

Senate

Minutes of 17 October 2019 (draft)

Present:

Professor Colin Bailey (Chair)	Professor Rob Allaker	Dr Talhah Atcha
Dr Jason Berry	Dr Adrian Bevan	Professor Ginestra Bianconi
Dr Victoria Bird	Professor Warren Boutcher	Dr Adrian Briggs
Dr John Buchanan	Professor Paul Coulthard	Dr Madeleine Davis
Dr Debbie De Girolamo	Professor Danë Goodsman	Professor Colin Grant
Professor Yang Hao	Professor Matthew Hilton	Professor Peter Hobson
Professor Kimberley Hutchings	Professor Boris Khoruzhenko	Professor David Lee
Professor Simon Lucas	Professor Stephanie Marshall	Professor Seán McConville
Professor Anthony Michael	Professor Parvati Nair	Dr Fu Ng
Professor Sandra Nicholson	Professor Phoebe Okowa	Dr Eranjan Padumadasa
Professor Mauro Perretti	Christina Perry	Professor Richard Pickersgill
Professor Thomas Prellberg	Annika Ramos	Professor Adrian Smith
Professor John Stark	Professor Anwar Tappuni	Professor Steve Thornton
Krista Tingbranda	Dr Christopher Tyson	Professor Wen Wang
Professor Anthony Warrens		

In attendance:

Dr Nadine Lewycky	Jonathan Morgan	Jane Pallant
Professor Mangala Patel	Kaya Wiles (minutes)	

Apologies:

Professor Amrita Ahluwalia	Dr Mark Baxendale	Dr Edo Boek
Antonio Brozicevic	Professor Jack Cuzick	Dr Sadhvi Dar
Professor Kavita Datta	Dr Sebastian del Bano Rollin	Professor Penny Green
Dr Richard Grose	Dr Henri Huijberts	Professor Dan Todman
Dr Jessica Jacobs	Dr Robert Janes	Dr Judith Jones
Professor Nicholas Lemoine	Dr Philippa Lloyd	Dr Kamyar Mehran
Professor Sujoy Mukerji	Dr Jason Niggli	Professor Mike Noon
Professor Alastair Owens	Dr Amitha Ranauta	Jane Reid
Dr Mark Roberts	Dr Prakash Shah	Sidhant Singh
Professor Ian Walden	Professor Tim Warner	

Part 1: Preliminary items

Minutes of the previous meeting (SE2019.01)

2019.001 Senate **confirmed** the minutes of the meeting held on 13 June 2019.

Matters arising (SE2019.02)

2019.002 Members **noted** the clarification of the revised arrangements for enrolling postgraduate research students at three fixed points during the academic year,

including the definition of exceptional circumstances where a case may be made for enrolment at a different time

Terms of reference and membership (SE2019.03)

- 2019.003 Members discussed the attendance criterion defined within Senate's terms of reference, which stated that "a member who does not attend a meeting for twelve consecutive calendar months shall be deemed to have resigned his/her membership". Members **noted** that this criterion did not apply to members on maternity leave or other authorised leave.
- 2019.004 Senate **noted** its terms of reference and **approved** its membership for 2019-20.

President and Principal's report (SE2019.04)

- 2019.005 Senate **received** a report from the President and Principal.
- 2019.006 Members **noted** that Professor Andrew Livingston had been appointed as Vice-Principal (Research and Innovation). The President and Principal thanked Dr Sharon Ellis, Director of Research Services, for her leadership of the University's research and enterprise agenda and her contribution to strategic priorities over the past nine months.
- 2019.007 Members **noted** that interviews for the role of Vice-Principal (People, Culture and Inclusion) had taken place on 08 October 2019. The appointment would be announced to staff in due course.
- 2019.008 Members **noted** the extension to the length of time international graduates could remain in the United Kingdom after graduation to seek employment. The time span had been extended from four months to two years, restoring the pre-2010 position. The change had arisen following a significant amount of lobbying from the sector, which had championed the social, cultural and economic benefits that international students bring to the UK.
- 2019.009 Members **noted** that there had been significant progress with one of the key priority areas for Strategy 2030: Queen Mary Online. Discussions were underway with a preferred platform provider to enable the growth of distance learning provision to 10,000 students by 2030.

