



**Senate**

<b>Paper Title</b>	Minutes of the meeting of Senate held on 15 October 2015.
<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 Simon Gaskell, President and Principal

## Senate

### Minutes of 15 October 2015 (unconfirmed)

#### Present:

Professor Simon Gaskell (Chair)	Professor Adrian Armstrong	Professor David Arrowsmith
Dr Mark Baxendale	Professor Alison Blunt	Dr Melania Capasso
Dr Steve Dunn	Professor Markman Ellis	Professor Omar Garcia
Professor Lucinda Hall	Imran Hussain	Dr Andrejs Ivanov
Dr Robert Janes	Professor Boris Khoruzhenko	Professor Rafael Leal-Arcas
Professor Rebecca Lingwood	Professor Steve Lloyd	Carolina Mantzalos
Professor Seán McConville	Dr Michael McKinnie	Professor Peter McOwan
Rina Patel	Professor Mauro Peretti	Dr Chris Phillips
Jane Reid	Professor Nicholas Ridout	Dr Mark Roberts
Dr Isobel Roele	Professor Julia Shelton	Dr Robbie Shilliam
Professor Adrian Smith	Professor William Spence	Ali Talib
Dr Anwar Tappuni	Professor Olwyn Westwood	

#### In attendance:

Dan Burke	Trudy Mason	Jane Pallant (Secretary)
-----------	-------------	--------------------------

#### Apologies:

Dr Aylin Basan	Dr Adrian Bevan	Dr Russell Binions
Professor Edmund Burke	Professor James Busfield	Dr Jenny Chamarette
Professor Mike Curtis	Professor Adam Fagan	Aidan Higgins
Dr Henri Huijberts	Professor David Lee	Professor Spyros Maniatis
Professor Valsamis Mitsilegas	Professor Sujoy Mukerji	Dr Sandra Nicholson
Professor Thomas Prellberg	Dr Katy Price	Professor David Sadler
Professor Morag Shiach	Professor Wen Wang	Professor Geraint Wiggins

Part 1: Preliminary items	
<b>Minutes of the previous meeting (SE2015.01)</b>	
2015.01	Senate <b>approved</b> the minutes of the meeting held on 15 June 2015.
<b>Matters arising and Chair's action (SE2015.02)</b>	
2015.02	Senate <b>noted</b> an update on a matter arising from the minutes of the last meeting (minute 2014.148): the review of academic governance would be considered further at the March 2015 meeting of Senate.
2015.03	Members <b>noted</b> that an amendment to paragraph 48a of the Professional Capability and Fitness to Practise Regulations had been approved by Chair's action. Two new

	Chairs of the Fitness to Practise Committee had been appointed: Professor Elizabeth Davenport (Professor Emerita, Institute of Dentistry) and Professor Edel O'Toole (Professor of Molecular Dermatology and Centre Lead for Cell Biology and Cutaneous Research, Blizard Institute).
2015.04	A proposal for the establishment of a Centre for Inflammation and Therapeutic Intervention (CiTI) had been circulated to members of Senate in 2015. Members were in support of the proposal which had been approved by Chair's action.
<b>Terms of reference and membership (SE2015.03)</b>	
2015.05	Senate <b>noted</b> its terms of reference and <b>approved</b> its membership for 2015-16. New members were welcomed to their first meeting of Senate.
<b>Indicative annual business plan (SE2015.04)</b>	
2015.06	Senate <b>approved</b> its indicative annual business plan for 2015-16.
<b>President and Principal's report</b>	
2015.07	<p>The President and Principal <b>reported</b> that:</p> <ul style="list-style-type: none"> <li>(i) The Government's Green Paper on higher education was anticipated in the coming weeks; however, there was a possibility that its publication would be deferred until the Comprehensive Spending Review (CSR) had concluded. Significant cuts to the budget for the Department for Business Innovation and Skills were expected, together with news regarding the future of HEFCE.</li> <li>(ii) The Minister of State for Universities and Science had signalled the intention for a Teaching Excellence Framework (TEF). The sector remained unclear about the details of how a TEF would operate, but understood that the process would attempt to differentiate between institutions on the basis of their performance in the exercise. The future of quality assessment and its relationship to the TEF remained unclear, with further information regarding the future of the Quality Assurance Agency in the Green Paper.</li> <li>(iii) QMUL continued to engage in the discussions regarding the visa requirements for international students. There was concern across the sector that if institutions were obliged to require English language qualifications at a higher level, as had been suggested, then this action could result in the loss of a significant number of international students. QMUL had contributed data to support the collective lobbying from the sector on this issue; the information submitted provided evidence that that our international students perform as well as our Anglophone students.</li> <li>(iv) QMUL was pleased to welcome an academic from Syria as part of its membership of the Council for At-Risk Academics (CARA). The new member of staff would join the School of Biological and Chemical Sciences and QMUL would support him and his family for two years. As part of on-going discussions to recognise the situation in Syria, QMUL had reviewed its bursaries for asylum seekers and its international</li> </ul>

