



**Senate**

<b>Paper Title</b>	Minutes of the meeting of Senate held on 12 October 2017.
<b>Outcome requested</b>	Senate is asked to <b>approve</b> the minutes of the last meeting
<b>Points for Senate members to note and further information</b>	n/a
<b>Questions for Senate to consider</b>	n/a
<b>Regulatory/statutory reference points</b>	n/a
<b>Strategy and risk</b>	n/a
<b>Reporting/consideration route for the paper</b>	Senate to approve.
<b>Authors</b>	Jane Pallant, Deputy Academic Registrar
<b>Sponsor</b>	Professor Colin Bailey, President and Principal

## Senate

### Minutes of 12 October 2017 (unconfirmed)

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#### Present:

Professor Colin Bailey (Chair)	Professor Amrita Ahluwali	Professor Rob Allaker
Professor David Arrowsmith	Dr Mark Baxendale	Dr Ginestra Bianconi
Professor Alison Blunt	Professor Warren Boutcher	Professor Frances Bowen
Dr John Buchanan	Professor Edmund Burke	Dr Sadhvi Dar
Dr Madeleine Davis	Dr Richard Grose	Professor Boris Khoruzhenko
Professor Rebecca Lingwood	Professor Simon Lucas	Professor Peter McOwan
Professor Sandra Nicholson	Mary Ojo	Professor Phoebe Okowa
Dr Eranjan Padumadasa	Professor Richard Pickersgill	Professor Mauro Perretti
Dr Chris Phillips	Dr Isobel Roele	Dr Mark Roberts
Professor Bill Spence	Dr Anwar Tappuni	Professor Steve Thornton
Dr Christopher Tyson	Professor Tim Warner	Rachel Catherine Yafet
Yasir Yeahia		

#### In attendance:

Kaya John (minutes)	Jonathan Morgan	Jane Pallant
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#### Apologies:

Professor David Adger	Dr Aylin Baysan	Dr Andrejs Braun
Dr Adrian Briggs	Dr Colleen Cotter	Professor Jack Cuzick
Dr Sebastian del Bano Rollin	Dr Matthias Dittmar	Professor Adam Fagan
Dr Danë Goodsman	Professor Lucinda Hall	Professor Matthew Hilton
Dr Henri Huijberts	Professor Julian Jackson	Dr Robert Janes
Professor Rafael Leal-Arcas	Professor David Lee	Professor Nicholas Lemoine
Professor Spyros Maniatis	Professor Seán McConville	Ruari McGowan
Dr Michael McKinnie	Dr Kamyar Mehran	Professor Valsamis Mitsilegas
Professor Sujoy Mukerji	Dr Jason Niggli	Tawab Rahmani
Ms Jane Reid	Professor Julia Shelton	Professor Robbie Shilliam
Professor Wen Wang	Professor Anthony Warrens	Professor Ferranti Wong

### Part 1: Preliminary items

#### Minutes of the previous meeting (SE2017.01)

2017.01 Senate **approved** the minutes of the meeting held on 8 June 2017.

#### Matters arising (SE2017.02)

2017.02 Members **noted** that the Education Quality and Standards Board (EQSB) had considered QMUL's policies on late work penalties and the policy on final module marks at its meeting on 20 September 17. Members further noted that

it had been agreed by EQSB that these policies would not be subject to further review during 2017-18, but could be discussed again in future.

2017.03 Senate endorsed the recommendation of EQSB that schools and institutes should be encouraged to distribute submission deadlines more widely throughout the year in order to reduce assessment 'bottlenecks' and discourage late submission.

#### **Terms of Reference and membership (SE2017.03)**

2017.04 Senate **noted** and **approved** its Terms of Reference and membership, subject to one amendment. The reference to 'The Students' Union VP Education and Welfare' within the membership list would be amended to read 'The Students' Union VP Education' in acknowledgement of the revision of posts within QMSU. New members were welcomed to their first meeting of Senate.

#### **Indicative annual business plan (SE2017.04)**

2017.05 Senate **approved** its indicative annual business plan for 2017-18, noting that additional items would be added to meeting agendas as appropriate.

