



Senate

Paper Title	Minutes of the meeting of Senate on 20 June 2013.
Outcome requested	Senate is asked to approve the minutes of the last meeting.
Points for Senate members to note and further information	The meeting of 20 June 2013 ceased to be quorate towards the end of the meeting. Members were asked to confirm decisions taken after this point by email circulation; no objections to these decisions have been raised.
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

20 June 2013

unconfirmed minutes

Present:

Professor Simon Gaskell
(Chair)

Professor Virginia Davis
Dr Bridget Escolme
Dr Lucinda Hall
Professor Peter McOwan

Dr Thomas Prellberg
Professor William Spence
Dr Christopher Tyson
Babatunde Williams

Dr Mark Baxendale

Professor Susan Dilly
Professor Matthew Evans
Professor Joy Hinson
Professor Valsamis
Mitsilegas

Professor Julia Shelton
Dr Anwar Tappuni
Professor Anthony Warrens

Professor Mike Curtis

Dr Matthias Dittmar
Professor Omar Garcia
Professor Boris Khoruzhenko
Professor Miles Ogborn

Professor Adrian Smith
Professor Richard Trembath
Professor Olwyn Westwood

In attendance:

Wendy Appleby
Dr Alfonsina Iona (for
Professor George Kapetanios)

Dan Burke
Ellen Kiely (for Jade Lee)

Simon Hayter
Jane Pallant

Apologies:

Professor David Adger
Professor Michèle Barrett
Professor Farida Fortune
Professor Atholl Johnston
Professor Nicholas Lemoine

Professor John Allen
Dr Warren Boutcher
Dr Sue Harris
Professor Jeremy Kilburn
Professor Steve Lloyd

Professor Loukas Mistelis
Professor Maxine Robertson
Professor Morag Shiach

Professor Richard Pickersgill
Professor Mark Sandler

Dr Asa Barber
Dr James Busfield
Dr Robert Janes
Professor Ania Korszun
Professor Thomas
MacDonald
Jane Reid
Dr Richard Saull

Part 1: Preliminary items

Minutes of the last meeting (SE2012.54)

2012.93 Senate **approved** the minutes of the meeting held on 14 March 2013.

Principal's report

2012.94 The Principal reported that:

- (i) Queen Mary continued to thrive in an uncertain environment; it was pleasing to note that applications for 2013/14 remained buoyant, despite destabilising external influences.
- (ii) The outcome of the spending review for 2015/16 would be published on 26 June 2013. Many contentious points were under discussion, including the possibility of removing the cost of medical research and education from the Department for Business, Innovation and Skills (BIS) and transferring this budget to the Department of Health. This proposal would have a negative effect on medical schools.

(Secretary's note after the meeting: the budget for medical research and education was retained by BIS)
- (iii) In the absence of a higher education bill, anticipated alongside the new regime for fees and funding, it was likely that a new framework for higher education would be put in place by HEFCE. There was anxiety across higher education regarding the possibility of an era of more severe regulation; Universities UK was working to address these concerns for the benefit of the sector.
- (iv) The Privy Council had approved the proposed name change to Queen Mary University of London with effect from 1 August 2013.

President's report

2012.95 The Students' Union President reported that:

- (i) A disabled access audit across campus had been planned.
- (ii) The Students' Union had developed an academic strategy paper and planned to recruit a member of staff to support and increase school/institute societies.
- (iii) The Students' Union was increasing its work in the local community, including a summer sports programme and increasing volunteer opportunities.
- (iv) A campaign for students to receive more feedback on examination performance had been launched.
- (v) QMSU's media, including Cub, Messenger and news bulletins, were under review.

- 2012.96 On behalf of members, the Chair thanked the Students' Union sabbatical officers for their valuable contributions to Senate during the course of 2012-13.

Part 2: Matters for information

Academic governance in the School of Medicine and Dentistry

- 2012.97 Senate **received** an oral report from the Vice-Principal (Health) and Executive Dean, School of Medicine and Dentistry, on developments within the School.
- 2012.98 Members **noted** the launch of a formal consultation on a revised framework for the School. The purpose of the framework was to continue to develop high quality provision within the School, while recognising possible opportunities, created by the diversification of its portfolio.

Research Excellence Framework

- 2012.99 Members **received** an oral report on the Research Excellence Framework (REF) from the Vice-Principal (Research). The Vice-Principal (Research) thanked colleagues for their continuing hard work in preparing for the REF.
- 2012.100 Senate **noted** that the REF strategy group had made recommendations in June 2013, this exercise clarified the nature of the submissions for the 21 sub-panels. The next steps would be to finalise the submission with regard to outputs selected, and the environment and impact elements of the submissions.
- 2012.101 Members **noted** that the final submission aimed to maximise the strategic, reputational and financial benefits for QMUL as a whole.

