engineering), (SE2016.24c). Members **noted** that:

- (i) The Faculty had focused on the Planning and Accountability Review (PAR) during autumn 2016. The Faculty Executive had met with each of the Faculty's schools to discuss the previous academic year, covering issues related to the student experience, the identification of best practice and a celebration of excellence. The Faculty's approach to PAR was informed by its over-arching strategic aim, *'to build on its existing strength and to raise its performance and profile so that it is recognised as one of the leading science and engineering faculties in the UK, for its research education and outreach provision, and contributes in full to QMUL's ambition to be ranked in the top 10 in the UK.'*
- (ii) Several of the Faculty's students had been involved in the Formula Student Project. This involved 43 students from eight schools

working together to represent QMUL in the global racing car completion organised by the Institution of Mechanical Engineers. The project involved a number of diverse activities from technical analysis to administration. The Faculty planned to continue its involvement in this project and to explore the possibility of integrating it within the QMUL Model.

2016.52

Senate **received** a report from the Vice-Principal (Student Experience, Teaching, Learning), (SE2016.24d). Members **noted** that:

- (i) Over 5,000 students had responded to the Queen Mary Student Survey (QMSS) and the QMUL Arrivals Survey during October 2016, with response rates of 30% and 33% respectively. Over 90% of QMSS respondents had indicated that they would recommend QMUL to others. The TEF working group would review QMUL's surveys to ensure that these remained effective and served to underpin planning processes for the enhancement of the student experience.
- (ii) A Task and Finish Group on Feedback had been established to help support improvements in student satisfaction in this area. The Group had begun its consideration of a range of recommendations made by QMSU relating to student expectations of academic feedback.
- (iii) QMUL was establishing a partnership with Cambridge Education Group (CEG) Digital to develop a range of high-quality online programmes. It was the intention that four new flexible and part-time postgraduate programmes would be delivered primarily online. CEG Digital would help QMUL to develop, market and deliver the new provision both in the UK and internationally, with programmes led by QMUL academics.
- (iv) Exploratory work with QMUL staff and employers was underway to consider the establishment of new degree apprenticeship programmes. The BSc in Digital and Technology Solutions offered by the School of Electrical and Electronic Engineering continued to flourish and had secured a new employer partner.
- (v) A task and finish group had been established to undertake a review of QMUL's Access Agreement. This strategic review would allow QMUL to reflect on the spending commitment to date and to consider the future balance of spending between financial support for students, outreach, and student engagement, retention and success.
- (vi) A key focus for the Engagement, Retention and Success (ERS) team during 2016-17 was the transition into higher education and the first year experience. The ERS team in partnership with colleagues from Learning Development and the Centre for Academic Practice and Professional Development (CAPD) had set up a programme of events, Building the First-Year Experience, to share good practice and develop an understanding of the issues students face at this transition point.

- (vii) Some revisions had been made to QMUL's approach to the appointment of Honorary and Visiting Staff. The principal changes included the development of an Areas of Contribution framework, and a clarification of the categories of 'Honorary' and 'Visiting' staff.

2016.53

Senate **received** a report from the Vice-Principal (Research), (SE2016.24e). Members **noted** that:

- (i) A task and finish group had been convened to review research support services at QMUL. The group planned to map existing research support together with any gaps, noting what was working well and any improvements that might be made. The group planned to report its findings in March 2017.
- (ii) A Strategic Grants Advisory Group had been established to make recommendations to the Vice-Principal (Research) on the identification of strategic grant opportunities, the facilitation of the best possible applications and the support mechanisms required to achieve these aims.
- (iii) The Life Sciences Institute was working closely with the London Borough of Tower Hamlets to develop 7,000 metres of hoardings in the area that would cover the planned works in Whitechapel. The first of these hoardings would be placed outside the old Royal London Hospital site on Whitechapel Road and would feature a summary of the history of the Royal London Hospital, the School of Medicine and Dentistry and QMUL more generally, as well as a summary of the plans for the Life Sciences Institute.

2016.54

Senate received a **report** from the Vice-Principal (International), (SEN2016.24f) Members **noted** that:

- (i) International student recruitment for 2016-17 entry had been positive in the context of competitor activity and reflected the challenges posed by the external environment. International undergraduate student numbers were up by 3.5% to 876; international postgraduate taught student numbers increased by 4.5% to 1710. Recruitment from the European Union had increased by 4.3% for undergraduate students (to 459) and postgraduate research students by 17.2% (to 109). QMUL had had its largest intake of new students from over 30 countries including India, China, France, Greece, Belgium, Spain, Poland and the Netherlands.
- (i) The Vice-Principal's (International) tour of India in November 2016 included participation from ten schools and institutes. The visit tied in with the ministerial delegation to India led by the Prime Minister. QMUL signed a Memorandum of Understanding with Vellore Institute of Technology (VIT) to offer three full PhD waivers per year to qualified students and staff from VIT who applied to undertake postgraduate research study in the Faculty of Science and Engineering. The visit would help QMUL further strengthen its links with partners in India. The Vice-Principal

(International) had also visited China to meet with partner universities and would visit the Middle East and Pakistan in April 2017.

