



**Senate**

<b>Paper Title</b>	Minutes of the meeting of Senate held on 10 March 2016.
<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 10 March 2016 (unconfirmed)

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#### Present:

Professor Simon Gaskell (Chair)	Professor Adrian Armstrong	Professor David Arrowsmith
Dr Aylin Baysan	Dr Mark Baxendale	Professor Alison Blunt
Professor Edmund Burke	Professor James Busfield	Professor Markman Ellis
Dr Henri Huijberts	Dr Andrejs Ivanov	Carolina Mantzalos
Professor Seán McConville	Dr Michael McKinnie	Professor Mauro Perretti
Dr Chris Phillips	Dr Katy Price	Professor Nicholas Ridout
Dr Mark Roberts	Professor David Sadler	Professor Julia Shelton
Professor Morag Shiach	Dr Robbie Shilliam	Professor Adrian Smith
Professor William Spence	Dr Christopher Tyson	Professor Wen Wang

#### In attendance:

Dan Burke	Jonathan Morgan	Jane Pallant (Secretary)
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#### Apologies:

Dr Adrian Bevan	Dr Russell Binions	Professor Omar Garcia
Professor Lucinda Hall	Professor Graham Hitman	Professor Colin Jones
Professor Boris Khoruzhenko	Professor Rafael Leal-Arcas	Professor Nicholas Lemoine
Professor Spyros Maniatis	Professor Sujoy Mukerji	Riana Patel
Professor Richard Pickersgill	Dr Isobel Roele	Professor Anthony Warrens
Professor Geraint Wiggins	Professor Ferranti Wong	

### Part 1: Preliminary items

#### Minutes of the previous meeting (SE2015.33)

2015.75 Senate **approved** the minutes of the meeting held on 3 December 2015.

#### President and Principal's report

2015.76 The President and Principal **reported** that:

- (i) The external context for higher education remained uncertain, with many factors likely to influence change over the coming years. It was anticipated that a Higher Education Bill would be announced in the Queen's Speech, although plans for this could be interrupted depending on the outcome of the European Union referendum.
- (ii) HEFCE had received details of funding for 2016-17 from the Department of Business, Innovation and Skills (BIS); overall, the outcome of the

allocation was better than expected. The recurrent teaching grant for the sector would reduce from £1,671m in 2015-16 to £1,539 in 2016-17, with an indicative allocation of £1,457m for 2017-18. HEFCE had been asked to protect, in real terms, the amount of funding for high cost subjects including science, technology, engineering and mathematics (STEM). The recurrent research grant remained relatively static, with a modest increase from £1,686m in 2015-16 to £1,695m in 2016-17, with an indicative allocation of £1,716m in 2017-18. BIS would maintain the ring-fenced resource for science and research. Taken together, the total recurrent grant would reduce from £3,357m to £3,173m by 2017-18.

- (iii) The capital grant would halve by 2017-18 from £603m to £303m, with a mid-point £478m allocated for 2016-17. The majority of this reduction was capital grant for teaching, which would reduce from £300m to £100m over that period, while the grant for research would reduce at a slower rate, from £303m to £203m by 2017-18.
- (iv) Contrary to expectation, the Higher Education Innovation Fund (HEIF) would be retained, with HEFCE required to maintain allocations from the teaching and research grant at current levels.
- (v) The removal of the student number cap and consequential growth in student numbers had resulted in an estimated increase in regulated fee income, which meant that despite reductions in HEFCE funding, the total HEFCE funding together with regulated fee income was anticipated to grow from £12,100m to £12,500m by 2017-18. The funding letter from HEFCE would not be issued until 19 April 2016 which was late in the cycle for the completion of QMUL's budget setting process. This delay meant that the outcome of the Planning and Accountability Review would be later than anticipated, with the related uncertainty impacting upon QMUL's schools, institutes and professional services.
- (vi) The Government's Degree Apprenticeships scheme had been launched in 2015. The scheme encouraged major employers to donate a percentage of their salary budgets to train younger employees through training schemes, including degree apprenticeships. The School of Electronic Engineering and Computer Science had launched a successful degree apprenticeship programme in software engineering. QMUL congratulated the School for its quick response to the initiative and for the provision of a programme that was congruent with QMUL's values, since the talented students recruited to these programmes were unlikely to have entered higher education without the scheme. While the scheme's aims were laudable, there were flaws in the Government's assumption that fee income would contribute to institutional surpluses, since the tuition fees would not cover the cost of delivering the programme and QMUL would also be subject to the apprenticeship levy, amounting to £900k per annum from April 2017. Discussions were underway between Universities UK, Russell Group Institutions and BIS with regard to the imposition of this levy upon higher education institutions.
- (vii) Discussions with Barts Health Trust regarding the purchase of land at Whitechapel for the life sciences initiative continued, although no agreement had been reached at this stage.
- (viii) The referendum regarding Britain's position in the European Union would

be held on the 23 June 2016. The month of June was recognised as a difficult time of year to secure the student vote although QMUL would remind both students and staff of the importance of voting on this critical issue.