SMART project report

- 2012.102 Members **received** an update on the SMART (space management and room timetabling) project.
- 2012.103 Members **noted** that the project was on schedule for most areas of QMUL and the system had been well received. Notably, the draft teaching timetable had been produced two months ahead of when it had been published in previous years. The Faculties of Humanities and Social Science and Science and Engineering were currently reviewing the draft and working to resolve any issues.
- 2012.104 Members further **noted** that the limited availability of large lecture space continued to present challenges for timetabling and the effective management of QMUL's space.

Part 3: Matters for consideration

Student Experience, Teaching, Learning and Assessment Strategy (SE2012.55)

- 2012.105 Senate **considered** the Student Experience, Teaching, Learning and Assessment Strategy. Members **noted** that:
- (i) The strategy had been circulated widely for comment and the Vice-Principal (Teaching and Learning) had met with some colleagues to discuss the strategy in greater depth;
 - (ii) The targets within the strategy were applicable at institutional level, with some targets aimed specifically at particular schools/institutes and professional services;
 - (iii) A review of existing survey provision was underway with a view to developing a programme-level survey at QMUL.
- 2012.106 Senate **approved** the Student Experience, Teaching, Learning and Assessment Strategy, noting that it might be subject to further minor amendments following the publication of the revised QMUL strategy.
- 2012.107 Senate **approved** the terms of reference of a task and finish group to explore the development of a programme-level survey. Members **noted** that the group would report to future meetings of Senate with regard to the outcomes of a proposed pilot programme evaluation survey.

Student casework review (SE2012.58)

- 2012.108 Senate **received** the report following the independent review of student casework, requested by Senate in December 2012. The report contained a number of recommendations, and was accompanied by responses from the Students' Union and the Academic Registry and Council Secretariat.
- 2012.109 Members **approved** the report's recommendations and discussed three areas in detail. These issues were resolved as follows:
- (i) Recommendation 4: that student casework turnaround times should be amended from 28 days to two months. Members **agreed** that this recommendation would also be applied to complaints which had recently been approved by Senate with turnaround times of three months; the complaints policy would be amended accordingly.
 - (ii) Recommendation 7: members **agreed** that it would not implement the recommendation for appeal panels to be able to impose a more severe penalty than that appealed against.
 - (iii) Recommendation 9: members **agreed** that the final review element of the Queen Mary Appeal Regulations would be removed from 2013-14.

Entry standards and honours degrees (SE2012.57)

- 2012.110 Senate **received** a paper on the relationship between entry standards and

good honours degrees at Queen Mary. The paper presented Queen Mary's position by subject area, relative to the 1994 Group, the Russell Group and other institutions.

- 2012.111 Members **agreed** that it would be important for schools to consider the information more deeply at programme level. This consideration would be of particular relevance to schools' assessment strategies.

Degree Awarding Powers (SE2012.58)

- 2012.112 Senate **received** an update on the process of changing the legal name of Queen Mary and the exercise of degree awarding powers. Members **noted** that the Privy Council had approved the name change to Queen Mary University of London from 1 August 2013.
- 2012.113 Members **considered** a draft degree certificate format for the revised arrangements. It was **agreed** that the term 'field of study' would be removed and the subject would be introduced following the award title and classification. With this change, Senate **approved** the format and content of the Queen Mary degree certificate.
- 2012.114 Members **agreed** that Queen Mary would offer the following higher doctorates: DLitt, LLD, DSc. Members further **agreed** that higher doctorates would not be offered by application at this stage, although this arrangement could be reviewed in future.

Proposed changes to the Ordinances (SE2012.59)

- 2012.115 Senate **agreed** to recommend to Council a number of changes to the Ordinances, noting that the name change abbreviation would be QMUL.

Quality Assurance Agency's (QAA) review of transnational education in China 2012: Queen Mary, University of London and Beijing University of Posts and Telecommunications (SE2012.60)

- 2012.116 Senate **noted** the positive report following the QAA's review of the programmes offered with Beijing University of Posts and Telecommunications (BUPT).

General Medical Council (GMC): Review of Barts and the London School of Medicine and Dentistry (SE2012.61)

- 2012.117 Senate **noted** the GMC's report following its review of the MBBS programmes, together with the School of Medicine and Dentistry's action plan in response to the review. The School had been pleased with the outcome of the review, particularly the identification of features of good practice.