	<p>hardship fund.</p> <p>(v) The President and Principal had attended the World Academic Summit 2015 at the University of Melbourne, Australia. QMUL was recognised at the event as an excellent example of a university which was embedded in its local community; this was a pleasing achievement which had coincided with the announcement that QMUL was in the top 100 of the Times Higher Education World University Rankings, having risen 50 places in the last three years.</p>
<b>Vice-Principals' reports (SE201505a-SE201505g)</b>	
2015.08	<p>Senate <b>received</b> a report from the interim Vice-Principal (Health) (SE201505a) Members <b>noted</b> that:</p> <p>(i) The School of Medicine and Dentistry had performed well in the National Student Survey (NSS). Dentistry had attained student satisfaction of 97% (up from 93% in 2014) and Medicine was the highest rated medical school in London with an overall student satisfaction score of 96% (94% in 2014).</p> <p>(ii) The Faculty's Postgraduate Research Experience Survey (PRES) results were above the Russell Group average, with areas related to central infrastructure and IT scoring less well. The Postgraduate Taught Experience Survey (PTES) results had been affected by a particular issue which had been addressed. The Faculty was also engaged in improving its feedback mechanisms more generally.</p> <p>(iii) The International Medical School in Malta was under consideration by the GMC with a view to commencing in 2017.</p> <p>(iv) The Early Career Researchers scheme had had a positive influence on the School's research activity and the scheme had received a specific mention in feedback following the Research Excellence Framework (REF).</p>
2015.09	<p>Senate <b>received</b> a report from the Vice-Principal and Executive Dean (Humanities and Social Sciences), (SE201505b). Members <b>noted</b> the details of 13 major research grant awards in the Faculty since January 2015. Members further <b>noted</b> that:</p> <p>(i) Preparations were underway for an application in response to the ESRC Doctoral Training Partnership Call. The application would be submitted as part of a consortium with King's College London and Imperial College. The proposal would involve the development of a significant partnership to underpin QMUL's research training of doctoral students in the social sciences.</p> <p>(ii) A second cohort of 12 participants would be involved in the Faculty Research Grant Development programme for 2015-16. This programme provided support to colleagues involved in developing large, collaborative research applications to one of the research</p>