### Vice-Principals' reports (SE2015.34a-SE2015.34g)

2015.77 Senate **received** a report from the Vice-Principal (Health) (SE2015.34a) Members **noted** that:

- (i) The new Vice-Principal (Health) thanked colleagues for a warm welcome to QMUL. Particular thanks were extended to the Deputy Vice-Principal (Health) for his excellent work as Interim Vice-Principal (Health).
- (ii) A key priority for the School of Medicine and Dentistry was to finalise the work that had begun on the School's strategy. An away day had been held to discuss the strategy and a document would be developed which illustrated how the School would contribute to QMUL's Strategy.
- (iii) The School was examining possibilities for the diversification of its undergraduate and postgraduate portfolio; any growth would be carefully managed to ensure that the high quality of its provision was enhanced. The School continued to work with the General Medical Council regarding the proposed delivery of the MBBS in Malta.
- (iv) Preparations for the next Research Excellence Framework (REF) were underway, following the School's excellent results in REF2014. An outline proposal had been developed for a Biomedical Research Centre and a proposal for a cancer centre was in the pipeline. The School was pleased to announce a number of research awards: Frederica Marelli-Barg (British Heart Foundation Chair); Francesco Dell'Accio (Medical Research Council project); Mauro Perretti (Medical Research Council Newton Fund project); Nick Lemoine (Medical Research Council Developmental Pathway Funding Scheme); Mike Philpott (Hawden Trust) *to add titles*
- (v) The School of Medicine and Dentistry viewed collaboration, both internal and external, as integral to its strategy for success. External partners included University College London Partners, the Academic Health Sciences Centre/Network, the Francis Crick Institute, the NHS and various commercial organisations.

2015.78 Senate **received** a report from the Vice-Principal and Executive Dean (Humanities and Social Sciences), (SE2015.34b). Members **noted** that:

- (i) The Faculty had approved the establishment of the Centre for Anglo-German Cultural Relations as a Humanities and Social Sciences research centre. The Centre, which was initially established in 2005, would involve collaboration between the School of Languages, Linguistics and Film, the School of History and the School of English and Drama to promote the study of cultural transfers and interrelations between Britain and the German speaking world.
- (ii) QMUL had made a successful bid to the University of London

International Programmes (ULIP) to be the lead partner on an MBA programme.

- (iii) The Faculty had established a steering group in conjunction with the University of London to involve the core disciplines contributing to the delivery of the MBA, the group comprised representatives from the following schools of QMUL: School of Law, School of Business and Management and the School of Economics and Finance.
- (iv) QMUL's partnership with the University of London Institute in Paris (ULIP) had developed during the past year. In addition to QMUL's involvement in teaching the MA in Paris Studies at ULIP, and the LLM programme in Paris, new collaborations had been established at postgraduate level in international relations, and joint activities in business at undergraduate and postgraduate level were being explored. The School of Politics and International Relations and the Centre for Commercial Law Studies had held a range of research events at ULIP in recent months and a joint Research Advisory Board had been established with ULIP to promote and enhance research collaborations.

2015.79

Senate **received** a report from the Vice-Principal and Executive Dean (Science and Engineering) (SE2015.34c). Members **noted** that:

- (i) The Faculty of Science and Engineering had held the annual Faculty Celebration. New members of staff were welcomed to the community at this event and awards were presented to 34 colleagues in recognition of outstanding innovation in teaching, research and professional services.
- (ii) The Faculty had launched its Research Enabling Initiative. This project had been established to build upon the supportive environment already in place within the Faculty for the development of its research profile. It was anticipated that the initiative would be a valuable tool for staff, enabling them to increase the momentum of their research activity and providing greater flexibility to develop an internationally leading research agenda.
- (iii) Thanks were extended to the outgoing Head of the School of Physics and Astronomy and the Dean for Research. The Faculty was grateful for the excellent contributions of both colleagues, and the recruitment process for these senior appointments was underway.

