



Senate minutes 24 October 2024

Outcome requested:	Council is asked to consider the minutes of the Senate meeting held on 24 October 2024.
Executive Summary:	<p>The minutes of the meeting are provided in full for members. The following key items of business were considered:</p> <ul style="list-style-type: none">• Academic Governance Review report [m. 2024.002-007]• Presentation on education and student experience priorities [m. 2024.008-010]• Intellectual Property Policy [m. 2024.011-019]
QMUL Strategy: strategic aim reference and sub-strategies [e.g., SA1.1]	N/A
Internal/External regulatory/statutory reference points:	QMUL Charter and Ordinances Office for Students conditions of registration
Strategic Risks:	N/A
Equality Impact Assessment:	N/A
Subject to prior and onward consideration by:	N/A
Confidential paper under FOIA/DPA:	No
Timing:	Minutes of Senate meetings are provided to the following Council meeting.
Author:	Jane Pallant, Director of Governance and Legal Services
Date:	14/11/2024
Senior Management/External Sponsor:	Jonathan Morgan, Chief Governance Officer and University Secretary

Senate

Minutes of 24 October 2024

Present:

Prof Colin Bailey (Chair)	Prof Helen Bailey	Dr Oscar Bandtlow
Prof Adrian Bevan	Dr Marie- Luce Bourguet	Dr Livia A Carvalho
Dr Giorgio Chianello	Prof Mary Collins	Prof Kavita Datta
Dr Jayne Dennis	Prof James Esson	Dr Lei Fang
Dr Timothy Fulton	Prof Elizabeth Gillow	Dr Abimbola Giwa
Prof Emma Griffin	Dr Jürgen Groet	Dr Eleni Hagi-Pavli
Prof Michael Harker	Rahma Hegy	Tahmid Khan
Prof Andrew Livingston	Dr Philippa Lloyd	Prof John Marshall
Prof Stephanie Marshall	Al-Habib Mraish	Prof Mike Noon
Dr Émilie Oléron Evans	Jovani Palnori	Prof Thomas Prellberg
Prof Abhishek Saha	Dr Melanie Smuk	Prof Wen Wang

In attendance:

Prof Chie Adachi	Danny Hassell	Jonathan Morgan
Jane Pallant	Prof Daniel Todman	Prof Nick Vriend
Prof Tim Warner	Dr Joanne Yao	Kaya Wiles (Secretary)

Apologies:

Prof Amrita Ahluwalia	Prof Alp Atakan	Dr Georgia Black
Dr Erik Blair	Prof Frances Bowen	Prof Christopher Bray
Prof Caroline Brennan	Prof Rob Briner	Prof Liam Campling
Prof Sir Mark Caulfield	Prof Martin Coward	Dr Giulia De Falco
Prof Panos Deloukas	Dr Pedro Elston	Prof Neve Gordon
Prof Richard Grose	Prof Boris Khoruzhenko	Prof Martin Knight
Prof Ioannis Kokkoris	Dr Michaela MacDonald	Prof Joanne Martin
Prof Wayne Morrison	Prof Rachael Mulheron	Dr Ali Nankali
Dr Anthony Phillips	Dr Sharri Plonski	Dr Simon Rawlinson
Prof Kathryn Richardson	Prof Nitzan Rosenfeld	Prof Hazel Screen
Dr James Strong	Prof Elizabeth Tanner	Prof Galin Tihanov
Prof Christopher Tredwin	Prof Steve Uhlig	Prof Fiona Walter
Prof Anthony Warrens	Dr Yannick Wurm	

Part 1: Preliminary items

Welcome and apologies

2024.001	The Chair welcomed new members to Senate and noted the apologies received.
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Part 2: Matters for Discussion

Academic Governance Review report

(SE2024.01)

2024.002	Senate received a report on Phase 1 of the Academic Governance Review and noted the recommendations.
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- 2024.003 Senate **noted** that the recommendations focused on six key areas; Senate's role and purpose, meetings and agendas, induction and training, stakeholder engagement, membership, and delegation and reporting.
- 2024.004 Senate **noted** that recommendation 35 related to training on the Office for Students conditions of registration. The recommendation would be updated to clarify that it related to all relevant conditions.
- 2024.005 Senate **noted** that some discussions currently held during Senate meetings would require alternative forums to allow Senate to focus on its particular role and responsibilities. Phase 2 of the review would consider the role of faculties in these discussions.
- 2024.006 Senate **approved** the establishment of a working group which would consider a subset of the recommendations in more detail. The working group would consider the role of Senate members, diversity targets, ongoing support for members, and the elections process. Members were invited to express their interest in joining the working group.
- 2024.007 Senate **approved** the direction of travel following the review and **noted** that a detailed action plan would be shared over the coming months to assist Senate in monitoring the implementation of the review recommendations. The annual survey of members would also help to track the impact of any changes.

