



Senate

Paper Title	Minutes of the meeting of Senate on 5 December 2013.
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, Principal

Senate

5 December 2013

unconfirmed minutes

Present:

Professor Simon Gaskell (Chair)	Professor David Adger	Professor John Allen
Dr Melania Capasso	Dr Jenny Chamarette	Gaby Dale Leal
Professor Virginia Davis	Professor Susan Dilly	Georgina Eliot
Professor Markman Ellis	Professor Omar Garcia	Professor Joy Hinson
Professor Atholl Johnstone	Professor George Kapetanios	Professor Boris Khoruzhenko
Professor Jeremy Kilburn	Deliya Kim	Professor Steve Lloyd
Professor Spyros Maniatis	Professor Peter McOwan	Professor Valsamis Mitsilegas
Professor Miles Ogborn	Professor Amrita Ahluwalia (for Professor Mauro Perretti)	Dr Nicholas Ridout
Sarah Sarwar	Professor William Spence	Dr Anwar Tappuni
Professor Anthony Warrens	Professor Mike Watkinson	Professor Olwyn Westwood
Professor Ferranti Wong		

In attendance:

Wendy Appleby	Dan Burke	Jane Pallant
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Apologies:

Dr Adrian Bevan	Professor James Busfield	Professor Jack Cuzick
Dr Bridget Escolme	Professor Graham Hitman	Dr Henri Huijberts
Dr Robert Janes	Professor Martin Laffin	Professor Nicholas Lemoine
Professor Mauro Perretti	Professor Miri Rubin	Professor Morag Shiach
Professor Adrian Smith	Professor Richard Trembath	Dr Christopher Tyson
Dr Nasir Warfa	Professor Mike Watkinson	

Part 1: Preliminary items

Minutes of the last meeting (SE2013.19)

2013.53 Senate **approved** the minutes of the meeting held on 3 October 2013, subject to the amendment of a typographical error.

Matters arising (SE2013.20)
from minutes 2013.50-2013-51

2013.54 Following discussions regarding the issue of smoking on campus at its last meeting, Senate **noted** that the smoking policy was currently under revision. The new policy would cover the provision of dedicated smoking areas and the enforcement of the no-smoking policy.

Chairman's action (SE2013.20)

2013.55 Members **noted** that that Dr Martin Carrier's tenure as Chair of the Assessment Offences Panel had been extended by a further three years. This extension had been approved by Chair's action on behalf of Senate.

President and Principal's report

2013.56 The President and Principal **reported** that:

- (i) The Chancellor's Autumn Statement had contained some significant issues for the higher education sector. An additional 30,000 student places would be made available for 2014/15 entry with the cap on student numbers to be abolished entirely for 2015/16. A commitment to increased funding for STEM (Science, Technology, Engineering and Mathematics) subjects had been revealed, together with the creation of 20,000 funded apprenticeships.
- (ii) Members noted that the increased student numbers would be helpful to Queen Mary's recruitment planning for 2014/15; however, the sector required further clarification on the recruitment of students with European qualifications. Colleagues would be advised further on these issues as more information became available.
- (iii) The increasing number of private providers of higher education had tested the current government with respect to appropriate legislation. Universities UK (UUK) had rejected proposals for regulation without a higher education bill, and a working group of UUK (chaired by the President and Principal) had been established to explore the legislative issues in detail. Senate would be kept informed as the group's work progressed.
- (iv) The 2013/14 recruitment cycle had seen an increase in student numbers since 2012/13, but these were below planned targets for the year. Adjustments to budgets would be made and these modifications would reflect a commitment to retain the same level of surplus, enabling the continued investment in QML's infrastructure and the generation of new initiatives.
- (v) The Research Excellence Framework submission (REF) was a credit to Queen Mary; all contributors were thanked for their extraordinary efforts in this connection.

- (vi) Discussions had taken place with the Students' Union and the Islamic Society with regard to accommodation for communal Friday prayers. Queen Mary provided facilities for private prayer and contemplation in the multi-faith centre; other facilities were dedicated to the delivery of education and so could only be made available for additional activities when these were not in use for teaching. The Students' Union confirmed that the Islamic Society was content with the agreed arrangements following negotiations; discussions had been focussed on the Society's logistical requirements with regard to its request for accommodation. Members **noted** that the Society had rebutted any external accusations made during the negotiation process.

President's report

2013.57 The Students' Union President **reported** that:

- (i) The QM Skills project had reached the final stage of planning. This project provided the Students' Union with the opportunity to record the engagement of students in activities outside their timetables, enabling an individualised portfolio which also included careers planning and workshop attendance.
- (ii) The employment task and finish group had identified the need for students' employability skills to be embedded in the curriculum. The project for undergraduate students to undertake research was an important part of this development, and the Students' Union would apply for a Westfield Grant in order to support this activity.
- (iii) Community development would be enhanced through a festival planned for July 2014. The aim of the festival was to raise the profile of the community liaison projects that were available to students.
- (iv) The Students' Union was organising a winter ball, the first to be held at Queen Mary in a decade.
- (v) Students were involved in an audit of space across Queen Mary, with a formal report on the outcomes of this audit planned for early 2014.