2015.80

Senate **received** a report from the Vice-Principal (Student Experience, Teaching and Learning), SE2015.34d. Members **noted** that:

- (i) The consultation process for the QMUL undergraduate teaching and learning initiative was in progress, together with an internal audit to establish which existing activities would align with the principles and themes of the proposal. Some members of Senate expressed concern with regard to the speed of the consultation process, and the work that would be required to implement the

initiative for the 2017-18 academic year. It was noted that the timescale was ambitious, but deliberately so, in order to ensure that the benefits of the initiative could be delivered to students as soon as possible. Senate noted that the exact shape of the proposals would not be confirmed until the consultation process had concluded, and agreed that members would be informed of the different phases of the project in advance of the June 2016 meeting of Senate.

- (ii) The Teaching and Learning Conference and Drapers' Lecture, held on 20 January 2016, had been successful. The range of activities and the level of participation has been impressive, and the workshop activities included sessions on preparing students for higher education, assessment and feedback, opportunities in the workplace and placements. The opening plenary was delivered by Peter Boyd, Professor of Professional Learning at the University of Cumbria and asked the question *"How might students and academics negotiate the teaching, grading and feedback cycle in an age of accountability?"*. The conference ended with the annual Drapers' Lecture which was delivered by Baroness Tessa Blackstone and her lecture, *"University challenge: can a broader curriculum help create more successful graduates?"*, offered a response to the proposals in the government's Green Paper.
- (iii) The results from the 2015 Queen Mary Student Survey (QMSS) had been positive, and satisfaction for QMUL services and resources remained high, with a notable 91% of students saying that they were satisfied with the Student Enquiry Centre and library services. It was also encouraging to note that 90% of participants would recommend QMUL to others.
- (iv) Mile End Library had extended its weekend opening hours and would now be open from 8am until midnight, seven days a week. This extension would operate for a trial period and information would be gathered to monitor use and help shape and cost an effective service, should resource become available for longer hours in the future.
- (v) The student experience seminar *"Fed up with feedback"* was held on 10 February 2016. The session had been well attended, and the presentation prompted a lively discussion on the best ways to provide feedback, the challenges of feeding back in a timely fashion, especially with large student cohorts, and the importance of understanding the responsibilities of both staff and students to engage in this essential developmental activity.
- (vi) QMUL had secured funding to develop programmes as part of the Engineering Conversion Course Pilot Scheme. QMUL had received £75,000 to help deliver four conversion programmes at master's level: Biomedical Engineering; Electrical and Electronic Engineering; Sustainable Energy Engineering; and Big Data Science as an engineering-related computer science programme.

- 2015.81 Senate **received** a report from the Vice-Principal (Research), (SE2015.34e). Members **noted** that:
- (i) Research Excellence Framework (REF) meetings would be taking place with schools and institutes over the coming months. Members noted that a REF Impact role had been created within Professional Services.
  - (ii) The £4 million investment in research equipment, announced in 2015, had now been allocated to QMUL.
  - (iii) QMUL's completion rate for the provision of information to Researchfish was close to 100%. While colleagues were thanked for their work in this connection, it was noted that there was pressure on postgraduate research students to provide this information or risk losing funding. Senate members acknowledged that there were likely to be imperfections in a global system of this sort; however, the imposition of sanctions for failure to report on a grant was common practice across the funding bodies.
  - (iv) The programme for creating a new research structure for the Life Sciences Institute was underway with plans for the new structure to be revealed later in the year. Recruitment to the taught programmes associated with the Life Sciences Institute was on target, with considerable progress having been made with some of the operational challenges related to these programmes.

- 2015.82 Senate **received** a report from the Vice-Principal (International), (SE2015.34f). Members **noted** that:
- (i) The new QMUL Confucius Institute had enrolled 36 self-funded students onto Mandarin language classes. A student exchange agreement had been signed with QMUL's Confucius Institute partner, Shanghai University of Finance and Economics, and the first in a series of on-campus events had been held in February 2016 to coincide with Chinese New Year.
  - (ii) A new co-funding agreement had been signed between QMUL and the Higher Education Commission (HEC) of Pakistan in support of 36 PhD students per annum until 2021.
  - (iii) During January and February 2016 the Vice-Principal (International) had hosted visits from: Zhejiang University, University of São Paulo, Jindal Global University and the University of Islamabad. The year's programme of Embassy and High Commission visits had focused on Malaysia, Indonesia, Thailand, Singapore and Vietnam in advance of a tour of South-East Asia with academic colleagues in Spring 2016. QMUL had also established Regional Interest Groups to highlight opportunities and best practice in relation to student recruitment and teaching and research partnerships.
  - (iv) A new memorandum of understanding had been signed with Jindal Global University (JGU), India, in support of the establishment of an Association of Emergent South Asian Research Universities.