Term dates 2015-16- 2020-21 (SE2012.62)

- 2012.118 Senate **approved** term dates up to and including 2020-21 for non-medical programmes. Term dates for undergraduate programmes in the School of

Medicine and Dentistry were **approved** for 2013-14.

Academic Regulations 2013-14 (SE2012.63)

2012.119 Senate **approved** the Academic Regulations for taught programmes, 2013-14.

Guidance notes on Research Degree Examinations (SE2012.64a)

2012.120 Senate **approved** the revised guidance on research degree examinations.

Academic Regulations 2013/14, Research Degrees (SE2012.64b)

2012.121 Senate **approved** the revised academic regulations for research degrees, 2013-14.

Code of Practice for Research Degree Programmes 2013-14 (SE2012.64c)

2012.123 Senate **approved** the revised Code of Practice for research degree programmes 2013-14.

Assessment Handbook 2013-14 (SE2012.65a)

2012.124 Senate **approved** the Assessment Handbook 2013-2014.

Award regulations review: final recommendations (SE2012.65b)

2012.125 Senate **approved** the recommendations of Special Regulations Task and Finish Group, including the dissertation/project threshold for postgraduate classification.

Suspension of regulations report: December 2012- February 2013 (SE2012.65c)

2012.126 Senate **noted** the reports on requests for suspensions of the academic regulations.

External examining: mapping against the QAA Quality Code (SE2012.65d)

2012.127 Senate **approved** the recommended amendments to the current framework for external examiners in order to ensure compliance with the indicators of good practice contained within the *UK Quality Code for Higher Education*.

Examination feedback pilot (SE2012.65e)

2012.128 Senate **considered** the report of an examination feedback pilot undertaken in the School of Geography. Members **noted** that the pilot had been well received, but that it had involved small groups of tutees which made the project more manageable. The School planned to roll the pilot out to year two of its programmes for 2013-14.

Student engagement policy (SE2012.66)

2012.129 Senate **noted** the summary of a student engagement policy, proposed by an on-going task and finish group dedicated to this initiative. Members **agreed** that the policy should be re-titled 'Student academic engagement policy'. The policy would be published on the internet and referred to in School and Institute Student Handbooks.

Annual Programme Review process 2012-13 (SE2012.67)

2012.130 Senate **noted** the summary of the annual programme review process for 2012-13 and evaluated progress with the scheme. Members **agreed** that annual programme review was a key monitoring process but that greater improvements could be realised with more consistent use of the Taught Programmes Action Plan. Members **agreed** that further discussion to embed the process within schools and institutes would take place over 2013-14.

Periodic review report: School of Politics and International Relations 2013 (SE2012.68a)

2012.131 Senate **noted** the periodic review report of the School of Politics and International Relations.

Periodic review report: School of Economics and Finance 2013 (SE2012.68b)

2012.132 Senate **noted** the periodic review report of the School of Economics and Finance.

Response to the 2011-12 periodic review of the Wolfson Institute of Preventive Medicine (SE2012.69a)

2012.133 Senate **noted** the progress made with the recommendations of the periodic review of the Wolfson Institute of Preventive Medicine.

Response to the 2011-12 periodic review of Barts Cancer Institute (SE2012.69b)

2012.134 Senate **noted** the progress made with the recommendations of the periodic review of Barts Cancer Institute.

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

Taught Programmes Board (SE2012.70)

2012.135 Senate **noted** the work of the Taught Programmes Board in relation to academic developments that had taken place between 27th February and 10th June 2013.

Research Degrees Programmes and Examinations Board (SE2012.71)

2012.136 Senate **noted** the executive summary for the Research Degrees Programmes and Examinations Board for March to May 2013.

Ethics of Research Committee (SE2012.72)

2012.137 Senate **noted** the executive summary for the Ethics of Research Committee.

Vice-Principal's (Teaching and Learning) advisory group (SE2012.73)

2012.138 Senate **noted** the executive summary of the Vice-Principal's (Teaching and Learning) Advisory Group meeting. Senate further **noted** the Vice-Principal's update for April 2013.

Vice-Principal's (Research) advisory group (SE2012.74)

2012.139 Senate **noted** the executive summary of the Vice-Principal's (Research) Advisory Group meetings, held on 4 March and 29 May 2013.

Part 5: Other matters

Dates of meetings in 2013-14

2012.140 Senate **noted** the dates of future meetings as follows:

- 3 October 2013 at 1500 hours, Colette Bowe Room
- 5 December 2013 at 1500 hours, Colette Bowe Room
- 13 March 2014 at 1500 hours, Colette Bowe Room
- 12 June 2014 at 1500 hours, Old Library, Whitechapel