Queen Mary
University of London

Senate

Paper Title	Minutes of the last meeting of Senate held on 13 June 2019
Outcome requested	Senate is asked to **approve** the minutes of the last meeting.
Points for Senate members to note and further information	n/a
Questions for Senate to consider	n/a
Regulatory/statutory reference points	n/a
Strategy and risk	n/a
Reporting/ consideration route for the paper	Senate to approve.
Authors	Jane Pallant, Deputy Academic Registrar
Sponsor	Professor Colin Bailey, President and Principal

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Minutes of 13 June 2019 (unconfirmed)

Present:

Professor Colin Bailey (Chair)	Professor Amrita Ahluwalia	Professor David Arrowsmith
Dr Victoria Bird	Professor Warren Boutcher	Dr Colleen Cotter
Dr Madeleine Davis	Professor Lucinda Hall	Dr Jessica Jacobs
Dr Robert Janes	Professor Boris Khoruzhenko	Professor David Lee
Professor Simon Lucas	Ahmed Mahbub	Professor Stephanie Marshall
Dr Michael McKinnie	Dr Kamyar Mehran	Professor Anthony Michael
Professor Mike Noon	Professor Alastair Owens	Dr Eranjan Padumadasa
Professor Richard Pickersgill	Professor Thomas Prellberg	Redwan Shahid
Professor Adrian Smith	Dr Christopher Tyson	Professor Wen Wang
Professor Tim Warner		

In attendance:

Simon Hayter	Kerry Johnson	Jonathan Morgan
Jane Pallant	Kaya Wiles (minutes)	

Apologies:

Professor David Adger	Professor Rob Allaker	Dr Mark Baxendale
Dr Adrian Bevan	Dr Ginestra Bianconi	Dr Edo Boek
Dr Andrejs Braun	Dr Adrian Briggs	Dr John Buchanan
Professor Paul Coulthard	Professor Jack Cuzick	Dr Sadhvi Dar
Professor Kavita Datta	Dr Sebastian del Bano Rollin	Dr Danë Goodsman
Professor Colin Grant	Professor Penny Green	Dr Richard Grose
Professor Yang Hao	Professor Matthew Hilton	Professor Kimberley Hutchings
Professor Julian Jackson	Dr Judith Jones	Professor Rafael Leal-Arcas
Professor Nicholas Lemoine	Dr Philippa Lloyd	Nabilah Mayat
Professor Sujoy Mukerji	Dr Jason Niggli	Professor Phoebe Okowa
Professor Mauro Perretti	Eathan Plaschka	Jane Reid
Dr Mark Roberts	Dr Isobel Roele	Jasmine Shahi
Professor John Stark	Dr Anwar Tappuni	Professor Steve Thornton
Professor Ian Walden	Professor Anthony Warrens	

Part 1: Preliminary items

Minutes of the previous meeting (SE2018.53)

2018.115   Senate **approved** the minutes of the meeting held on 07 March 2019.

2018.116   Senate **approved** the minutes of the extraordinary meeting held on 14 May 2019.

President and Principal's report (SE2018.54)

2018.117   Senate **noted** the President and Principal's report.

2018.118	Members **noted** that an all-staff email had been circulated on 11 June 2019 to update staff on the Universities Superannuation Scheme (USS) pensions. Members had found the summary to be helpful and asked to be informed of further announcements.

2018.119	Members **noted** that the Augar Review of Post-18 Education and Funding had been published. The review had recommended tuition fees should be reduced to £7,500 a year. Other recommendations included lowering the graduate contribution threshold from £25,000 to £23,000 and extending the contribution period from 30 years after the completion of study to 40 years. The recommendations would need to be further considered by Parliament.

2018.120	Members **noted** that firm offer acceptances for undergraduate home and European Union (EU) applicants had increased since 2017-18 and that Postgraduate Taught (PGT) applications had also increased. Staff were thanked for their hard work in student recruitment.

Vice-Principals' Reports (SE2018.55a – SE2018.55g)

2018.121	Senate **noted** the report from the Vice-Principal (Health), (SE2018.55a).

2018.122	Senate **noted** the report from the Vice-Principal and Executive Dean (Humanities and Social Sciences), (SE2018.55b).