Vice-Principals' Reports (SE2019.05a – SE2019.05f)

- 2019.010 Senate **received** a report from the Vice-Principal (Health), (SE2019.05a).
- 2019.011 Members **noted** the Global Challenges Research Fund award of £193k to Professor Timothy Brown, Reader in Health Geography (School of Geography), Professor Andrew Prendergast, Professor of Paediatric Infection and Immunology (Blizard Institute) and Professor Kavita Datta, Professor of Development Geography (School of Geography).
- 2019.012 Senate received a report from the Vice-Principal and Executive Dean (Humanities and Social Sciences), (SE2019.05b).
- 2019.013 Senate **received** a report from the Vice-Principal and Executive Dean (Science and Engineering), (SE2019.05c).

- 2019.014 Senate **received** a report from the Vice-Principal (Education) (SE2019.05d).
- 2019.015 Members **noted** that the recent National Student Survey (NSS) results for Queen Mary showed an improvement in the ‘student voice’, ‘assessment and feedback’, ‘teaching on my course’ and ‘learning resources’ sections of the survey. The result for ‘overall satisfaction’ was disappointing and efforts to change the direction of travel would continue at pace. Given that the NSS surveyed final-year students, it was anticipated that current initiatives would be reflected in the scores in two years’ time
- 2019.016 Members **noted** that nominations had opened for the Education Excellence Awards and the President and Principal’s Prize.
- 2019.017 Senate **received** a report from the Vice-Principal (International), (SE2019.05e).
- 2019.018 Members **noted** the improvement in Queen Mary’s position in the Times Higher Education World University Rankings 2020. Queen Mary had been ranked second in the United Kingdom and nineteenth globally for ‘international outlook’.
- 2019.019 Senate **received** a report from the Vice-Principal (Policy and Strategic Partnerships), (SE2019.05f).

Students’ Union President’s report (SE2019.06)

- 2019.020 Senate **received** a report from the Students’ Union President.
- 2019.021 Members **noted** that 200 course representatives had been recruited in the first of two rounds of recruitment in the current year.
- 2019.022 Members **noted** that, from the 2020-21 academic year, the Students’ Union would have two additional executive officers in post. The addition of a Vice-President, Humanities and Social Sciences and a Vice-President, Science and Engineering would ensure that each of the three faculties was represented equally at the executive officer level.

Part 2: Matters for Discussion

Teaching Excellence and Student Outcomes Framework (TEF)

- 2019.023 Senate **received** an update from the Vice-Principal (Education) on preparations for the Teaching Excellence and Student Outcomes Framework Year 5 (TEF 5).
- 2019.024 Senate **noted** that an independent review of TEF, being led by Dame Shirley Pearce, was due to conclude in 2019. In the meantime, Queen Mary’s preparations for subject-level submissions would continue to follow existing internal timelines.
- 2019.025 Members **noted** that draft submissions for each subject area would be reviewed at a panel chaired by Professor Helen Higson, Deputy Chair of the TEF Subject Level Main Panel. Constructive feedback on the process would be circulated to schools and institutes in late November 2019.
- 2019.026 Members **noted** that institutions were awaiting the release of the TEF 5 metrics. In the meantime, metrics from TEF 4 would be used for the draft subject level

submissions. TEF 5 metrics would be shared with colleagues as soon as they became available.

Update from Academic Registry and Council Secretariat (ARCS) (SE2019.07)

