



Senate

Paper Title	Minutes of the last meeting of Senate held on 10 June 2021
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
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Sponsor	Professor Colin Bailey, President and Principal

Senate

Minutes of 10 June 2021 (draft)

Present:

Professor Colin Bailey (Chair)
Dr Jason Berry
Dr Edo Boek
Professor Alex Clark
Dr Joseph Cronin
Professor Panos Delouka
Professor Richard Grose
Professor Peter Hobson
Dr Robert Janes
Aphrodite Liddington
Professor Stephanie Marshall
Professor Parvati Nair
Professor Alastair Owens
Professor Mauro Perretti
Professor Thomas Prellberg
Professor Hazel Screen
Professor Jason Sturgess
Professor Steve Uhlig

Shamima Akter
Professor Ginestra Bianconi
Professor Warren Boutcher
Dr Dianne Cooper
Dr Madeleine Davis
Professor Colin Grant
Sheila Gupta MBE
Professor Henri Huijberts
Professor Dr Steffi Krause
Professor Andrew Livingston
Professor Jo Martin
Dr Ali Nankali
Dr Eranjan Padumadasa
Professor Christina Perry
Dr Amitha Ranauta
Dr Prakash Shah
Professor Anwar Tappuni
Professor Wen Wang

Professor Adrian Armstrong
Professor Victoria Bird
Dr Rafa Castrejon-Pita
Professor Paul Coulthard
Dr Debbie De Girolamo
Professor Penny Green
Professor Matthew Hilton
Dr Jessica Jacobs
Dr Theo Kreouzis
Dr Philippa Lloyd
Professor Anthony Michael
Professor Mike Noon
Dr Michael Page
Professor Richard Pickersgill
Mat Robathan
Cameron Storey
Dr Christopher Tyson

In attendance:

Dr Robert Bennett (items 5 and 9)
Simon Hayter (items 13, 14, 15)
Jane Pallant

Dr Luke Bancroft (item 13)
Professor Stefan Krummaker
Sarah Scott (Minutes)

Mary Childs (item 14)
Jonathan Morgan
Joanne Tallentire (item 10)

Apologies:

Dr Mark Baxendale
Dr Paula Fonseca
Professor Nicholas Lemoine
Dr Jason Niggli
Professor Steve Thornton
Professor Fiona Walter
Professor David Williams

Professor Adrian Bevan
Professor Yang Hao
Professor Seán McConville
Professor Phoebe Okowa
Professor Daniel Todman
Professor Tim Warner

Dr Sadhvi Dar
Dr Judith Jones
Professor Sandra Nicholson
Jane Reid
Professor Ian Walden
Professor Anthony Warrens

Part 1: Preliminary items

Welcome and Apologies

2020.171

The Chair welcomed members to the meeting and noted the apologies received.

Minutes of the previous meeting (SE2020.44)

2020.172 Senate **confirmed** the minutes of the meeting held on 04 March 2021.

Chair's actions and matters arising (SE2020.45)

2020.173 Senate **noted** the approval by Chair's action of two new Queen Mary Complaints Assessors.

2020.174 Senate **noted** the approval by Chair's action of the Research Degrees Programmes and Examinations Board's (RDPEB) response to Senate on the proposal for unfunded PhD extensions due to disruption to research caused by Covid-19.

President and Principal's report (SE2020.46)

2020.175 Senate **received** a report from the President and Principal.

2020.176 Members **noted** the report from the President and Principal.

Vice-Principals' Reports (SE2020.47a-h)

2020.177 Senate **received** a report from the Vice-Principal (Health) (SE2020.47a) presented by Dr Robert Bennett, Chief Operating Officer, School of Medicine and Dentistry.

2020.178 Members **noted** that applications to clinical and non-clinical undergraduate programmes in the School of Medicine and Dentistry remained strong. Applications for postgraduate taught programmes were ahead of those received for 2020-21; acceptances and offers had also increased from the same period.

2020.179 Members **noted** that £83.4m in research awards had been secured to date, up from £76.5m. £288.3m worth of bids had been submitted year to date up from £218m at the same time in 2020.

2020.180 Senate **received** a report from the Vice-Principal and Executive Dean (Humanities and Social Sciences), (SE2020.47b).

2020.181 Members **noted** that Professor Mike Noon had agreed to serve a second term as Head of the School of Business and Management.

2020.182 Senate **received** a report from the Vice-Principal and Executive Dean (Science and Engineering), (SE2020.47c).

2020.183 Members **noted** the introduction of one new undergraduate and four new masters courses.

2020.184 Members **noted** the Faculty's revised leadership structure to better support the delivery of the objectives in the 2030 Strategy and the Faculty's enabling plan.