#### **President and Principal's Report**

2017.06 The President and Principal **reported** that:

- (i) The Government had announced that tuition fees would be frozen at £9,250 until 2019. Financial forecasting at QMUL, which had accounted for tuition fees rising at the rate of inflation, would be revisited in the light of this announcement.
- (ii) In addition to the freeze on tuition fees, the earnings threshold for loan repayments would be raised from £21,000 to £25,000.
- (iii) The International Passenger survey had indicated that fewer international students were overstaying their visas than had been reported by Government estimates. QMUL, together with the rest of the HE sector, would continue work to support the removal of international student numbers from net migration.
- (iv) The Education Select Committee had launched an inquiry into value for money in higher education. Universities had been invited to provide evidence to the Committee and QMUL would be providing a response. Part of this exercise would include the need to demonstrate the benefits of universities and their role in shaping societies.
- (v) Undergraduate student retention continued to be an issue for QMUL, particularly at the progression point between year one and year two. Additional support mechanisms were being put in place to address student engagement and retention.
- (vi) Other areas of focus for QMUL included monitoring degree attainment, a deeper analysis of National Student Survey (NSS) scores and work to improve highly skilled employability outcomes.

- (vii) Work was underway in preparation for the Research Excellence Framework (REF) 2021 which would include the return of 100% of research active staff.
- (viii) QMUL was working closely with Barts NHS Trust and Tower Hamlets Council as part of the Life Sciences Initiative. The collaboration aimed to drive the regional agenda for life sciences, boosting skills and encouraging investment in local talent to underpin this important work.
- (ix) QMUL could be regarded as one of higher education's best kept secrets with high-calibre staff and excellent students; however, it would be important to raise awareness of its work and achievements, and work was on-going with regard to the promotion of QMUL's reputation.
- (x) QMUL faced a number of challenges in the coming academic year, including the need to make savings across the institution to fund investment in the estate and in information technology architecture and systems.

#### **Vice-Principals' Reports (SE2017.05a-SE2017.05f)**

2017.07 Senate **received** a report from the Vice-Principal (Health), (SE2017.05a). Members **noted** that:

- (i) The MBBS Malta programme had recruited 44 students for 2017-18. The main teaching campus was scheduled for completion in August 2018, with student accommodation and The Sir Michelangelo Refalo Sixth Form building completed and in use for the 2017-18 cohort.
- (ii) Recruitment across SMD programmes had been strong for 2017-18 entry. The NSS results for Dentistry had been lower than in the previous year and the Institute of Dentistry was working closely with students to address areas of dissatisfaction highlighted by the 2017 survey.
- (iii) SMD had remained resilient in a challenging overseas market and had been pleased to exceed its recruitment targets for preclinical medicine and dentistry, and for non-clinical undergraduate programmes.
- (iv) SMD had been awarded £11.7 million in research funding during period 12 (1st July – 31st July 2017). Indicative awards included: *Action on Salt* (China) Global Health Research Unit, £6.6 million, National Institute for Health Research (Wolfson); *Definition and Functional Characterisation of Follicular Lymphoma-propagating cell populations*, £1.4 million, Cancer Research UK; *Improving outcome for patients with poor risk acute myeloid leukaemia*, £1.1 million, Cancer Research UK (Barts Cancer Institute).
- (v) SMD was preparing its final submission for the Athena Swan Silver award. There had been a dedicated communications plan to celebrate successful women within SMD.

- (vi) A number of SMD staff had some individual successes in both teaching and research since the start of the autumn term: Professor Ania Korszun (Wolfson) had been awarded a National Teaching Fellowship by the Higher Education Academy; Professor Jack Cuzick (Wolfson) had been granted a Lifetime Achievement Award by Cancer Research UK in recognition of his sustained research into cancer prevention and detection; Professor Jack Cuzick, Professor Mark Caulfield Professor Panos Deloukas and Professor Patricia Munroe (William Harvey Research Institute) had been named amongst the top 1% most highly cited researchers in the world.