	<p>councils, or to a Horizon 2020 programme.</p> <p>(iii) The Faculty planned to run a pilot summer programme for 2016 in International Relations with the University of London Institute in Paris (ULIP) and a Shakespeare programme between Global Shakespeare and People's Palace Projects. Further summer school projects were planned from summer 2017.</p> <p>(iv) Each of the Faculty's schools was involved in the development of a task and finish group to develop an undergraduate programme in Liberal Arts: Humanities and Social Sciences.</p> <p>(v) Language Learning Scholarships had been launched during the summer of 2015 and had proved to be very successful. The application process for the scheme in 2016-17 would start earlier; applications would open at the point when continuing students made their module choices for the following academic year.</p>
2015.10	<p>Senate <b>received</b> a report from the Vice-Principal and Executive Dean (Science and Engineering) (SE2015.15c). Members <b>noted</b> that:</p> <p>(i) Refurbishment projects had started in both the Engineering and Mathematics buildings. The delivery of the new teaching laboratories for the School of Engineering and Materials Science was on schedule to be completed by October 2015 and the new space would allow for student growth while demonstrating the Faculty's commitment to provide high-quality teaching space.</p> <p>(ii) The Faculty had submitted 39 proposals to the Marie Curie fellowship scheme. 11 fellowships had been awarded in 2014-15 and it was hoped that this year's proposals would be equally successful.</p> <p>(iii) The Faculty had been awarded £2.5 million in research grants between June and August 2015. This sum included a £675k award from the Engineering and Physical Sciences Research Council (EPSRC) to Dr Chris Jones, a Research Fellow in Organic Chemistry.</p> <p>(iv) Positive discussions had been held with Northwestern Polytechnical University, Xi'an Province, China regarding the development of a Joint Education Institute (JEI) in materials science.</p>
2015.11	<p>Senate <b>received</b> a report from the Vice-Principal (Student Experience, Teaching and Learning), SE2015.15d. Members <b>noted</b> that:</p> <p>(i) The recruitment position across QMUL was positive with increased numbers compared with 2014-15 for undergraduate and postgraduate taught programmes. Projected performance against 2015-16 targets was encouraging for undergraduate provision, but slightly below target for postgraduate taught programmes.</p> <p>(ii) The NSS and PTES results were generally positive although</p>

	<p>there were some areas that required further attention. For the NSS, overall satisfaction was up 2% to 88% and QMUL was performing well against the sector average in most categories but was slightly behind for the 'Assessment and Feedback' and 'Learning Resources' categories. For the PTES survey, overall satisfaction had increased since 2014, but QMUL was just below the sector average in all categories of the survey, and further investigation into a number of areas (Assessment and Dissertations) was underway. Further discussions would be held with schools to see what action might be taken to improve the student experience for the future.</p> <ul style="list-style-type: none"> <li>(iii) The Queen Mary Student Survey (QMSS) had launched on the 28 September 2015 and would remain open until the 31 October 2015. The survey would be promoted across QMUL but all staff were asked to encourage students to participate in the survey.</li> <li>(iv) The Engagement, Retention and Success (ERS) programme had been operating for three years, with a range of projects that would be completed in the near future. For 2015-16, the new QEngage system (for identifying students at risk of disengaging from university life) would be launched. QMUL had also used some of the ERS funding to top up the Westfield Fund for Enhancing the Student Experience, as there had been a high number of applications to this scheme in 2015.</li> <li>(v) The International Student Experience team had expanded and the pilot of a new rent-guarantor scheme for international students had been launched for the start of 2015. An International Crisis Committee has been established in order to ensure an adequate and supportive response to international incidents affecting particular groups of international students and applicants.</li> </ul>
2015.12	<p>Senate <b>received</b> a report from the Vice-Principal (Research), (SE2015.05e). Members <b>noted</b> that:</p> <ul style="list-style-type: none"> <li>(i) Annual research reviews would be held with all QMUL schools and institutes to discuss research matters in depth.</li> <li>(ii) Plans for preparation for the next REF had been circulated to Directors of Research in schools and institutes; feedback was sought on these proposals.</li> <li>(iii) Visits had been undertaken to five top Australian universities to explore research partnerships.</li> <li>(iv) There were also ongoing discussions about QMUL's membership of MidPlus, the High Performance Computing network with Warwick and other universities.</li> <li>(v) A new appointment had been made to the Head of Researcher Development in the Centre for Academic and Professional Development.</li> <li>(vi) The Life Sciences Institute had been successful in obtaining two Proof of Concept awards of £50,000 from the Institutional Strategic</li> </ul>

