



**Senate**

<b>Paper Title</b>	Minutes of the meeting of Senate held on 13 December 2018.
<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 Colin Bailey, President and Principal

## Senate

### Minutes of 13 December 2018 (unconfirmed)

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#### Present:

Professor Colin Bailey (Chair)	Professor Amrita Ahluwalia	Professor David Arrowsmith
Dr Adrian Bevan	Dr Ginestra Bianconi	Dr Andrejs Braun
Dr Colleen Cotter	Dr Sadhvi Dar	Dr Danë Goodsman
Professor Colin Grant	Professor Lucinda Hall	Professor Yang Hao
Professor Matthew Hilton	Dr Robert Janes	Professor Boris Khoruzhenko
Professor Simon Lucas	Ahmed Mahbub	Professor Alastair Owens
Dr Eranjan Padumadasa	Professor Richard Pickersgill	Eathan Plaschka
Redwan Shahid	Professor Adrian Smith	Professor John Stark
Professor Steve Thornton	Professor Wen Wang	Professor Tim Warner
Professor Anthony Warrens		

#### In attendance:

Dr Emma Hare	Simon Hayter	Trudy Mason
Jonathan Morgan	Dr Catherine Murray	Jane Pallant
Dr Bijendra Patel	Kaya Wiles (minutes)	

#### Apologies:

Professor David Adger	Professor Rob Allaker	Dr Mark Baxendale
Dr Victoria Bird	Dr Edo Boek	Professor Warren Boutcher
Dr Adrian Briggs	Dr John Buchanan	Professor Jack Cuzick
Dr Madeleine Davis	Dr Sebastian del Bano Rollin	Professor Adam Fagan
Professor Penny Green	Dr Richard Grose	Professor Julian Jackson
Dr Jessica Jacobs	Dr Judith Jones	Professor Rafael Leal-Arcas
Professor David Lee	Professor Irene Leigh	Professor Nicholas Lemoine
Professor Stephanie Marshall	Nabilah Mayat	Dr Michael McKinnie
Professor Peter McOwan	Dr Kamyar Mehran	Professor Anthony Michael
Professor Sujoy Mukerji	Dr Jason Niggli	Professor Mike Noon
Professor Phoebe Okowa	Professor Mauro Perretti	Professor Thomas Prellberg
Jane Reid	Dr Mark Roberts	Dr Isobel Roele
Jasmine Shahi	Professor Bill Spence	Dr Anwar Tappuni
Dr Christopher Tyson	Professor Ian Walden	

### Part 1: Preliminary items

#### Minutes of the previous meeting (SE2018.22)

2018.46 Senate **approved** the minutes of the meeting held on 01 November 2018.

#### Chair's actions and matters arising (SE2018.23)

2018.47 Senate **noted** that the next phase in the implementation of semester-based examinations would involve a consultation on the potential options for the delivery

of the examinations themselves, following the approval by Senate of the semester dates. Staff from the examinations team would arrange individual meetings with each school and institute to discuss the options for both the pattern of examination delivery and possible venue requirements. Discussions would continue through the implementation of the initiative to assess potential equality impacts (minutes 2018.20-2018.24).

2018.48 Senate **noted** that discussions around the implementation of timetabling improvements were ongoing. Colleagues were thanked for their engagement with the process and for the hard work in meeting the revised timeframes (minutes 2018.25-2018.27).

#### **President and Principal's report (SE2018.24)**

2018.49 Senate **noted** the President and Principal's report.

#### **Vice-Principals' Reports (SE2018.25a – SE2018.25g)**

2018.50 Senate **noted** the report from the Vice-Principal (Health), (SE2018.25a).

2018.51 Senate **noted** the report from the Vice-Principal and Executive Dean (Humanities and Social Sciences), (SE2018.25b).

2018.52 Senate **noted** the report from the Vice-Principal and Executive Dean (Science and Engineering), (SE2018.25c).

2018.53 Senate **noted** the report from the Interim Vice-Principal (Education) (SE2018.25d).

2018.54 Senate **noted** the report from the Vice-Principal (Research), (SE2018.25e).

2018.55 Senate **noted** the report from the Vice-Principal (International), (SE2018.25f).

2018.56 Senate **noted** the report from the Vice-Principal (Public Engagement and Student Enterprise), (SE2018.25g).

#### **Students' Union President's report (SE2018.26)**

2018.57 Senate **noted** the report from the Students' Union President.

### **Part 2: Matters for Discussion**

#### **Insecure Contracts**

2018.58 Senate **received** a presentation from the Director of Strategic Planning on insecure contracts. Members **noted** the following:

- (i) An analysis of the composition of Queen Mary's workforce had been undertaken with a particular focus on the proportion of Queen Mary staff on 'insecure' contracts. The UCU analysis of HESA data defined 'insecure' as fixed-term and atypical contracts. Atypical contracts were generally for one-off payments.

- (ii) The analysis involved a review of the number of fixed-term and atypical contracts at Queen Mary by full-time equivalent (FTE). It was noted that analyses which examine the composition of a workforce by headcount or by 'count of contract' could be misleading, particularly when looking at research intensive institutions where fixed-term contracts were more common and were often externally funded.
- (iii) The analysis showed that the percentage of staff on open-ended/permanent contracts had increased between 2013-14 and 2016-17, the percentage of staff on fixed term contracts had reduced and the percentage of staff on atypical contracts was unchanged.
- (iv) One school/institute had been asked to examine the nature of atypical contracts for the 2016-17 academic year. It found that 24% of the contracts had been coded as academics erroneously, 8% were Teaching Associates/Teaching Fellows (TAFT), 11% guest speakers and 5% were research assistants.
- (v) Members noted that, where a school or institute had a high percentage of staff on fixed term contracts, this would be reviewed by their HR business partner.
- (vi) Data relating to technicians and professional services staff would be released to members of the Professional Services Leadership Team (PSLT) and to the relevant school/institute/faculty in due course.