2017.08

Senate **received** a report from the Vice-Principal and Executive Dean (Humanities and Social Sciences), (SE2017.05b). Members **noted** that:

- (i) The Faculty of Humanities and Social Sciences had hosted an event on 13 September 2017 to welcome new academic staff, including nine Leverhulme Early Career Fellows, to the Faculty and to QMUL more widely.
- (ii) Progress was underway to enhance the Faculty's work in recruitment and admissions. School-level activity and discussion were highlighted at the Dean for Taught Programmes Advisory Group (DTPAG) and its new offshoot, the DTPAG-Executive (a subset of academic leads who are charged with strategy decisions), and confirmed at the Faculty Executive meeting. The collective School and Professional Services efforts had been effective in improving applicant conversion and had achieved an increase in firm acceptances for undergraduate programmes, despite a decrease in applications. Clearing and confirmation activities in all schools deserved a commendation for the hard work in this connection. The Faculty was also pleased that recruitment to its postgraduate taught programmes had exceeded the anticipated target.
- (iii) The Faculty was delighted to welcome 89 Chevening Scholars from 56 different countries around the world. This would be a record year for the Faculty, and meant that Queen Mary was one of the most popular destinations for students with these prestigious awards.
- (iv) Professor Valsamis Mitsilegas, Dean for Research, would be the academic lead for international activity from September 2017 until the end of May 2018. The Faculty was also pleased to announce the return of Professor David Adger who would cover the role of Head of the School of Languages, Linguistics, and Film on an interim basis.

2017.09

Senate **received** a report from the Vice-Principal and Executive Dean (Science and Engineering), (SE2017.05c). Members **noted** that:

- (i) The Faculty had enjoyed a successful recruitment cycle, achieving its intake targets for undergraduate and postgraduate taught recruitment, both home and overseas. There had also been strong

recruitment to target to both programmes offered in partnership with Nanchang University and Beijing University of Posts and Telecommunications. The Faculty's new Joint Educational Institute with North Western Polytechnic University in Xi'an had also exceeded its recruitment target for its first year of operation.

- (ii) Dr Hicham Adjali has been appointed as the new Director of Foundation Education with effect from 1 August 2017. Dr Hicham would be working on the development of the Foundation Programme and the delivery of personal development activities for students on Transnational Education (TNE) provision. The Vice-Principal and Executive Dean (Science and Engineering) expressed thanks to Dr Chris Faulkes, for his hard work and commitment to the Science and Engineering Foundation Programme during a time of great change for the programme.
- (iii) The Faculty's Student Experience Manager had been working with the Dean for Taught Programmes to analyse data on the student experience in order to develop an understanding of the relationship between different metrics, including class size and student satisfaction, and the correlation between individual survey questions and overall student satisfaction.
- (iv) The Faculty's Schools had developed a set of strategic aims based on the student experience together with school-level student experience action plans. The Dean for Taught Programmes, Deputy Dean for Student Experience and the Faculty Student Experience Manager would work with Directors of Taught Programmes to develop and implement these action plans. The plans would be used to capture school activities in relation to the student experience which would feed into the Student Experience Action Matrix developed by the Teaching Excellence Framework (TEF) working group.

2017.10

Senate **received** a report from the Vice-Principal (Student Experience, Teaching and Learning) (SE2017.05d). Members **noted** that:

- (i) The recruitment picture for new undergraduate students in 2017-18 indicated totals of 4,090 Home/EU students and 1,013 international students. For postgraduate taught programmes, anticipated enrolment was 1,547 for Home/EU students and 2,347 for international students. Modelling exercises indicated that there might be an augmentation of these figures by 1 December 2017.
- (ii) Results for the NSS and Postgraduate Taught Experience Survey 2017 (PTES) had been published over the summer. In the NSS, QMUL's overall satisfaction score was 83.41%, which was 0.77% below the sector average (84.18%), placing QMUL nationally at 90th of 146 institutions. At subject level, the results had been more positive: 16 subjects had overall satisfaction scores higher than the average sector satisfaction, and 14 subjects were below this average. NSS response rates had been affected by the National Union of Students' boycott. As a result, the response rate (58%) had been lower than for previous years. PTES results were comparable with those of 2016, which meant that improvements

since 2015 had been consolidated. The highest levels of satisfaction were for Teaching and Learning (81.5%) but, as with the NSS, the lowest score related to the promptness (56.3%) and usefulness (63%) of feedback.