- 2019.027 Senate **received** an update from ARCS on Professionalism and Success, timetabling, semester-based examinations and Online Admissions Services (OAS).
- 2019.028 Members **noted** that a task and finish group, led by Professor Jo Brown, had been established to investigate student misconduct and develop a framework of positive behaviours. A short survey would be circulated to Schools and Institutes to gather information on low-level misconduct and opinions on adding a warning system to the Code of Student Discipline.
- 2019.029 Members **noted** the work undertaken to improve student timetables and increase student module choice for the 2019-20 academic year. The changes had been successful in maximising student choice with a 69% increase in the number of unique combinations of modules accommodated within the timetable. A student survey had been conducted, which identified a series of quality measures used to create the timetables for the 7,000 continuing students in the Faculty of Humanities and Social Sciences and the Faculty of Science and Engineering. Following changes implemented as a result of the survey, there were 1,895 fewer instances where students had gaps of three hours (or longer) between teaching, 789 fewer instances of students being taught beyond 5pm and 486 fewer instances of students having teaching on each day of the week. Work was underway to include incoming first-year students in the project for the 2020-21 academic year.
- 2019.030 Members **noted** that preparations for the implementation of semester-based examinations were progressing well. Webpages providing answers to frequently asked questions had been developed and students on a period of interruption had been provided with an explanation of the changes. Additionally, the library opening hours had been extended over the Christmas period to assist students with revision.
- 2019.031 In response to a comment from one member regarding the burden of realigning module assessment plans to the new institutional schedule, members **noted** that semester-based examinations had been introduced to improve student retention and the student experience.
- 2019.032 Members **noted** that evening teaching could have a disproportionate impact on members of staff with childcare commitments, longer commutes or early starts on the following day. Schools and Institutes contemplating an increase in evening teaching should engage with staff and students to ensure that relevant factors are considered.
- 2019.033 Members **noted** that the Online Admissions Services (OAS) had launched on 07 October 2019.

Annual Assurance Report (2018-19) (SE2019.08)

- 2019.034 Senate **received** the Annual Assurance Report for 2018-19. Members **noted** that Senate provided assurance to Council on academic standards and the quality of the student experience at Queen Mary. Council, in turn, was required to provide

assurance to the Office for Students that risks to the ongoing conditions of registration as a higher education provider being met were managed appropriately.

2019.035 Senate **agreed** that the report would be submitted to Council for consideration at its meeting on 21 November 2019.

Professional Capability and Fitness to Practise Regulations (SE2019.09)

2019.036 Senate **received** the Professional Capability and Fitness to Practise Regulations for 2019-20.

2019.037 Members **noted** the two minor revisions to the regulations for 2019-20: the inclusion of the new BSc Oral Health; and a time limit of two calendar months for the completion of an investigation by the Professional Capability Committee.

2019.038 Senate **approved** the Professional Capability and Fitness to Practise Regulations for 2019-20.

Institute of Population Health Sciences (SE2019.19)

2019.039 Senate **received** a proposal for the establishment of the Institute of Population Health Sciences (IPHS).

2019.040 Members **noted** that the Institute would be formed by separating the Centre for Primary Care and Public Health from the Blizzard Institute and joining the Centre with the Social and Community Mental Health Unit.

2019.041 Senate **approved** the proposal to establish the Institute of Population Health Sciences (IPHS).

Part 3: Matters for Report

Approval of membership and terms of reference for sub-boards of Senate for 2019-20 (SE2019.10)

2019.042 Senate **approved** the terms of reference and membership of its sub-boards for 2019-20. Members **noted** that there may be slight amendments to the terms of reference for the Partnerships Board. Any such changes would be submitted to Senate for approval at its next meeting.

Indicative annual business plan for 2019-20 (SE2019.11)

2019.043 Senate **noted** the indicative annual business plan for 2019-20.

Council business themes (SE2019.12)

2019.044 Senate **noted** the Council annual schedule of business for 2019-20.

Taught Programmes Board (SE2019.13)

2019.045 Senate **noted** the proposals relating to programme and module academic developments between 29 May and 23 September 2019.

Education Quality and Standards Board (SE2019.14)

2019.046 Senate **noted** the executive summary of the Education Quality and Standards Board meeting held on 18 September 2019.

Research Degrees Examination and Progression Board (SE2019.15)

2019.047 Senate **noted** the executive summary of business considered by the Research Degrees Examination and Progression Board between June and September 2019.

Vice-Principal's (Research) Advisory Group (SE2019.16)

2019.048 Senate **noted** the actions and minutes from the Vice-Principal's (Research) Advisory Group meeting held on 01 October 2019.

Ethics of Research Committee (SE2019.17)

2019.049 Senate **noted** the executive summary of the Ethics of Research Committee meetings held on 27 March 2019 and 26 June 2019.

Part 4: Other matters

Dates of future meetings

2019.050 Senate **noted** that the next meetings of Senate would be held as follows:

- 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