2018.123	Senate **noted** the report from the Vice-Principal and Executive Dean (Science and Engineering), (SE2018.55c). The Vice-Principal and Executive Dean (Science and Engineering) reported the following updates further to the written report: • Dr Christophe Eizaguirre had been appointed as the Deputy Dean for Research Impact; • Professor Teresa Alonso-Rasgado, Queen Mary's Dean for Global Engagement, had been awarded the Lazaro Cardenas Medal for academic excellence.

2018.124	Senate **noted** the report from the Interim Vice-Principal (Education) (SE2018.38d). The Vice-Principal (Education) reported the following updates further to the written report: • Professor Tony Michael had been appointed as the Deputy Vice Principal Education (Strategic Projects). • Professor Jo Brown had been appointed as the Deputy Vice Principal Education (Programmes).

2018.125	Senate **noted** the report from the Vice-Principal (International), (SE2018.38e).

2018.126	Senate **noted** the report from the Vice-Principal (Policy and Strategic Partnerships), (SE2018.38f).

2018.127	Senate **noted** the report from the Director of Research Services, (SE2018.38g).

Students' Union President's report (SE2018.56)

2018.128	Senate **noted** the report from the Students' Union President.

Part 2: Matters for Discussion

Teaching Excellence and Student Outcomes Framework (SE2018.57)

2018.129   Senate **received** a paper and presentation from the Vice-Principal (Education) on preparations for the Teaching Excellence Framework 5 (TEF 5), including the dry run exercise.

2018.130   Senate **noted** that, since its last meeting, schools had continued to build upon the work with Invisible Grail (www.invisiblegrail.com) to develop a draft narrative based on the TEF4 metric dataset in preparation for the dry run. The dry-run panel comprised students, academics and external experts who had assessed the TEF data and the draft narrative statement in order to arrive at the relevant TEF award for the exercise. Colleagues were given feedback on the 31 May 2019 and work would be undertaken with schools (subject areas) to work on recommendations in preparation for the January 2020 TEF 5 exercise. Schools and institutes had been asked to develop a 'whole-school/institute' approach to the TEF exercise, to understand their metrics fully and to work with students to address areas for improvement.

2018.131   The Vice-Principal (Education) thanked colleagues for the enormous amount of work that had gone in to the dry-run submissions. There had been some encouraging results following the exercise: the School of Mathematical Sciences had gone from lower bronze to middle silver and the School of Geography had demonstrated an excellent partnership between its staff and students.

2018.132   Members **noted** that metrics for TEF5 were expected to be released in October 2019.

Academic Regulations 2019-20 (SE2018.58a-e)

2018.133   Members **noted** that the academic regulations had been completely revised for 2019-20 in order to make them more concise and accessible for readers. Members were provided with a covering document that explained the changes, and noted that there were few policy changes for 2019-20.

2018.134   Members **noted** that extenuating circumstances processes were being reviewed as part of the Student Processes Improvement Programme (SPIP).

2018.135   Following discussion of the circumstances under which a student may change programme, Senate **agreed** to amend the wording of regulation 2.63 to permit flexibility in special circumstances. Regulation 2.63 would be amended from "*in no circumstances will a student be permitted to change modules more than two weeks into the teaching of a module*" to "*only in exceptional circumstances will a student be permitted to change modules more than two weeks into the teaching of a module*".

2018.136   Members **agreed** that specific aspects of the regulations, including permission to change modules, would be reviewed again before the 2020-21 version of the Academic Regulations was published.

2018.137   Senate **approved** the Academic Regulations 2019-20, subject to in the amended wording for Regulation 2.63.

2018.138   Senate **approved** the Academic Regulations for Research Programmes 2019-20, Academic Misconduct Policy, Appeal Policy and Interruption of Study Policy.

Assessment Handbook (SE2018.59)

2018.140   Senate **received** the Assessment Handbook for 2019-20. Members **noted** that terminology had been updated throughout and that the 'College Mark' had been replaced with 'Classification Mark'.

2018.141   Members **noted** that there had been two additions to the handbook for 2019-20:
                 • the handbook now included a statement on scaling which reflected existing policy;
                 • a paragraph explaining the relationship between semester-based examinations and the rules of the 'next available opportunity' for students resitting examinations.