### **Presentation from the Vice-Principal (International)**

2018.59 Senate **received** a presentation from the Vice-Principal (International) on the Global Engagement Strategy. Members **noted** the following:

- (i) Queen Mary welcomed staff and students from over 160 nationalities and was one of the most diverse higher education institutions in the world.
- (ii) The Global Engagement Strategy had been launched on 28 November 2018 and the launch event had been attended by over 100 people, including representatives from the Queen Mary Students' Union and members of each faculty.
- (iii) The strategy consisted of six commitments to excellence:
  1. A global community of talent and diversity,
  2. Global excellence in education,
  3. Global excellence in research,
  4. Innovation Partnerships with global industry,
  5. Global policy impacts and
  6. A global family.
- (iv) Staff were encouraged to engage with the transnational research networks being set up. It was noted that Professor Valsamis Mitsilegas, Deputy Dean for Global Engagement (Europe), was co-

coordinator of the European Criminal Law Academic Network (ECLAN).

- (v) Staff were asked to engage with internationally-based alumni, and to think of ways to work creatively with them as partners to create a global network of active ambassadors, advocates and supporters of the university.

#### **Academic regulations 2019-20 (SE2018.27)**

- 2018.60 Senate **noted** that work was underway to update the Academic Regulations so that these would be clearer and more concise in future.
- 2018.61 Senate **considered** two example chapters and a proposal for a revised structure for the 2019-20 Academic Regulations.
- 2018.62 Senate **agreed** to the direction of travel with regard to the initial amendments and noted that the final set of regulations would be considered at the Senate meeting in June 2019.

#### **Interim REF Code of Practice (SE2018.28)**

- 2018.63 Senate considered an interim Code of Practice for the Research Excellence Framework (REF) 2021. The Code of Practice would be updated further once final REF guidance was issued to institutions.
- 2018.64 Senate noted the proposed rules for REF2021 concerning the flexibility of selecting between one and five outputs for submission per member of staff and noted that a model would be utilised to optimise the selection of outputs in the final submission.
- 2018.65 Staff were advised to refer to the interim code of practice for further details on the consideration of personal circumstances. It was noted that the REF guidance issued for consultation in July 2018 contained a number of proposals where universities could request a reduction in the total number of outputs required for a given submission. Finalised guidance was expected to be available in early 2019. Once a national framework for the consideration of personal circumstances had been confirmed, Queen Mary would update the code of practice with the relevant guidance and mechanisms for declaring personal circumstances.
- 2018.66 Senate **approved** the interim code of practice.

#### **Honorary Degrees and Fellowships (SE2018.29) *confidential***

- 2018.67 Senate **considered** the nominations for Honorary Degrees and Fellowships of Queen Mary recommended by the Honorary Degrees and Fellowships Committee (HDFC). The conferment of approved honorary degrees and fellowships would take place at the graduation ceremonies in July 2019.
- 2018.68 Senate **approved** for recommendation to Council the nominations for Honorary Degrees of Queen Mary.
- 2018.69 Senate **approved** for recommendation to Council the nominations for Fellow of Queen Mary.

### **MSc Surgical Skills with the University of Malta (SE2018.30)**

- 2018.70 Senate **considered** the proposal for an exception to its framework of collaborative provision for a joint award with the University of Malta.
- 2018.71 It was noted that the curriculum had been developed jointly with the University of Malta to draw on expertise from each of the partners. The University of Malta had facilities that would benefit students on the programme, including a large surgical faculty and a cadaver lab for surgical skills training. As Queen Mary could not offer training on cadavers, this partnership offered a significant benefit to students.
- 2018.72 Senate queried how the joint award aligned with strategic plans. It was noted that consideration had been given to wider strategy, including the MBBS (Malta) programme and partnership with the Maltese government.
- 2018.73 Senate discussed the ethical implications of offering training on cadavers at the University of Malta. It was noted that the University of Malta would have responsibility for any part of the programme that used cadavers. Queen Mary would provide training using simulations.
- 2018.74 Senate **approved** the exception to its framework of collaborative provision for a joint award with the University of Malta.

### **Part 3: Matters for Report**

#### **Annual assurance report (SE2018.31)**

- 2018.75 Senate **noted** the suspension of regulations annual summary report 2018.

#### **Taught Programmes Board (SE2018.32)**

- 2018.76 Senate **noted** the proposals relating to programme and module academic developments between 15 October 2018 and 26 November 2018.

#### **Education Quality and Standards Board (SE2018.33)**

- 2018.77 Senate **noted** the executive summary of the Education Quality and Standards Board meeting held on 24 October 2018.

#### **Vice-Principal's (Public Engagement and Student Enterprise) Advisory Group (SE2018.34)**

- 2018.78 Senate **noted** the executive summary of the Vice-Principal's (Public Engagement and Student Enterprise) Advisory Group meeting held on 09July 2018.

### **Part 4: Other matters**

#### **Dates of future meetings**

- 2018.79 Senate **noted** that the next meetings of Senate would be held as follows:
- Thursday 7<sup>th</sup> March 2019, 3-5pm in Colette Bowe, Mile End
  - Thursday 13<sup>th</sup> June 2019, 3-5pm in Colette Bowe, Mile End