Education and Student Experience Priorities

**Presentation
(SE2024.16)**

- 2024.008 Senate **received** a presentation on education and student experience priorities.
- 2024.009 Senate **noted** the key three priorities were: consistently delivered, world class education; consistent advice and support for students; and having graduate attributes and employability embedded into the curriculum. Thanks were expressed to those who had contributed to the ongoing work across these priorities.
- 2024.010 Senate **noted** the activities being progressed to enhance the reach of the student voice. Student Staff Liaison Committees had been rebranded and were now Student Voice Committees which would report into the Education, Quality and Standards Board (EQSB). There was an emphasis on closing the feedback loop, allowing regular opportunities for students to provide feedback and for follow-up consideration and action to be reported back to students. Module Experience Surveys were being upgraded to increase participation and support Schools/Institutes in responding to student feedback. Endorsement from Heads of Schools/Directors of Institutes, Directors of Education and Programme Directors would be key to the success of the upgraded Module Experience Surveys. There was a target response rate of 80% for the upgraded Module Experience Surveys. The Surveys team were reviewing the annual schedule of student surveys to minimise the risk of survey fatigue amongst students. Discussions were also being held to ensure staff wellbeing was protected in relation to the nature of some of the feedback received.

Intellectual Property Policy

(SE2024.02)

- 2024.011 Senate **received** the draft Intellectual Property Policy.
- 2024.012 Senate **noted** that the policy had been updated to align with current best practice, meet government and UK Research and Innovation (UKRI) requirements, and to ensure it was legally robust.
- 2024.013 Senate **noted** that the Doctoral College would provide feedback after the meeting on possible implications of the revisions for Postgraduate Research (PGR) students.
- 2024.014 Senate **noted** that paragraph 6.3.4 referred to the inclusion of unpublished research in Teaching Materials. On occasion, teaching staff may wish to share ideas with students which they may in the future wish to publish. Senate members agreed that this paragraph would be discussed further after the meeting.
- 2024.015 Senate **noted** that paragraph 6.6.2 stated that employees should contact the Joint Research Management Office (JRMO) should they wish for software and/or data created during their employment to be licensed by Queen Mary on an opensource basis. The wording would be reviewed to make sure it was clear that it related to licensing agreements. Further consideration would be given to students who may wish to publish data via GitHub to ensure the policy did not create unintended barriers to those students.
- 2024.016 Senate **noted** paragraph 7.3.1 would apply to all students who collaborated on taught and research degrees with employees. This paragraph included undergraduate students, however members noted that postgraduate students were more likely to be generating intellectual property in collaboration with employees.
- 2024.017 Senate **noted** that paragraph 7.3.5 referred to the option available to students to request that Queen Mary supported the commercialisation of their intellectual property as though they were an employee. This did not deviate from current practice and where applicable, the intellectual property would continue to be owned by the student.
- 2024.018 Senate **noted** that the independent review of university spin-out companies, and the implementation of recommendations by the Government and universities, had created further consistency between UK and US institutions.
- 2024.019 Senate **noted** that members were invited to share feedback on the Intellectual Property Policy with the Director of Governance and Legal Services by 15 November 2024. The Policy would be reviewed again before consideration by Senate in December 2024. Once approved, a communications plan would be developed to ensure the updated policy was effectively publicised to staff.

Part 3: Matters for Report

Taught Programmes Board (SE2024.03)

2024.020 Senate **noted** proposals relating to programme and module academic developments that had taken place between 29 May 2024 and 03 October 2024.

Education Quality and Standards Board (SE2024.04)

2024.021 Senate **noted** the executive summary of business of the Education Quality and Standards Board (EQSB) meetings held on 15 May 2024, 16 July 2024 and 18 September 2024.

Research Degrees Programmes and Examinations Board (SE2024.05)

2024.022 Senate **noted** the executive summary of business considered by the Research Degrees Programmes and Examinations Board from June 2024 to September 2024.

Ethics of Research Committee (SE2024.06)

2024.023 Senate **noted** the executive summary of business considered by the Ethics of Research Committee at the meeting on 19 June 2024 and actions taken since.

2024.024 Senate **noted** the two high-risk applications considered by the Ethics of Research Committee on 19 June 2024. Study QME 24.0358 referenced a recommendation that researchers seek Prevent duty guidance. It was noted that QMSU had established a policy opposing Prevent, however the University were required to fulfil its statutory duties.

Partnerships Board (SE2024.07)

2024.025 Senate **noted** the executive summary of business considered by the Partnerships Board between 09 May 2024 and 23 September 2024.

Approval of membership and noting the terms of reference for Senate 2024–2025 (SE2024.08)

2024.026 Senate **noted** the terms of reference and **approved** the membership for 2024–2025.

Indicative annual business plan for 2024–2025 (SE2024.09)

2024.027 Senate **approved** the indicative plan of core business for the 2024-25 academic session.

2024.028 Senate **noted** the opportunity to hold ‘deep dive’ discussions during Senate meetings. Members were invited to suggest topics for in-depth consideration.