2018.142   Members **noted** concerns about students publishing their work on external websites and whether this might constitute an assessment offence . Members noted that it was difficult to monitor this type of publication but schools and institutes were invited to raise concerns regarding incidents of this type with the Academic Registry and Council Secretariat.   .

2018.143   Senate **approved** the Assessment Handbook for 2019-20.

Admissions Policy (SE2018.60)

2018.144   Senate **received** the Queen Mary Admissions Policy for 2020-21 and the Policy for Admissions to Undergraduate Programmes in Medicine and Dentistry 2019 application and for 2020 entry.

2018.145   Members **noted** that only minor changes had been made to the policy for 2019-20. These changes included a response to guidance on criminal convictions and signposts to policies developed over the past year.

2018.146   Senate **approved** the Queen Mary Admissions Policy for 2020-21 and the Policy for Admissions to Undergraduate Programmes in Medicine and Dentistry 2019 application and for 2020 entry.

Code of Practice for Research Degree Programmes: proposed changes for 2019-20 (SE2018.61)

2018.147   Senate **received** a paper outlining the proposed changes to the Code of Practice for Research Degree Programmes for 2019-20 and the revised version of the code of practice.

2018.148   Members **noted** that the Research Degrees Programmes and Examinations Board (RDPEB) had recommended that research students would be able to enrol on three defined enrolment points each year, rather than at the beginning of each month. The recommendation was that students would only be able to enrol outside these three enrolment points in exceptional circumstances. Members requested further clarification of the exceptional circumstances in which a student would be permitted to enrol outside the three enrolment dates.

2018.149   Senate **approved** the Code of Practice for Research Degree Programmes for 2019-20 subject to clarification around exceptional enrolment.

| 2018.150 | Senate **approved** the request to delegate the authority to approve any final minor revisions to the text of the Code of Practice for Research Degree Programmes for 2019-20 to the Chair of the RDPEB. |

Freedom of Speech Policy (SE2018.62)

| 2018.151 | Members **noted** that Senate had last reviewed the Freedom of Speech Policy in October 2017. |

| 2018.152 | In March 2019 the Equality and Human Rights Commission (EHRC) published legal guidance on freedom of expression. Senate members had been invited to provide comments on the Freedom of Speech Policy or the EHRC guidance by 09 May 2019. The policy had been reviewed within Academic Registry and Council Secretariat (ARCS) in light of the EHRC guidance and the operation of the policy over the past year and no amendments were proposed. |

| 2018.153 | Senate **approved** the Freedom of Speech Policy. |

Part 3: Matters for Report

Taught Programmes Board (SE2018.63)

| 2018.154 | Senate **noted** the proposals relating to programme and module academic developments between 19 February and 28 May 2019. |

Education Quality and Standards Board (SE2018.64)

| 2018.155 | Senate **noted** the executive summary of the Education Quality and Standards Board meeting held on 12 May 2019. |

Research Degrees Examination and Progression Board (SE2018.65)

| 2018.156 | Senate **noted** the executive summary of business considered by the Research Degrees Examination and Progression Board between March and May 2019. |

Vice-Principal's (Public Engagement and Student Enterprise) Advisory Group (VPPESEAG) (SE2018.66)

| 2018.157 | Senate **noted** the executive summary of the Vice-Principal's (Public Engagement and Student Enterprise) Advisory Group meeting held on 08 April 2019. |

Partnerships Board (SE2018.67)

| 2018.158 | Senate **noted** the executive summary of business considered by the Partnership Board between 13 February and 31 May 2019. |

Vice-Principal's (Research) Advisory Group (SE2018.68)

| 2018.159 | Senate noted the executive summary of the Vice-Principal's (Research) Advisory Group meetings held on 26 February 2019 and 30 April 2019. |

Part 4: Other matters

Dates of future meetings

2018.160   Senate **noted** that the next meetings of Senate would be held as follows:
- Thursday 17th October 2019, 3pm-5pm in the Colette Bowe Room, Queens' Building, Mile End
- Thursday 5th December 2019, 3pm-5pm in the Colette Bowe Room, Queens' Building, Mile End
- Thursday 5th March 2020, 3pm-5pm in the Colette Bowe Room, Queens' Building, Mile End
- Thursday 4th June 2020, 3pm-5pm in the Colette Bowe Room, Queens' Building, Mile End