- (ii) Initiatives to support increased participation in outward student mobility were underway. An academic lead for outward student mobility had been appointed in October 2016 and a Go Global Fair had been held in the same month. The fair had been successful in its aim to raise awareness of the range of opportunities for current students and had attracted over 600 attendees. Work was also in progress to address financial barriers to participation in study abroad opportunities.
- (iii) The Vice-Principal (International) had attended a roundtable event for eight Vice-Chancellors and Pro Vice-Chancellors with responsibility for international activity at the House of Lords, hosted by Lord Karan Bilimoria and organised by Sannam S4, QMUL's partner in India. The discussion had focused on the positive economic impact made by international students and the need for collective action in an uncertain external environment.

2016.55

Senate **received** a report from the Vice-Principal (Public Engagement and Student Enterprise), (SE2016.24g). Members **noted** that:

- (i) QMUL had been awarded the National Co-ordinating Centre for Public Engagement (NCCPE) Gold award level Engage Watermark, recognising the institutional cultures supporting excellence in public engagement. QMUL's position as a leader in public engagement had resulted in several requests from other universities and research institutions for support and advice on a strategic approach to public engagement.
- (ii) The Centre for Public Engagement had collaborated with Fast Track Impact and the NCCPE to develop a toolkit and advice booklet for evaluating public engagement projects.
- (iii) The Centre for Public Engagement continued to award funding (supported by HEIF funds) to academic and student led public engagement projects and initiatives across QMUL.
- (iv) The Centre of the Cell was pleased to announce that planning permission had been granted for the construction of a new science education space, a 'Neuron Pod'. The pod would be a ten metre-high external structure due to be completed in December 2017.
- (v) A Social Enterprise Festival had been planned for February 2017 in collaboration with City University. The festival aimed to increase student engagement in social enterprise, increasing employer engagement with this sector, and promoting enterprise support programmes across both institutions.

Students' Union President's report

2016.56

The Students' Union President **reported** that:

- (i) The Students' Union had been very busy with its 'Freeze our Fees' campaign and a motion by the Student Council to boycott the National Student Survey (NSS). The motion was passed and QMSU was working out the details of who would lead on this matter and to what extent Barts and the London Student Association was mandated to adopt the boycott. QMSU had raised with NUS how students might make their views heard if they chose not to participate in the NSS and it was recommended that comments might be recorded on module evaluation forms.
- (ii) The Students' Union was working on its student experience seminar which would take place early in 2017. The theme of the event for the 2016-2017 academic year was 'Learning Resources'.
- (iii) The 2016-17 QMSU Education Awards would take place in March 2017. The event celebrated the contributions of staff and students to the improving the student experience with awards made to nominated course representatives and to teaching and support staff.

Part 2: Matters for information

Presentation from the Vice-Principal (Public Engagement and Student Enterprise)

2016.57 Senate **received** a presentation from the Centre for Public Engagement on its work. Members **noted** the following:

- (i) That the Centre for Public Engagement was pleased to announce two recent key appointments: Kimberly Freeman, Executive Officer for Public Engagement and Manager, Centre for Public Engagement; and Sarah Barnes, Public Engagement Officer.
- (ii) The Centre for Public Engagement offered a number of services to staff and students, including bespoke services for particular projects. The team offered fortnightly public engagement surgeries which were open to all.
- (iii) A community engagement map was in development; this would depict the multiple interactions that QMUL has with its local community and would go live early in 2017.
- (iv) Student enterprise offered various schemes to train, mentor, support and fund student business ideas. The student enterprise web pages provided a useful resource for students together with recent success stories.
- (v) Senate members were invited to explore the Centre for Public Engagement's excellent web resources for more detailed information on the Centre's work and current projects.

QMUL Model (SE2016.25)

2016.58 Senate **received** an oral update on the QMUL Model, together with the QMUL Model risk register.

- 2016.59 Members **noted** that there was a great deal of important work underway for the launch of the QMUL Model in 2017. Each school and institute had a designated person working on the QMUL Model, providing a network of colleagues who were able to share good practice and work to resolve any common problems.
- 2016.60 Members further **noted** that learning outcomes for QMUL Model modules had been developed through a working group dedicated to this activity. The learning outcomes had been defined at levels 4,5, 6 and 7 and would be attached to the QMUL Model-specific modules.
- 2016.61 Senate **agreed** that the mitigation plan for Risk 11 on the risk register would be reviewed before the next iteration of the register to provide more detail on the management of student expectations when a popular module was over-subscribed.