- 2020.185 Members **noted** that the Chinese Ministry of Education had approved the transfer of our joint programme with the Beijing University of Posts and Telecommunications (BUPT) to a Joint Education Institute (JEI). This would deepen our relationship with BUPT and create opportunities to expand with new programmes at undergraduate and postgraduate level.
- 2020.186 Senate **received** a report from the Vice-Principal (Education) (SE2020.47d).
- 2020.187 Members **noted** that a Task and Finish Group had been set up to better support students transitioning to Higher Education. The project had been reviewed and signed off by the Senior Executive Team (SET).
- 2020.188 Members **noted** that the 2021 National Student Survey (NSS) had closed and that the overall response rate had not changed from the previous year. Results would be published over the summer with the Office for Students (OfS) conducting an analysis to assess the impact of the pandemic on the survey ahead of publication. The NSS task force would be working with Schools to ensure that the data was analysed and used for targeted improvements.
- 2020.189 Members **noted** that a new Head of Learning and Innovation and two Innovation and Learning Managers had been appointed in the Queen Mary Academy. The new appointments would support Queen Mary's submission to the Teaching Excellence Framework.
- 2020.190 Senate **received** a report from the Vice-Principal (Policy and Strategic Partnerships), (SE2020.47e).
- 2020.191 Members **noted** that the planning decision for the London City Institute of Technology (IoT) was expected later this month.
- 2020.192 Members **noted** that a Degree-Apprenticeship contract had been secured with Pricewaterhouse Coopers (PwC) for 40 students starting in September 2022.
- 2020.193 Senate **received** a report from the Vice-Principal (Research and Innovation), (SE2020.47f).
- 2020.194 Members **noted** that the Research Excellence Framework (REF) submission had been completed in March 2021. The Chair thanked on behalf of Senate colleagues for all their hard work.
- 2020.195 Members **noted** that the Research Capital Investment Funding (RCIF) call was open and the updates to the timeline.
- 2020.196 Senate **received** a report from the Vice-Principal (People, Culture and Inclusion), (SE2020.47g).
- 2020.197 Members **noted** the changes in leadership within Equality, Diversity and Inclusion (EDI). Professor Chloe Orkin had been appointed as the Academic Lead for EDI in the School of Medicine and Dentistry, succeeding Sandra Eldridge who decided to stand

down. Alex Prestage had joined Queen Mary as the Head of EDI and Executive Officer to the Vice-Principal for People, Culture and Inclusion.

- 2020.198 Senate **received** a report from the Vice-Principal (International), (SE2020.35h).
- 2020.199 Members **noted** that the current outlook for overseas recruitment was cautiously optimistic. Risks remained in relation to students travelling from countries on the UK government's red list. Queen Mary continued to engage with the government about using university accommodation for student quarantine rather than the government-run hotel system. Students who were unable to come to campus due to international travel restrictions would be able to fully engage with their course online.

Students' Union President's report (SE2020.48)

- 2020.200 Senate **received** a report from the President of the Students' Union.
- 2020.201 Members **noted** that the Postgraduate Celebration fortnight was underway and was well-attended. Members were encouraged to promote the events to the postgraduate students in their departments.

Part 2: Matters for Discussion

Education Principles 2021/2022 (SE2020.49)

- 2020.202 Senate **received** a report on the Education Principles for 2021-2022.
- 2020.203 Members **noted** that the principles had been developed over the course of Semester B in consultation with staff and students. The principles would provide broad guidelines to Schools and Faculties on the delivery of mixed mode education. A training programme had been developed to support staff with pedagogy and technology ahead of 2021-22. Technology-enabled classrooms were being piloted in Semester C 2020-21.

School Structures in the Faculty of Science and Engineering (SE2020.50)

- 2020.204 Senate **received** a proposal on new School Structures in the Faculty of Science and Engineering.
- 2020.205 Members **noted** the proposal to merge Physics and Chemistry to create a new School of Physical and Chemical Sciences within the Faculty of Science and Engineering. The current School of Biological and Chemical Sciences (SBCS) would be renamed as the School of Biological and Behavioural Sciences (SBBS). The School of Physics and Astronomy (SPA) would be dissolved.
- 2020.206 Members **noted** that a Working Group with representatives from both Schools had considered and agreed the proposals. The changes would take effect from August 2022.

2020.207 The QMSU Vice-President (Science and Engineering) asked about the impact of the realignment on, and communications to students. Members noted that the realignment would have a minimal impact on students. Once approved, the detail of the new structure would be communicated to students.