- (iii) The first of the new Queen Mary Online programmes, an MA in International Relations, had launched on 18 September 2017. Work was underway to launch the next set of programmes, together with the identification of other programmes for development in future.
- (iv) The Higher Education Academy has announced its award of National Teaching Fellowships for 2017. Two members of QMUL had been successful: Professor Ania Korszun, from the Wolfson Institute of Preventive Medicine, and Dr Hasan Shaheed, from the School of Engineering and Materials Science, bringing QMUL's total of National Teaching Fellows to eleven.
- (v) Senate members were invited to attend the annual Teaching and Learning Conference and Drapers' Lecture would be held on Wednesday 17 January 2018, based on the theme "*Rethinking Assessment and Feedback*".

2017.11

Senate **received** a report from the Vice-Principal (Research), (SE2017.05e). Members **noted** that:

- (i) A letter of intent had been signed between Barts Health NHS Trust and QMUL for the purchase of land at Whitechapel to support joint aspirations in the life sciences. The agreement would provide QMUL with sufficient land to develop 40,000 square metres of space that would support research, innovation, translation, education and public and patient engagement activities.
- (ii) Panos DeLoukas, Professor of Cardiovascular Genomics at the William Harvey Research Institute had been appointed as the new Dean for Life Sciences. The Dean would play a key role in the next stage of the development of the life sciences initiative.
- (iii) The Higher Education Funding Council for England (HEFCE) had released initial decisions on some aspects of the REF2021 in early September and a summary of key points had been circulated to Schools and Institutes. Changes included an increase in the importance of impact and the requirement for the submission of 100% of research active staff. Some preliminary modelling of the overall potential effects of these changes had been undertaken and shared with Faculties. Further information on output portability and staff selection was expected in autumn 2017.
- (iv) Following consultation with Schools and Faculties on the best use of external assessors, the dry-run timetable for 2018 had been approved by the Vice-Principal's (Research) Advisory Group and QMSE and would be circulated to Schools and Institutes. Full guidance notes and templates would be circulated by the end of October.

- (v) The final meeting of the Research Support Services Review had been held in September 2017. A report on the findings and recommendations of the group would be published following approval from QMSE.
- (vi) The Vice-Principal (Research) was a member of the Open Research Data Task Force. The task force had been established by the Minister for Universities and Science to produce a 'roadmap' and recommendations for national open research data infrastructure. The group's first report, which described current landscape, had been published in June 2017. QMUL researchers had provided input to a number of case studies that were planned to be published later this year, and the final report would be presented early in 2018.

2017.12

Senate **received** a report from the Vice-Principal (Public Engagement and Student Enterprise), (SE2017.05f). Members **noted** that:

- (i) Nominations were due to open for the next annual Engagement and Enterprise Awards and the awards ceremony would take place in early 2018. The awards sought to recognise excellence across public engagement, media relations, enterprise and student enterprise.
- (ii) The Centre for Public Engagement (CPE) had recently re-launched its successful large grants scheme, with updated criteria, to improve support for engagement activities across QMUL. The scheme had received 19 applications in 2017.
- (iii) The CPE had recently expanded its training provision for QMUL staff and students with the launch of new courses and a new timetable. New courses included: *"Introduction to evaluating public engagement and Impact"*, and *"Applying for public engagement funding"*, and the popular *"Introduction to public engagement"* course would now run more frequently during the year.
- (iv) The Enterprise team had secured a new funding deal with Santander that would fund a new fixed-term Enterprise Programme Coordinator post in the team to help with the adaptation of InQUBEate (QMUL's start up incubator programme) from an extracurricular to an in-curricular module.
- (v) Ariel Kamara, a 2014 Design Engineering graduate and winner of a £5,000 qEnterprise 'Grow It' award, had won the semi-finals in the 'post-revenue' category of the Santander Universities Entrepreneurship Awards for his business 'Kam Alive'.
- (vi) Jamie Crummie, a 2016 Law graduate and winner of a £5,000 qEnterprise 'Grow It' award had won the 'UnLtd Social Entrepreneur of the Year' award in June 2017 for his social enterprise 'Too Good To Go' that prevents food waste from restaurants going to landfill. This was the second time a QMUL student has been awarded the prestigious title.