Part 2: Matters for information

Research Excellence Framework

- 2013.58 Senate **received** an oral report on the REF submission from the Vice-Principal (Research).
- 2013.59 The Deans for Research and colleagues from schools and institutes were commended for working very hard to complete an excellent REF submission during an already busy period. Adrian Smith, Anne Donaldson, Daniella Samos and Nick Sarson were commended for their outstanding work in the central team.

- 2013.60 The focus for the future would be to move away from tactics and concentrate on strategy. Members **noted** that discussions were underway with regard to a new research strategy, drafts of which would be considered at future meetings of Senate.
- 2013.61 Two new research consultation groups had been established with representation from research staff at all levels; these groups would consider issues affecting research and would also provide input in to the new strategy. Members **noted** that the students as researchers project would also feed in to the future strategy.

Significant academic developments (SE2013.21)

- 2013.62 Members **received** a paper summarising significant academic developments from the three faculties.
- 2013.63 The Vice-Principal and Executive Dean (Science and Engineering) informed Senate of the doctoral training programme to be offered with the Natural Environment Research Council (NERC). Members **noted** that both the School of Biological and Chemical Sciences and the School of Mathematical Sciences had been successful in obtaining silver (SBCS) and bronze (SMS) Athena Swan awards.
- 2013.64 The Dean for Education in the School of Medicine and Dentistry **reported** on some recent appointments within the Faculty of Health. Professor Mark Caulfield had been named the Chief Scientist of Genomics England and Professor Kam Bhui had been appointed editor of the British Journal of Psychiatry. Members **noted** that Barts Cancer Institute had retained its status as one of 17 *Cancer Research UK* centres of excellence.
- 2013.65 Members **noted** that the Faculty of Humanities and Social Sciences had formed the Queen Mary Centre for Poetry: an interdisciplinary centre to support the study, composition and performance of poetry. Members further **noted** that an Academic Director had been appointed to Global Shakespeare, a collaboration with the University of Warwick.
- 2013.66 Senate **noted** the development of the Centre for Mind and Society which would provide a spring board for research across all three faculties.

Strategic plan

- 2013.67 Members **received** from the President and Principal an oral report on the development of the strategic plan.
- 2013.68 Members **noted** that a new draft of the strategic plan would be available early in 2014; colleagues would have the opportunity to comment on this draft.

Timetable working group (SE2013.22)

- 2013.69 Senate **received** a report on action taken since its last meeting to address

issues arising from the implementation of the SMART project.

2013.70 Members **noted** the following:

- (i) That a timetable working group had been established. The group met each week and comprised members from across the three faculties;
- (ii) The timetable software was due to move to the new data centre in mid-January 2014.
- (iii) A review of the timetable project had been commissioned. The outcomes of this review would impact future IT implementation projects; members **noted** that Senate would receive a summary of the review's recommendations at a future meeting.

Degree Awarding Powers

2013.71 Members **received** an oral report on progress with the process of changing the legal name of Queen Mary and the exercise of Degree Awarding Powers.

2013.72 Members **noted** that the first Queen Mary University of London award had been made to a PhD student from the School of Physics. Members further **noted** that approximately 75% of students had chosen to receive the Queen Mary award; Senate would be advised of the final position once the deadline had closed for students to confirm their choice.

Part 3: Matters for consideration

Student Experience, Teaching, Learning and Assessment Strategy (SETLA): programme level survey (SE2013.23)

2013.73 Senate **considered** the report following the consultation on the proposals for a programme-level survey. Members were invited to submit any further comments on the proposals by the 2 January 2014.

2013.74 Members **noted** that a pilot survey would be conducted in March 2014, with the final survey proposals submitted to the June 2014 meeting of Senate for approval.

2013.75 The Students' Union was thanked for organising the focus groups as part of the consultation process.

Annual Programme Review (SE2013.24)

2013.76 Senate **considered** proposals for changes to the Annual Programme Review process.

2013.77 Members **noted** that minor changes were proposed for 2013/14 with greater

change planned for 2014/15 and beyond. For future years, the process would include a programme-level health check and meetings would be brought forward to the end of semester one.

2013.78 Senate **approved** the changes to the Annual Programme Review process.

Queen Mary Citation Policy (SE213.25)

2013.79 Senate **considered** and **approved** a revised citation policy.

Research Data Management Access Policy (SE2013.26)

2013.80 Senate **considered** and approved a revised research data management access policy.

2013.81 Senate **noted** the establishment of a Research Data Management Group to oversee the implementation of the new policy, and to provide support and guidance for QML staff; members endorsed the work of the Group in this connection.

Queen Mary Policy on Research Integrity (SE2013. 27)

2013.82 Senate **noted** that a new QML policy on research integrity was being developed under the auspices of the Ethics of Research Committee. Members sanctioned this development and **noted** that the final draft policy would be submitted to the June 2014 meeting of Senate.