- 2015.83 Senate received a **report** from the Vice-Principal (Public Engagement and Student Enterprise), (SEN2015.34g). Members **noted** that:
- (i) In December 2015, the Centre for Public Engagement received final sign-off from Research Councils UK for the reporting on its three year *Catalyst for Public Engagement* project. Praise had been received for this work, particularly in the area of leadership.
  - (ii) Work had commenced on the development of the UK's first Public Engagement Watermark, in collaboration with the National Coordinating Centre for Public Engagement.
  - (iii) The first QMUL Festival of Communities would take place between 21 May and 4 June 2016. The programme included a family fun day, poetry readings and the opportunity to attend events at the Centre of the Cell and Barts Pathology Museum.
  - (iv) QMUL would hold its first social enterprise focused boot camp in collaboration with the School of Social Entrepreneurs and UnLtd. 50 students would develop solutions to social problems in Tower Hamlets, with £5000 of funding available to help launch the best ideas.
  - (v) Future priorities for student enterprise would include partnerships with stakeholders outside QMUL to enhance support for student entrepreneurs; it was hoped that these new partnerships would contribute to the QMUL undergraduate teaching and learning initiative.

### **Students' Union President's report**

- 2015.84 The Students' Union President **reported** that:
- (i) Elections for the sabbatical positions in 2016-17 were underway. QMSU had arranged a vote festival, and had used text messages and QMPlus to engage students in the election process.
  - (ii) The annual Drapers' Academic Education Awards had taken place on the 29 February 2016 with 130 students and staff nominated for an award. Members noted that details of the nominees and award winners were available on the QMSU website.
  - (iii) The QMSU campaign to extend library opening hours had resulted in a trial extension of opening hours from 8am to midnight on a trial basis during which usage would be monitored.

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

### **Public engagement**

- 2015.85 Senate **received** a presentation from the Executive Officer for Public



Engagement regarding the wide range of public engagement activity at QMUL. Members **noted** with interest the scope of opportunities available for getting involved in public engagement, and were invited to contact the Centre of Public Engagement with any questions or ideas for new initiatives.

### **QMUL's response to the government's green paper (SE2015.35)**

- 2015.86 Senate **received** QMUL's response to the Department for Business, Innovation and Skills' green paper *Fulfilling our Potential: Teaching Excellence, Social Mobility and Student Choice*. Members **noted** that the proposal for the establishment of the Office for Students would require revisions to legislation and it remained unclear when a higher education bill would be considered by Parliament.
- 2015.87 Members further **noted** the significant cost implications of the proposals. The Teaching Excellence Framework would be implemented without additional resource and the proposed Office for Students would be funded by a subscription model, with the cost of this service transferring from the Department for Business, Innovation and Skills to institutions. Members were invited to submit further comments outside of the meeting to the President and Principal.

### **Teaching Recognition Project report (SE2015.36)**

- 2015.88 Senate **received** a report from the Centre for Academic Practice and Professional Development on the Teaching Recognition Project. The Project was established to meet the Student Experience, Teaching, Learning and Assessment Strategy (SETLA) objective 3.1, indicator 1 for 100% of staff with teaching responsibilities to hold or be working towards a recognised teaching qualification by 2018-19. Members **noted** that the benchmark for teaching qualifications at QMUL was the Higher Education Academy fellowship, further noting that that alternative or overseas qualifications would be considered for eligibility on a case-by-case basis.

## **Part 3: Matters for consideration**

### **Academic governance review (SE2015.37)**

- 2015.89 Senate **considered** the updated report of the academic governance review, having received the initial report at its meeting in June 2015. Senate **approved** the final recommendations as follows which related to decision making and the need to monitor alignment with the Academic Governance Framework 2010.
- (i) The Academic Governance Framework, originally approved in 2010, would be updated to reflect the current arrangement of advisory groups and boards of Senate. Key individuals, boards and groups would be asked to provide a self-evaluation of how the structure was operating from their perspective, and these responses would be considered by Senate.
  - (ii) From 2016-17 schools and institutes would be required to complete a template on current structures for academic governance as part of the Planning and Accountability Review.
  - (iii) ARCS would collate a digest of key issues on which the views of schools and institutes were sought. The aim of this document would be

to provide details of priorities and timescales in order to support schools and institutes, with a view to reducing the burden of responding to numerous separate requests for feedback and documentation. The Faculty Operating Officers would be consulted for their views on the optimum format and frequency for this digest.