- (vii) QMUL had received 'Highly Commended' in the UnLtd HEI Recognition Awards in the category 'Innovation in Partnership & Ecosystem Development'. This was in recognition of the Social Enterprise Festival that qEnterprise had hosted in collaboration with City University.

### **Students' Union President's report (SE2017.06)**

2017.13

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

- (i) A priority for QMSU during 2017-18 was to support QMUL in addressing the Black and Minority Ethnic (BME) attainment gap. Along with a focus on diversifying the curriculum, QMSU had also been working to identify environmental factors which contributed to the BME attainment gap at QMUL.
- (ii) The QMSU Vice President Education, had been working with the Head Librarian, and other members of the 24-hour library working group, to provide a 24-hour library service for students throughout the academic year. QMSU were currently proposing to extend the 24 hour opening throughout the summer in order to support Postgraduate students.
- (iii) Four representatives from the Barts and the London Student Association (BLSA) Board had visited Gozo in September to meet the new MBBS students. The BLSA Board members had also met representatives from the Malta Medical Students Association to discuss how students could get involved in academic, sporting and social opportunities in Gozo. Work was ongoing to elect a Gozo Representative for the BLSA Board and to elect and train a course representative for the cohort. It was noted that QMSU had been given a range of opportunities, including membership of key committee meetings, to be involved with decision-making processes concerning Malta.
- (iv) QMSU had launched its first ever series of events to celebrate Black History Month in October. The aims of the Black History Month work were to create a safe space for black students on campus, increase their participation in QMSU events and to foster social cohesion between all students. It was hoped that the series of events would help increase in voter turnout and nominations from black students in the 2018 QMSU elections.
- (v) QMSU was working with ARCS to review the current format for Student Staff Liaison Committees (SSLCs). It was felt that it would be timely to refresh the use of these meetings with a view to addressing any inconsistencies between departments in terms of their effectiveness.

## **Part 2: Matters for information**

### **Teaching Excellence Framework (SE2017.07)**

2017.14

Senate **received** an update from the Vice-Principal (Student Experience, Teaching and Learning). Members **noted** the following:

- (i) In June 2017 QMUL had been awarded Silver in the TEF Year 2 exercise. This had been in line with expectations. A lessons-learned exercise had been undertaken by institutions and other bodies across the sector which had informed revisions in the specifications for TEF Year 3 and Year 4; a report of an independent review was expected later in 2017.
- (ii) The Department for Education would hold subject-level pilots for TEF Year 3 and had requested submissions from institutions that wished to participate. The pilots would involve (a maximum of) 40 institutions piloting one of two suggested models; an exception model which would look at subjects where metrics were not in line with the level of institutional award (Model A) and a 'bottom-up' model (Model B) where each subject was assessed with narrative submissions being submitted for seven subject areas in order to evaluate these in line with the award given at provider level. Following consideration at the TEF Working Group, QMSE had agreed that it would be beneficial for QMUL to volunteer for the 'Model A' pilot. Successful institutions would be notified at the end of October 2017 however it was felt that a shadow exercise would still be undertaken in the event that QMUL was not chosen to take part in the pilot.

### QMUL Model (SE2017.08)

2017.15

Senate **received** an update paper on the QMUL Model. Members noted the following:

- (i) The Vice-Principal (Student Experience, Teaching and Learning) expressed thanks to all those who had been involved with the development of the QMUL Model. It was pleasing to see the first cohort of students participating in the QMUL Model in 2017-18 and this was as a result of the hard work of colleagues.
- (ii) The next phase of the project involved the development of level 5 and Level 6 Model modules together with work to develop modules which spanned the disciplines and included opportunities for working outside QMUL, including work with small businesses and charities.
- (iii) A series of face-to-face training sessions for personal tutors had been organised. These sessions would embed the skills review and other issues to be discussed with first year students.

2017.16

Senate **agreed** that the risk register should be amended to include the risk of students attaining less well if they undertook a module outside their home school or institute.

## Part 3: Matters for consideration

### **Freedom of Speech (SE2017.09)**

2017.17 Senate **received** the Freedom of Speech Policy for consideration, following Senate's decision to review the policy annually. Members noted that the Freedom of Speech Policy had been revised during 2015-16 and the annual review was suggested by Senate to ensure that the Policy was operating as intended. Senate agreed that there would be no further amendments to the Policy during 2017-18 and that it would be reviewed again in 2018.

