



Senate

Paper title	Education Quality Board: Executive summary of the meetings held on 11 March and 13 May 2015
Outcome requested	Senate is asked to note the report.
Points to note and further information	<p>This paper summarises the main issues considered by Education Quality Board (EQB) at its recent meetings.</p> <p>EQB meets four times per year. Its terms of reference are:</p> <ol style="list-style-type: none"> 1. To consider and advise Senate on institutional strategies and policies which enhance learning, teaching and assessment across all Queen Mary programmes. 2. To monitor indicators of progress in the Student Experience, Teaching, Learning and Assessment Strategy. 3. To consider and advise Senate on policies and mechanisms for assuring academic standards and quality at Queen Mary through a risk-based approach. 4. To scrutinise and report to Senate on the outcomes of quality assurance mechanisms. 5. To establish groups to undertake specific tasks related to the Board's remit and to consider recommendations from these groups. 6. To provide regular reports to Senate, including recommendations for further action where appropriate. <p>EQB is chaired by the Vice-Principal (SETL). The membership comprises the Deans for Taught Programmes, DEB Chairs, one SEB Chair per faculty, student members including the Vice-President (Education), representatives of relevant Professional Services departments, the Director of the Doctoral College, the lead for International Student Experience, and the Chairs of Groups reporting to the Board.</p>
Questions to consider	This paper is provided for information. Items requiring specific consideration by Senate have been submitted as separate papers.
Regulatory/statutory reference points	
Strategy and risk	
Reporting/consideration route	Senate only (for information).
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Education Quality Board
Executive Summary: 11 March and 13 May 2015

This paper summarises the main items discussed at Education Quality Board on 11 March and 13 May 2015. For the full minutes, please contact the Secretary, Simon Hayter.

1. Vice-Principal's Update May 2015

The update for May 2015 was noted, and is available at:

<http://www.qmul.ac.uk/VP%20TL/teachandlearnupdateMay2015.html>

2. Strategy and risk

The Board monitored the following strategic documents, tracking progress and risks and recommending actions where appropriate:

- a. Taught Programmes Action Plans
- b. SETLA Risk Register

3. Performance indicators

The Board reviewed QMUL's performance against a number of indicators, recommending actions where appropriate.

- a. NSS data on demographics
- b. BAME students: A survey of reports and issues
- c. HESA widening participation and non-continuation performance indicators 2013/14
- d. QMSS results 2013/14

4. Policy

The Board gave detailed consideration to the following regulatory and policy documents, recommending that Senate should approve the policies (with revisions, where appropriate):

- a. Assessment Handbook 2015/16
- b. Academic Regulations 2015/16
- c. Student Survey Policy, and guidance documentation.
- d. Engagement, Retention and Success Strategy
- e. OIA Good Practice Framework: Academic appeals and complaints
- f. Assessment Offence Regulations

5. Quality assurance reports

The Board received and considered the following quality assurance documents, recommending that Senate should approve the papers (with revisions, where appropriate):

- a. Annual Report on Student-Staff Liaison Committees
- b. Annual Report on Annual Programme Review Meetings
- c. Periodic Review Report: English and Drama 2015
- d. Periodic Review Report: History 2014 (12 month response)

6. Academic Governance Review

The Board monitored progress on the desk-based review of academic governance arrangements in schools and institutes at QMUL.

7. Assessment Governance Review

The Board oversaw the Assessment Governance Review 2014/15, which involved two rounds of consultation on a number of issues related to assessment. Five proposals were approved at the March 2015 meeting of Senate (SEB quorum, DEB governance, maximum duration of study, scaling and standard setting policy, amendment to the borderline classification policy). Further review on three other issues was undertaken, and revised proposals on late submission penalties, word count policies, and preparing students for summative assessment were developed for consideration by Senate in June 2015.

8. Masters dissertations and projects

The Board agreed that QMUL would not offer specialist Masters programmes that did not include a dissertation or research project.

9. Consultations and items affecting the HE sector

The Board considered the following items that would affect the wider HE sector, and contributed to QMUL's responses where appropriate:

- a. Quality Assurance Agency consultation on qualification characteristics
- b. The Future of Higher Vocational Education (elite apprenticeships)

10. BTEC Task and Finish Group

The Board received a report on the work of the BTEC Task and Finish Group, which had looked at the possibility of accepting BTECs more widely as part of entry tariffs. Some schools already accepted BTECs under certain conditions, and it had been deemed that QMUL should establish a strategy. The Group found insufficient data upon which to base a policy, but agreed to codify existing practices for schools that already admitted applicants with BTECs, and to revisit the issue on a biannual basis to check on progress in the sector.

11. Teaching room standards

The Board received updates on the project to set and implement minimum standards for teaching rooms, noting that improvements were likely to begin in the summer of 2015.

12. Effects of planned growth in student numbers on the teaching timetable

The Board considered a paper that projected the effects of planned growth in student numbers on the teaching timetable. Further modelling would be undertaken to accommodate different approaches to teaching. It was noted that ARCS would contact schools and institutes to discuss their needs during the spring and summer of 2015.

13. Updates from the Students' Union

The Board received updates from the Vice-President (Education). Key points included:

- a. The outcomes of the Education Awards 2015
- b. The election of sabbatical officers and course representatives for 2015/16.

14. Reports from groups

The Board received regular oral and written updates from the following groups:

- a. Taught Programmes Planning Group
- b. Student Experience Advisory Board
- c. Student Surveys Task and Finish Group
- d. OFFA Access Monitoring Group
- e. Engagement, Retention and Success Projects Group
- f. E-Learning Steering Group
- g. Library Users Forum
- h. Staff Development Advisory Group
- i. Vice-Principal Public Engagement and Student Enterprise Advisory Group