	<p>Support Fund (ISSF).</p> <p>(vii) Recruitment to the programmes offered with the Life Sciences Institute had been encouraging, and the Life Sciences MOOC (Massive Open Online Course) had made good progress.</p>
2015.13	<p>Senate <b>received</b> a report from the Vice-Principal (Public Engagement and Student Enterprise), (SE2015.05f). Members <b>noted</b> that:</p> <ul style="list-style-type: none"> <li>(i) The Centre for Public Engagement (CPE) had supported a number of major programmes and events including a music programme and the first Globe Road Poetry Festival. The CPE had also completed an initial mapping exercise on QMUL's contribution to the local community; the outcome of the mapping showed an impressive range of activity from both students and staff. Mapping of community work specifically related to the QMUL Life Sciences Initiative was underway, supported by funds from the Wellcome Trust.</li> <li>(ii) The CPE had hosted an event in May to celebrate public engagement. A Science on Stage festival had been held in July and in November the CPE would co-host a joint 'Engagement and Enterprise Awards' ceremony with Queen Mary Innovation, the Students' Union and the Careers and Enterprise Centre. This event would celebrate areas of public engagement, innovation, student enterprise and communications.</li> <li>(iii) The CPE had been awarded over £100k from QMUL's Higher Education Innovation Fund (HEIF) allocation to support public engagement. This funding would support eight projects which spanned the three faculties and had the potential for significant impact. The CPE team had also assisted with five major funding bids during the summer of 2015, including a successful bid for £1.6m from the Wellcome Trust.</li> <li>(iv) The student enterprise InQUBEate programme, based in the Qube incubator, had provided a programme of intensive training and mentoring for students. The CPE was also working with local enterprise incubators in order to develop successful student enterprise beyond the campus.</li> </ul>
2015.14	<p>Senate received a <b>report</b> from the Vice-Principal (International), (SEN2015.05g). Members <b>noted</b> that:</p> <ul style="list-style-type: none"> <li>(i) A policy on transnational education employment issues had been developed to cover terms and conditions for staff engaged in delivering education offshore.</li> <li>(ii) QMUL had hosted visits from Amity University (India), Keio University (Japan), Monash and Sydney Universities (Australia) and the Russian Ministry of Science and Technology.</li> </ul>

	<p>(iii) The Confucius Institute at QMUL, with Shanghai University of Finance and Economics, would hold a launch event during the autumn term.</p> <p>(iv) The Vice-Principal (International) had attended the graduation ceremony in Beijing for programmes offered in partnership with Beijing University of Posts and Telecommunications. He had also visited Pakistan, Bangladesh and China during the autumn, and would provide a keynote speech to the China International Conference for International Education.</p>
<b>Students' Union President's report</b>	
2015.16	<p>The Students' Union President <b>reported</b> that:</p> <p>(i) Elections for course representatives were taking place with students continuing in the role for the first time in 2015-16. The Students' Union had been pleased to note that it had received 450 nominations for these roles. The process for the recruitment of postgraduate research student representatives was under review in discussion with the Doctoral College.</p> <p>(ii) The Students' Union intended to contribute to the consultations that had been launched in relation to the National Student Survey and the Teaching Excellence Framework.</p> <p>(iii) The Students' Union was engaged in the national campaign to support junior doctors and dentists with their contract terms and conditions.</p> <p>(iv) A 'Students as Partners' campaign would launch in 2015-16 and this work would build on the QResearch scheme. The Students' Union was pleased to have the Vice-Principal's (Research) support with this important initiative.</p>
<b>Part 2: Matters for information</b>	
<b>Prevent duty guidance: for higher education institutions in England and Wales (SE2015.06)</b>	
2015.17	Senate <b>noted</b> the Government's 'Prevent' duty guidance for higher education institutions, issued as part of a package of measures under the Counter Terrorism and Security Act 2015.
2015.18	Members <b>noted</b> that HEFCE had launched a consultation on a proposed monitoring framework to satisfy the Government that higher education institutions were compliant with guidance. QMUL would respond to the consultation which closed on 23 October 2015.
2015.19	Senate <b>noted</b> that QMUL had formed a task and finish group to develop a risk assessment and action plan in relation to the 'Prevent' guidance. The group would work in partnership with students, staff, faith groups and the local community. Members <b>further</b> noted that QMUL would review its policies for managing external events and approving external speakers.