### **HEFCE Annual Provider Review (SE2017.10)**

2017.18 Senate **received** and **approved** the Annual Assurance Report 2016-17. The report had been prepared to assist Council with its role in providing assurances on the academic standards and quality of QMUL's provision, in line with the requirements of the HEFCE Annual Provider Review.

### **Honorary Degrees and Fellowships (SE2017.11)**

2017.19 Senate **approved** for recommendation to Council the nominations for Honorary Degrees and Fellowships of QMUL. It was hoped that these would be awarded at the December 2017 graduation ceremonies to coincide with the anniversary of The People's Palace.

### **Research Misconduct Policy (SE2017.12)**

2017.20 Senate **received** a revised Joint Policy Statement on Research and Misconduct. A Task and Finish Group had undertaken a review of the former Policy on Research Misconduct and the revised approach was also under consideration by the relevant committees of Barts Health NHS Trust. Senate **approved** the revised Policy.

### **Dignity at QMUL (SE2017.13)**

2017.21 Senate **received** the Dignity at QMUL Statement for consideration which had been developed by the Equality and Diversity Steering Group. Members **noted** that the statement formed part of a larger piece of work on preventing harassment, bullying and hate crime which would include the appointment and training of Disclosure Officers to support QMUL's work in this connection. Senate approved the statement in principle but agreed that formal approval would be given when the statement was considered alongside the supporting guidance for students and staff.

### **Fitness to Practise and Professional Capability Regulations (SE2017.14)**

2017.22 Senate **considered** and **approved** the updated memberships for the Professional Capability Committee and the Fitness to Practise Committee.

2017.23 Senate **considered** some minor revisions to the Professional Capability and Fitness to Practise Regulations. Senate **approved** the revisions subject to a clarification on paragraph 32 which would be considered by Chair's Action outside the meeting.  
*Secretary's note: this has now been approved.*

### **Suspension of Regulations (SE2017.15)**

2017.24 Senate **noted** the Suspension of Regulations Annual Summary Report Members noted that many of the requests for suspensions of regulations were avoidable, further noting that it was important to avoid these issues in the future. Senate **agreed** that it would continue to monitor these requests at its meetings in October and June.

#### **Part 4: Reports from sub-boards of Senate**

##### **Taught Programmes Board (SE2017.16)**

2017.25 Senate **approved** the Taught Programmes Board Terms of Reference and Membership for 2017/18 and **noted** the proposals relating to the programme and module academic development which took place between 23 May 2017 and 27 September 2017.

##### **Education Quality and Standards Board (SE2017.17)**

2017.26 Senate **approved** the Education Quality & Standards Board Terms of Reference and Membership for 2017/18 and **noted** the summary report of the meeting held on 20 September 2017.

##### **Research Degrees Programmes and Examinations Board (SE2017.18)**

2017.27 Senate **noted** the executive summary of business considered by the Research Degrees Programmes and Examinations Board at meetings held between June 2017 and September 2017.

##### **Partnerships Board (SE2017.19)**

2017.28 Senate **noted** the executive summary of business considered by the Partnerships Board between May 2017 and July 2017.

##### **Ethics of Research Committee (SE2017.20)**

2017.29 Senate **noted** the executive summary of business considered by the Ethics of Research Committee and **approved** the updates to the Terms of Reference and Membership.

##### **Vice-Principal's (Public Engagement and Student Enterprise) Advisory Group (SE2017.21)**

2017.30 Senate **noted** the executive summary of business and **noted** the draft Terms of Reference for 2017-18.

##### **Vice-Principal's (Research) Advisory Group (SE2017.22)**

2017.31 Senate **noted** the executive summary of the Vice-Principal's (Research) Advisory Group held on 27 September 2017.

#### **Part 5: Other matters**

##### **Dates of meetings in 2017-18**

2017.32 Senate **noted** that the next meetings of Senate would be held as follows:

- Thursday 7 December 2017
- Thursday 15 March 2018
- Thursday 7 June 2018