### **QMUL Freedom of Speech Policy (SE2015.38)**

- 2015.90 Senate **considered** revisions to the Freedom of Speech Policy (formerly Freedom of Expression Policy). Members **noted** that the Policy aimed to retain wherever possible the exercise of freedom of speech within the law. This approach was set within the context of QMUL's values and the defining purpose of a university as a site of debate, enquiry and challenge.
- 2015.91 Members **agreed** that, in future, it would be helpful for Senate to receive a version of updated documents with any proposed amendments highlighted for ease of reference. Senate **agreed** that both the original and revised versions would be circulated outside the meeting, with members given two weeks to provide comments, and that Chair's action would be taken to approve the final draft.

### **Student casework report (SE2015.39a – SE2015.39d)**

- 2015.92 Senate **considered** the reports on student casework for 2014-15 as follows: academic appeals, assessment offences, complaints, discipline, fitness to practise and cases submitted under the QMUL appeal regulations (non-academic cases).
- 2015.93 Members **noted** that the number of academic appeals received in 2014-15 was broadly in line with sector norms, with feedback on assessment emerging as a concern that would be addressed through schools' and institutes' use of 'results surgeries' (or similar) from 2016 onwards. Members further **noted** that there had been a slight decrease in the number of assessment offences considered during the period under consideration; this decrease had been attributed to fewer cases of undergraduate plagiarism.

### **Queen Mary University of London and Barts Health NHS Trust Research Management Policies (SE2015.40)**

- 2015.94 Senate **considered** and **approved** a revised set of Joint Clinical Research policies. Members **noted** that the policies had been developed to enable QMUL and Barts Health to adopt an even more coherent and collaborative approach to managing their research activities. The Joint Research Management Office had reviewed the policies and made revisions to ensure that there was a transparent policy framework which addressed regulatory and legal requirements for research managers and research active staff in both organisations as equitably and as consistently as possible. Senate made recommendations for additional strands to the policies to include a policy on the release of data, clinical trial compensation and additions to the Intellectual Property Policy. These additional issues would require further policy development which would be considered at a future meeting of Senate.

### **Suspension of Regulations Report (SE2015.41)**

- 2015.95 Senate **considered** the summary of suspensions of regulations requested during the period December 2015 to February 2016.

2015.96 Members **noted** that a task and finish group, comprised of Senate members and chaired by the Vice-Principal (Student Experience, Teaching and Learning), had been established to examine the causes of requests for suspensions of regulations in more depth. The group would make recommendations to the June 2016 meeting of Senate.

#### **LLM Paris term dates (SE2015.42)**

2015.97 Senate **approved** term dates for the LLM Paris programme up to and including the 2020-2021 academic year.

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

#### **Taught Programmes Board (SE2015.43)**

2015.98 Senate **noted** the report from the Taught Programmes Board which detailed academic developments considered between 5 November 2015 and 26 February 2016.

#### **Education Quality Board (SE2015.44)**

2015.99 Senate **noted** the report from the Education Quality Board which detailed key items of business considered at meetings held on 11 November 2015 and 17 February 2016.

#### **Research Degrees Programmes and Examinations Board (SE2015.45)**

2015.100 Senate **noted** the executive summary of business considered by the RDPEB between December 2015 and February 2016.

#### **Ethics of Research Committee (SE2015.46)**

2015.101 Senate **noted** the executive summary of business considered by the Ethics of Research Committee at its meeting on 11 November 2015.

#### **Partnerships Board (SE2015.47)**

2015.102 Senate **noted** the executive summary of the meetings of the Partnerships Board held between 20 November 2015 and 16 February 2016.

#### **Vice-Principal's (Research) Advisory Group (SE2015.48)**

2015.103 Senate **noted** the executive summary of the Vice-Principal's (Research) Advisory Group held on 15 February 2016.

#### **Vice-Principal's (International) Advisory Group (SE2015.49)**

2015.104 Senate noted the executive summary of the Vice-Principal's (International) Advisory Group held on 4 February 2016.

## Part 5: Other matters

### Dates of meetings in 2015-16

2015.105 Senate **noted** that the next meeting of Senate would be held as follows:

- Thursday 9 June 2016