2015.20	Members <b>noted</b> QMUL was engaged with the Russell Group and Universities UK in response to the guidance, recognising the tension between the commitment to freedom of expression and the nature of the 'Prevent duty'.
<b>Competition and Markets Authority guidance to universities: next steps and implementation (SE2015.07)</b>	
2015.21	Senate <b>noted</b> the Universities UK briefing note on the implications of the Competition and Markets Authority (CMA) guidance for higher education institutions.
2015.22	Members <b>noted</b> that the CMA guidance provides advice to higher education institutions about their consumer law obligations to international students. The guidance has a particular focus on: information provision, the fairness of universities' terms and conditions and complaint handling.
2015.23	Senate <b>noted</b> that QMUL had established a Consumer Protection Legislation Task and Finish Group to advise QMSE on actions necessary to comply with the guidance. The Group would make regular reports to Senate on areas of risk and action plans.
2015.24	Senate <b>agreed</b> that ARCS staff would arrange meetings with schools and institutes to discuss the implications of the guidance in more detail, and to address any specific questions or concerns. This exercise would also enable ARCS to identify any training needs, and to make arrangements for these as appropriate.
<b>Part 3: Matters for consideration</b>	
<b>Office of the Independent Adjudicator Annual Letter 2014 (SE2015.08)</b>	
2015.25	Senate <b>considered</b> the Office of the Independent Adjudicator's (OIA) annual letter together with a commentary from ARCS and a summary of cases received by the OIA in 2014.
2015.26	Senate <b>noted</b> the following: <ul style="list-style-type: none"> <li>(i) The appeal regulations and Student Complaints policy had been revised in line with the OIA's <i>Good Practice Framework for Handling Complaints and Academic Appeals (2014)</i>; these revisions built on earlier work to improve student case handling processes. The current information on cases submitted to the OIA indicated that these measures would lead to a reduction of justified and partly justified cases; however, any improvements would not be reflected until the OIA's annual letter of 2015.</li> <li>(ii) The School of Biological and Chemical Sciences had not been aware that several of its cases had been considered by the OIA. Senate <b>agreed</b> that ARCS would notify schools and institutes when cases were submitted to the OIA in addition to notifying them of the outcome once cases were concluded.</li> <li>(iii) ARCS would continue to monitor student casework closely, reporting to Senate on any significant trends or developments.</li> </ul>
<b>Academic Regulations for Research Degree Programmes: interim updates for 2015-16 (SE2015.09)</b>	

2015.27	Senate <b>considered</b> a number of amendments to the Academic Regulations for Research Degrees 2015-16. Members <b>noted</b> that the Code of Practice for Research Degrees was under review, and that this and any associated amendments to the regulations would be considered at a future meeting of Senate.
2015.28	Senate <b>approved</b> the following changes of substance to the Academic Regulations for Research Degrees 2015-16: <ul style="list-style-type: none"> <li>(i) Compliance with the Code of Practice for Research Degree Programmes would be made explicit in the Academic Regulations.</li> <li>(ii) The standard maximum registration period for associate students would be retained at twelve months, with a new regulation to provide for four-year registration periods for students on funded schemes or strategic partnerships.</li> <li>(iii) Students submitting a thesis for examination without having transferred to 'writing up' status would be transferred to 'writing up' status with effect from the date of thesis submission.</li> <li>(iv) The Academic Regulations would include a practice-based route for the presentation of the thesis and other materials in the form of original film, video or new media for the examination of candidates in Film Studies.</li> <li>(v) The provision of greater flexibility in the format of the presentation of a thesis for consideration.</li> </ul>
<b>Suspension of Regulations Report (SE2015.10)</b>	
2015.29	Senate <b>considered</b> the summary of suspensions of regulations requested during the period June to September 2015, together with annual summary data for 2014-15.
2015.30	Members <b>noted</b> that a large number of these suspensions were entirely avoidable, particularly in relation to the application of incorrect assessment schemes. Schools and institutes were reminded of the need to present accurate information to students, and to have appropriate mechanisms for monitoring and updating this information. Senate further <b>noted</b> that it would consider sanctions for the future in areas where requests for suspensions of regulations remained high.
<b>Membership of the Professional Capability Committee (SE2015.11)</b>	
2015.31	Senate <b>approved</b> revisions to the membership of the Professional Capability Committee in the School of Medicine and Dentistry.
<b>Institute of Dentistry: term dates (SE2015.12)</b>	
2015.32	Senate <b>approved</b> term dates for the Bachelor of Dental Surgery (BDS) from 2016-17 to 2019-20.
<b>Part 4: Reports from sub-boards of Senate</b>	