Approval of membership and terms of reference for sub-boards of Senate for 2024–2025 (SE2024.10)

- 2024.029 Senate **received** the 2024–25 membership and terms of reference for the Education Quality and Standards Board, Taught Programmes Board, Research Degrees Programmes and Examinations Board, and the Partnerships Board.
- 2024.030 Senate **noted** that there had been a reduction in the EQSB membership which aligned with recommendations emerging from phase one of the academic governance review. The review had found that the large membership size was negatively impacting upon the Board’s effectiveness. The revised membership comprised more faculty-level and central staff, where previously members had been at School/Institute level. The importance of implementing mechanisms for ensuring effective engagement with colleagues at School/Institute level was noted.
- 2024.031 Members **noted** that the 2024–25 membership and terms of reference for the Ethics of Research Committee would be considered at the next meeting.
- 2024.032 Senate **approved** the membership and terms of reference for sub-boards of Senate for 2024–25.

Minutes of the last meeting held on 13 June 2024 (SE2024.11)

- 2024.033 Senate **confirmed** the minutes of the meeting held on 13 June 2024.

Chair’s Actions (SE2024.12)

- 2024.034 Senate **noted** that small revisions to the Academic Regulations for 2024-25 had been approved by Chair’s Action. Clause 4.94, which related to third attempts for MBBS students, had been removed as this provision was now covered by clauses 2.105 and 2.106. Clauses 6.24 and 6.25 had been amended to more clearly articulate rules around progression for students studying the CertHE Applied Finance apprenticeship programme.
- 2024.035 Senate **noted** that the Student Learning Engagement Policy had been approved by Chair’s Action following an email consultation with Senate members in July 2024. Since the policy’s approval, the launch of a replacement learning engagement analytics platform had been postponed by one year to September 2026.
- 2024.036 Senate **noted** that the Marking Policy had been approved by Chair’s Action following an email consultation with members in July-August 2024. The policy would be further considered by Senate in June 2025. The review would provide an opportunity to address queries around the new section on contingency marking arrangements and the 15 working-day turnaround time. It was noted that contingency marking arrangements should only be required in exceptional circumstances. Further consideration would be given to how Senate could be appropriately involved in contingency arrangements for marking while also managing potential conflicts of interest effectively.

President and Principal’s report (SE2024.13)

- 2024.037 Senate **received** a report from the President and Principal.
- 2024.038 Senate **noted** that although the President and Principal’s report presented updates that went beyond Senate’s core business, these updates provided

useful contextual information around sector developments. Members therefore agreed that the reports should continue to be included in meeting papers. Members also confirmed that they found the Vice-Principal reports useful. Consideration would be given to how information could be disseminated at Faculty and School/Institute level.

Students' Union President's report

(SE2024.14)

2024.039

Senate **received** a report from the Students' Union President and noted:

- Welcome Fair events at Mile End and Whitechapel campuses had been a success, with over 11,000 attendees;
- the key activities that had taken place to encourage student volunteering. QMSU had nine active student-led volunteering groups, and 413 students had completed safeguarding training to begin volunteering;
- QMSU were undergoing an external review of their democratic structures, with a focus on Student Council. The first phase consisted of desk-based research and stakeholder interviews. Once drafting and feedback had concluded, QMSU would engage with the wider team, student representatives and Queen Mary colleagues;
- QMSU had published a statement on the recent crisis in Lebanon and were working to support the safety and wellbeing of affected students,
- QMSU were working with University colleagues on EvaSys and module evaluations to ensure the move from anonymous responses continued to protect confidentiality and promote honest reviews where possible;
- The Vice-President (Barts and The London) had been working to trial inclusive Personal Protective Equipment (PPE) that provided students with the option of accessing PPE with head coverings and full sleeves;
- The Vice-President (Humanities and Social Sciences) and Vice-President (Science and Engineering) had been working together on embedding employability in the curriculum;
- The Vice-President (Science and Engineering) had been working to implement an internship scheme for students from low-economic backgrounds;
- The Vice-President (Humanities and Social Sciences) would be conducting a survey of students who were employed alongside their studies and the impact of working on progression and retention.

Vice-Principal's reports

(SE2024.15)

2024.040

Senate **noted** the report from the Vice-Principal (Health) (SE2024.15a).

2024.041

Senate **noted** the report from the Vice-Principal (Humanities and Social Sciences) (SE2024.15b).

2024.042

Senate **noted** the report from the Vice-Principal (Science and Engineering) (SE2024.15c).

2024.043

Senate **noted** the report from the Vice-Principal (Education) (SE2024.15d).

2024.044

Senate **noted** the report from the Vice-Principal (Policy and Strategic Partnerships) (SE2024.15e).

2024.045 Senate **noted** the report from the Vice-Principal (Research and Innovation) (SE2024.15f).

Part 4: Other matters

Dates of future meetings

2024.046 Senate **noted** the upcoming Senate meetings for 2024–25:

- Thursday 12 December 2024
- Thursday 13 March 2025
- Thursday 12 June 2025

Any Other Business

2024.047 No other business was raised.