Queen Mary Language Strategy

2013.83 Senate **received** an oral report on the development of the Queen Mary Language Strategy. Members **noted** the following:

- (i) That the Students' Union had conducted a helpful survey which had revealed that Spanish, French, Arabic and Mandarin were the most popular choices for students wishing to undertake further language study.
- (ii) The survey had indicated that students were happy to pay for additional language tuition, provided that the cost of this was not prohibitively expensive.
- (iii) The evaluation of existing modules within the credit framework was almost complete and discussions would be held with the Academic Secretariat with regard to the integration of the strategy with the Academic Regulations.

Honorary Degrees and Fellowships (SE2013.28) confidential minute

- 2013.84 Senate **considered** the honorary degree nominations recommended by the Honorary Degrees and Fellowships Committee. Members **agreed** that the recommendations would be submitted to Council for final approval.

Assessment Governance Task and Finish Group (SE2013.29a)

- 2013.85 Senate **considered** a number of recommendations from the assessment governance task and finish group relating to eligibility for award. Members commended the summary paper which provided a very clear context for the issues under discussion.
- 2013.86 Senate **agreed** that there was a need to change the regulations on eligibility for award. Members endorsed the work of the task and finish group to date and **agreed** with the proposed regulatory review process.
- 2013.87 Members **noted** that schools, institutes and the Students' Union would be consulted early in 2014, with a report on progress to be made at the March 2014 meeting of Senate.

Examination Board Chairs (SE2013.29b)

- 2013.88 Senate **approved** the list of examination board chairs for 2013/14 and endorsed the arrangements for the approval of this role.

Discretion (SE2013.29c)

- 2013.89 Senate **considered** proposals relating to QML's discretion procedures and **approved** a review of these procedures to be coordinated by the Assessment Governance Task and Finish Group.
- 2013.90 Members **noted** that there was some appetite for a borderline policy, further noting that it was important to ensure that the important distinction between any borderline policy and the use of discretion was explored as part of the task and finish group's remit.
- 2013.91 Members **agreed** that it would be important to recognise disciplinary differences as part of the review exercise.

Postgraduate external member's report 2012/13 (SE2013.29d)

- 2013.92 Senate **considered** the report of the External Member of the Postgraduate Degree Examination Boards. Members **noted** the following:
- (i) That it would be helpful for the Degree Examination Board (DEB) reports to have a column for the dissertation mark. Members **agreed** that this request should be prioritised by IT services in time for the next

set of DEBs.

- (ii) That the maximum duration of study issue raised by the external would be discussed further in tandem with the eligibility for award review.
- (iii) The external member had noted the changes to QML's award rules made for 2013/14 and had endorsed these amendments.

Suspension of regulations report October-December 2013 (SE2013.29e)

- 2013.93 Senate **considered** the report of requests for suspensions of regulations.
- 2013.94 Members **noted** that it was important for Heads of School/Institute to encourage colleagues to adhere to the academic regulations, and to determine whether further guidance was required with regard to the correct implementation of any aspect of the regulations.
- 2013.95 Members **agreed** that it was helpful for Senate to continue to monitor requests for suspensions of regulations.

Part 4: Reports from sub-boards of Senate and Vice-Principals' groups

Taught Programmes Board (SE2013.30)

- 2013.96 Senate **approved** the terms of reference and membership for the Taught Programmes Board.

Research Degrees Programmes and Examinations Board (SE2013.31)

- 2013.97 Senate **noted** the executive summary for the Research Degrees Programmes and Examinations Board for the period September 2013 to November 2013.
- 2013.98 Senate **approved** the terms of reference and membership for the Board.

Educational Partnerships Board (SE2013.32)

- 2013.99 Senate **noted** the executive summary for the Educational Partnerships Board.
- 2013.100 Senate **approved** the Board's terms of reference and membership.

Ethics of Research Committee (SE2013.33)

- 2013.101 Senate **approved** the terms of reference and membership for the Ethics of Research Committee.

Vice-Principal's (Teaching and Learning) advisory group (SE2012.34)

2013.102 Senate **noted** the executive summary of the Vice-Principal's (Teaching and Learning) Advisory Group meeting held on 20 November 2013.

Vice-Principal's (Research) advisory group (SE2012.35)

2013.103 Senate **noted** the executive summary of the Vice-Principal's (Research) Advisory Group meeting held on 14 October 2013.

Part 5: Other matters

Masters dissertations

2013.104 Members discussed the possibility of offering 30 credit dissertations for vocational masters programmes. Senate **agreed** that 30 credit dissertations could be offered where this was applicable within the academic context of the programme, noting that the Taught Programmes Board would consider dissertation module proposals in more detail.

Dates of meetings in 2013-14

2013.105 Senate **noted** the dates of future meetings as follows:

- 13 March 2014 at 1500 hours, Colette Bowe Room
- 12 June 2014 at 1500 hours, Old Library, Whitechapel

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