<b>Taught Programmes Board (SE2015.13)</b>	
2015.33	Senate <b>approved</b> the terms of reference and membership for the Taught Programmes Board for 2015-16. Senate <b>noted</b> the report from the Taught Programmes Board which detailed programmes and modules approved between May and October 2015.
<b>Education Quality Board (SE2015.14)</b>	
2015.34	Senate <b>approved</b> the terms of reference and membership for the Education Quality Board for 2015-16. Senate <b>noted</b> the executive summary of the meeting of the Education Quality Board held on 23 September 2015.
<b>Research Degrees Programmes and Examinations Board (SE2015.15)</b>	
2015.35	Senate <b>approved</b> the terms of reference and membership of the Research Degrees Programmes and Examinations Board (RDPEB) for 2015-16. Senate <b>noted</b> the executive summary of the meetings of RDPEB held between June and September 2015.
<b>Partnerships Board (SE2015.16)</b>	
2015.36	Senate <b>approved</b> the terms of reference and membership of the Partnerships Board for 2015-16. Senate <b>noted</b> the executive summary of the Board's business from June to October 2015.
<b>Ethics of Research Committee (SE2015.17)</b>	
2015.37	Senate <b>approved</b> the terms of reference for the Ethics of Research Committee for 2015-16 and <b>noted</b> that the membership needed further revision in order to reflect the detail for the nomination of a Chair. Senate <b>noted</b> the executive summary of the meeting held on 8 <sup>th</sup> July 2015.
<b>Vice-Principal's (Research) Advisory Group (SE2015.18)</b>	
2015.38	Senate <b>approved</b> the terms of reference and membership of the Vice-Principal's (Research) Advisory Group (VPRAG). Senate <b>noted</b> the executive summary of the meetings of VPRAG held on 6 July and 21 September 2015.
<b>Vice-Principal's (Public Engagement and Student Enterprise) (SE2015.19)</b>	
2015.39	Senate <b>approved</b> the terms of reference and membership of the Vice-Principal's (Public Engagement and Student Enterprise) Advisory Group for 2015-16. Senate <b>noted</b> the executive summary of the meeting of the Group held on 19 May 2015.
<b>Part 5: Other matters</b>	
<b>Vice-Principal (Health)</b>	
2015.40	Senate was pleased to <b>note</b> that Professor Steve Thornton, currently Pro-Vice-Chancellor and Executive Dean of the University of Exeter Medical School had been appointed to the post of Vice-Principal (Health).

<b>Chief Operating Officer</b>	
2015.41	Senate members <b>noted</b> with regret that Mike Shore-Nye, Chief Operating Officer, would leave QMUL at the end of the calendar year. Mike Shore-Nye's departure was a great loss for QMUL, and Senate members wished him well in his new role as Registrar at the University of Exeter.
<b>Dates of meetings in 2015-16</b>	
2015.42	Senate <b>noted</b> that the next meeting of Senate would be held as follows: <ul style="list-style-type: none"><li>• Thursday 3 December 2015</li><li>• Thursday 12 March 2016</li><li>• Thursday 11 June 2016</li></ul>