Part 3: Matters for consideration

Partnerships Ethical Policy (SE2016.26)

- 2016.62 Senate **considered** and **approved** a revised Partnerships Ethical Policy.
- 2016.63 Members **noted** that the revised Policy outlined the principles through which QMUL would ensure that its educational partnerships were consistent with Queen Mary's Purpose and charitable aims, supported the achievement of the QMUL Strategy and embodied the QMUL Values that underpinned them. The Policy also made reference to other relevant QMUL policies.

Revised Terms of Reference for Joint Clinical Research Board (SE2016.27)

- 2016.64 Senate **received** revised Terms of Reference for the Joint Clinical Research Board (JCRB). Members noted that the establishment of formal governance arrangements for the joint oversight of clinical trials through a JCRB had been recommended by the Medicines and Healthcare Products Agency (MHRA), following an inspection visit. A task and finish group had been formed to implement the MHRA recommendations and this group had developed the terms of reference for the JCRB.
- 2016.65 Senate **approved** the revised terms of reference subject to the inclusion of a statement to indicate that the Board would keep under review the proportionality between compliance risks and actions taken to mitigate them.

Suspensions of Regulations (SE2016.28)

- 2016.66 Senate **received** a report on requests for suspensions of regulations received during October and November 2016.
- 2016.67 Senate **noted** the detail of the requests and their outcomes. Members **agreed** that, for the future, these reports would be submitted to the March and October meetings of Senate

Foundation Studies

- 2016.68 Senate **received** an oral update on the proposal for the establishment of a new unit to have oversight of foundation provision which had been discussed at the

October 2016 meeting of Senate. Members **noted** that meetings had been held with the Vice-Principal and Executive Dean for each Faculty, and with Heads of School and other key members of staff to discuss the proposals in more details

2016.69 Senate **noted** that the revised proposal was for a Foundation Studies College, along the lines of the Doctoral College. The aim of the Foundation Studies College was to coordinate all aspects of foundation programmes, to allow strategic growth in foundation provision, to share experience and provide a clearer identity for prospective applicants and students.

2016.70 Senate members agreed that further time would be necessary to consider a written summary of the proposals outside the meeting. Members further agreed that Senate would continue to explore possible models for the management of QMUL's foundation provision to ensure that recruitment levels and the student experience remained competitive for the future.

Honorary Degrees and Fellowships of QMUL (SE2016.29) confidential

2016.71 Senate **approved** for recommendation to Council the following nominations of the Honorary Degrees and Fellowships Committee as follows:

- (i) The award of Doctor of Sciences (DSc) to: Jeremy Curtis; Professor Simon Peyton Jones; Professor Karen Vousden; Professor Rosemary Wyse.
- (ii) The award of Doctor of Letters (DLitt) to: Peter Florence; Professor John Roemer; Peggy Shaw; Dr Guðni Thorlacius Jóhannesson.

2016.72 Senate **noted** the nominations for election as fellows of QMUL which would be considered for approval by Council: Sir Marcus Setchell; Kazi Ruksana Begum; Rt Hon. Lord Hain of Neath, Baron; Jane Hill; Daljit Nagra; Dr Robert Naismith; Robert Peston; Virginia Simpson.

Senate Members' Handbook (SE2016.30)

2016.73 Senate **received** a draft handbook to assist Senate members in their roles. Members were invited to provide comments outside the meeting if they wished to make any additions to the handbook.

2016.74 Members discussed Senate's responsibilities with regard to equality and diversity and **agreed** that it would be helpful to have a presentation on Equality and Diversity from QMUL's Diversity and Inclusion Manager at its next meeting.

Part 4: Reports from sub-boards of Senate

Taught Programmes Board (SE2016.31)

2016.75 Senate **noted** the report from the Taught Programmes Board which detailed academic developments considered between September and November 2016.

Education Quality Board (SE2016.32)

2016.76 Senate **noted** the report from the Education Quality Board which detailed key items of business considered at the meeting held on 16 November 2016.

Research Degrees Programmes and Examinations Board (SE2016.33)

2016.77 Senate **noted** the executive summary of business considered by the RDPEB between October and November 2016.

Partnerships Board (SE2016.34)

2016.78 Senate **noted** the executive summary of the meetings of the Partnerships Board held between September and November 2016.

Vice-Principal's (Research) Advisory Group (SE2016.35)

2016.79 Senate **noted** the executive summary of the Vice-Principal's (Research) Advisory Group held on 28 November 2016.

Vice-Principal's (International) Advisory Group (SE2016.36)

2016.80 Senate **noted** the executive summary of the Vice-Principal's (International) Advisory Group held on 27 October 2016.

Part 5: Other matters

Dates of meetings in 2016-17

2016.81 Senate **noted** that the next meetings of Senate would be held as follows:

- Thursday 9 March 2017
- Thursday 8 June 2017