



Senate

Paper Title	Vice-Principal's (Public Engagement and Student Enterprise) Advisory Group Executive Summary of the meetings held 23 November 2016 and 01 February 2017, Membership and Terms of Reference
Outcome requested	Senate is asked to note the executive summary and approve the Terms of Reference for 2016-17.
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 meetings of 23 November 2016 and 01 February 2017.
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

Meetings held on 23 November 2016 & 01 February 2017

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 meetings held on 23 November 2016 and 01 February 2017. For a full set of notes please contact the Secretary, Katherine Bevan k.bevan@qmul.ac.uk

2. Members Business.

These were the first two (of four) meetings of the Group in the 2016/17 academic year. The following items were tabled:

a. Terms of Reference and Membership.

At the 23 November meeting the Vice-Principal conducted the annual review of the Group's membership and terms of reference. The following changes were agreed:

- i. Changes in core membership:
 - a. Addition of Research Impact Manager (David Steynor);
- ii. Changes in attendees for appropriate reporting:
 - a. The Centre for Public Engagement representative will now attend for appropriate reporting only;
 - b. A Sustainability representative (Kerry Horvath) has been added.
- iii. For information, there have been a number of personnel changes as follows:
 - a. Faculty Representatives: Dr Colleen Cotter has replaced Professor Omar Garcia for the Faculty of Humanities and Social Sciences;
 - b. Student Union President: Miranda Black is the new Student Union President;
 - c. Professional Services Representatives: Public Engagement Officer: Sarah Barnes has replaced Bryony Frost; Executive Officer: Kimberley Freeman has replaced Charlotte Thorley.

The approved membership and terms of reference are included at the end of this paper.

b. Report from the Vice-Principal for Public Engagement and Student Enterprise.

- i. Kimberley Freeman and Sarah Barnes were welcomed to QMUL, having recently joined in the roles of Executive Officer and Public Engagement Officer respectively;
- ii. QMUL had been awarded the 'Gold' National Coordinating Centre for Public Engagement (NCCPE) Watermark;

- iii. A toolkit was to be shortly made available for those who are learning to evaluate their public engagement activities. The toolkit had been developed in collaboration with the NCCPE;
- iv. A meeting had taken place between the Vice-Principal (Public Engagement and Student Enterprise), the Vice-Principal (Student Experience, Teaching and Learning), the Vice-Principal (Research), and Queen Mary Innovation, regarding the introduction of an Entrepreneur in Residence scheme. The scheme would give something back to those who mentor students and members of academic staff to develop their business ideas;
- v. Preparations were underway for the forthcoming (February 7th) Engagement and Enterprise Awards. The Group had noted the high quality of applications and the resulting impressive shortlist of nominees.

c. Centre for Public Engagement

- i. Work was in train to review existing funding, training, and services offered by the Centre for Public Engagement (CPE), based upon feedback received. It was likely that current schemes would change in order to keep them in line with other QMUL initiatives, and that the accompanying guidance and process would also change. The changes proposed as a result of this review would be presented to the Group for feedback prior to confirmation;
- ii. A number of training programmes were launched at the end of January, attended by over 30 staff and students. Positive feedback had been received so far;
- iii. The February meeting received an informative presentation from Liam Harney from the School of Geography regarding the QMUL Community University Partnership (CUP) Project. The Group heard that CUPs broker permanent relationships between universities and communities, combining knowledge from within the university with skills and resources from within the community, in order to address pressing social issues. Work had started in September, with thirteen organisations in the E14 area. A report containing recommendations on how to develop a CUP at QMUL was expected in June 2017.

d. Community Engagement

- i. Work at the start of 2016/17 was mainly focussed on public and patient engagement, working with the newly appointed Public Patient Engagement Lecturer, Alison Thomson;
- ii. The 2017 Festival of Communities would be held on the weekend of May 20th and 21st, with the first day in Stepney Green Park, and the second on the Mile End campus. The event aimed to showcase QMUL research, teaching, and charity work, and would include QMSU Makers Market, QMSU sports activities, and Sustainability events;
- iii. Work had begun on the Blue Plaque project which aimed to celebrate 20 individuals who had contributed to QMUL, and to bring people onto the campus via audio and walking tours.

e. Student Enterprise

A social enterprise festival was planned in partnership with City University to be held on 17th-24th February. The festival would be aimed at students and local social enterprises, and would be spread across both sites. Activities planned for QMUL included a Social Enterprise boot camp, information sessions from QLegal and QNomics, and a Social Enterprise Marketplace.

f. Environmental Sustainability

A report was received on a number of key events led by the Sustainability Team. These included twenty bicycle maintenance and security sessions scheduled across QMUL during 2016/17, Bike Week (a five day event to be held during the second week of May), Fair Trade Fortnight (from February 27th), and Green Mary Week (from March 13th). The team were also collaborating with security regarding a spate of cycle thefts and cycle safety issues along the canal.

g. Research Impact

The new Research Impact Manager, David Steynor was welcomed to the Group. Immediate work priorities included ensuring that staff were using the Elements system to upload research outputs, and the formation of a network through which to disseminate information. Work was also starting towards the first status review of REF preparations, with the Vice-Principal (Research) scheduled to meet with all schools and institutes in April and May.

h. Reports from Faculty Representatives

- i. Humanities and Social Sciences: A number of relevant curriculum developments were in progress, including the New MSc Creative Industries and Arts Leadership, and the MA Heritage Management. The School of Economics and Finance were planning a Young Entrepreneur Initiative, and an Economics Games Fair. There was also a significant amount of public engagement work within the access agreement, including funding for Summer Schools – Drama (Looked After Children), and ‘Creating a Language’;
- ii. Science and Engineering: One key highlight was from the School of Physics and Astronomy was that of “Pale Red Dot” – the search for Earth-like planets around Proxima Centauri. Both CNN and the New York Times had covered the subsequent news of evidence for an Earth-like planet. The project had embedded public engagement within its activities with a blog running from Day 1, which had maximised public interest. The School of Mathematical Sciences had received £10k for a summer school from the David and Claudia Harding Foundation;
- iii. Medicine and Dentistry: Extensive involvement in public engagement through the MBBS and BDS programmes was noted. The Neuron Pod at the Centre of the Cell was now fully funded as QMUL has supplemented the grant received from the Wellcome Trust, Barts and The London Charity, and others. Planning permission had been secured and the Project Board was in progress with construction to follow. The East London Genes and Health project was engaged with the local population in terms of recruiting the required numbers of healthy volunteers. The Animal Replacement Centre of Excellence funded by the Dr Hadwick Trust had been recently launched, which aimed to develop non-animal research methods for cancer.

i. Reports from Professional Services

- a. Marketing and Communications: Support was provided for the Living Wage Foundation as part of preparations for the London Living Wage Week. This included support for the rebranding from the “Living Wage Foundation” to the “Real Living Wage”.
- b. Research Services and Business Development: Phase 1 (Pre-award) of the Research Grants Management System (RGMS) work was progressing well. The new system would have an online pre-costing questionnaire and would prompt researchers to contact the public engagement team for advice. Training for

Schools/Institutes on the RGMS was to be implemented soon, with the system to be piloted in schools during the first quarter of 2017. Subject to satisfactory progress, the RGMS would go live across QMUL in April, running in parallel with the old system until the end of the 2016/17 academic year.

j. Student Union

A number of new initiatives were to be put in place for 2016/17. These included the Societies Excellence award, and the RAG brokerage service for charities to promote challenge activities to QMUL students. There were a number of new student-led community projects, mainly by students from Barts and the London e.g. Mental Health Awareness, and Cancer awareness. The 'Teddy Bear Hospital' had been expanded. The student union radio station had been relocated to the Student Union Hub where it was now much more accessible. Commercial outlets across campus were becoming involved with Food Bank partnerships e.g. Hackney Shelter. Coffee beans in college outlets were now Fair Trade and sourced directly from Rwanda.

3. Matters for discussion

a. Pathology Museum Five Year Plan

Professor Brian Colvin presented the second Museums and Galleries Five Year Strategic Plan, the contents of which would contribute towards an application for accreditation with the Arts Council. The Group were supportive of the application, with the Executive Officer able to provide assistance in supporting the transition towards museum status. Professor Colvin would shortly be meeting with the Vice-Principal (Health) and the School of Medicine and Dentistry Chief Operating Officer to discuss further.

b. Music at QMUL

Dr Paul Edlin presented a summary of the recent musical activities and partnership highlights. These included the Centre for History and Emotions collaboration with Barts Pathology Museum, London Chamber Orchestra with Global Shakespeare, St Pauls Way Trust School, Cadogan Hall, and the Centre for Digital Music. Discussions were in progress to bring international artists to QMUL, and the possible hosting of a Music and Science festival in 2018.

4. Reports from committees.

Reports were received from the following committees:

- i. Crime Reduction Partnership Group;
- ii. CERN@School;
- iii. Centre of the Cell Management Group;
- iv. Peoples' Palace Projects.

5. Dates of remaining meetings in 2016-17.

26 April 2017, 14:30 – 16:00. Law 3.08B.

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:	Abi Sharma (Emily Huns) / Rachel Brown
Centre of the Cell:	Professor Fran Balkwill
Centre for Public Engagement	Professor Mike Curtis
Pathology Museum:	Carla Valentine, Steve Moore
People's Palace Projects:	Rosie Hunter
CERN@School:	Professor Becky Parker
Artistic Group	Dr Paul Edlin
Crime Reduction Partnership	TBA
Sustainability	Kerry Horvath