2020.208 Senate **approved** the proposal to:
a) Create a new School of Physical and Chemical Sciences (SPCS);
b) Affect the corresponding changes to the shape and name of SBCS to become the School of Biological and Behavioural Sciences (SBBS);
c) Disestablish the School of Physics and Astronomy.

Proposal for Wolfson Institute of Population Health (SE2020.51)

2020.209 Senate **received** a proposal to approve the formation of the Wolfson Institute of Population Health (WIPH).

2020.210 Members **noted** that the proposed merger had been subject to a consultation process which was supportive of the change. The merger would create an institute of comparable size to the other institutes in the School. The merger would not result in any redundancies as all staff would be accommodated in the new structure.

2020.211 The QMSU Vice-President (Barts and the London) asked about the impact of the merger on students in terms of courses, modules or teaching. Members noted that the merger would increase collaboration in teaching and learning across the institutes.

2020.212 Senate **approved** the proposal for the establishment of the Wolfson Institute of Population Health (WIPH) and the centre titles.

Admissions Policy (SE2020.52)

2020.213 Senate **received** a proposal to approve the revised Queen Mary Admissions Policy for 2022-2023.

2020.214 Members **noted** that there were no substantive changes to the policy for the 2022–23 academic year. Minor amendments reflected regulatory changes required by the Office for Students (OfS) and internal governance changes such as the establishment of the Recruitment and Admissions Strategy Board.

2020.215 Members **noted** that the references to ‘Dean for Taught Programmes’ should be amended to ‘Dean for Education’.

2020.216 Senate **approved** changes to the Admissions policy for 2022–23, subject to the amendment outlined above.

Freedom of Speech Policy (SE2020.53)

2020.217 Senate **received** a paper on the Freedom of Speech policy.

- 2020.218 Members **noted** that the full review of the Freedom of Speech Policy would take place in tandem with the proposed changes to legislation proposed by the Higher Education (Freedom of Speech) Bill.
- 2020.219 Members **noted** that the sector was concerned about some of the proposals in the Bill in relation to the balance of responsibilities, complaint handling by the OfS, and the new responsibilities for Students' Unions.
- 2020.220 Members **noted** that a working group would be established to consider the proposed legislative changes and the impact of these for Queen Mary. Members were encouraged to volunteer for the working group. A revised draft of the policy would be brought back to Senate in the autumn.
- 2020.221 The QMSU Vice-President (Barts and the London) asked for the inclusion of a student representative to ensure that the policies of the University and the QMSU's policies were aligned.

Learner Analytics (SE2020.54)

- 2020.222 Senate **received** a proposal for a Learner Analytics Governance Framework.
- 2020.223 Members **noted** that Learner Analytics was one major workstream in the Student Engagement project. The work was being taken forward by a Task and Finish Group with representatives from across the Schools and Faculties, Professional Services and the student body.
- 2020.224 In order to have the governance framework in place for the new academic year, Senate was asked to delegate authority for approval of the framework to the Education Quality and Standards Board (EQSB). The framework would be presented to Programme Directors and Directors of Education and discussed with the Education Strategic Advisory Team (ESAT) before being presented to EQSB in July for approval.
- 2020.225 Senate **approved** the recommended approach to the Learner Analytics governance framework and agreed to delegate authority to EQSB to approve the governance framework.

Student Casework Policies (SE2020.55)

- 2020.226 Members **noted** that the policies had been streamlined to conform with sector best practice and had been reviewed and endorsed by EQSB.
- 2020.227 Senate **received** the revised Academic Misconduct Policy (SE2020.55a).
- 2020.228 Members noted that allegations of academic misconduct could also be made by students. Whilst this issue had been covered in Appendix 3 under third party reports, it was **agreed** that the policy would be amended to remove reference to 'Where a member of staff suspects' and be replaced by a more general statement such as 'Where there is a suspicion of conduct' (para 7).

- 2020.229 Members noted that, on being notified of an allegation, a student should also be made aware of the support services available (para 9). It was **agreed** that the paragraph would be amended to include reference to support services for students.
- 2020.230 Members noted that the seven-day deadline for students to respond to allegations might not be long enough in all cases. This deadline had been set so that allegations could be resolved promptly and that a student could request additional time if needed. A portal for students subject to the misconduct process was being developed. A feature of the system was to notify students of an approaching deadline. It was **agreed** that the policy would be reviewed to provide greater clarity on this point.
- 2020.231 Senate **approved** the Academic Misconduct Policy subject to the above comments.
- 2020.232 Senate **received** the revised Appeal Policy (SE2020.55b).
- 2020.233 Members noted that the timeline set out for an appeal against fee status was confusing (para 2). It was **agreed** that the timeline would be revised so that deadlines were clear.
- 2020.234 Members raised concerns that students awaiting the result of an appeal could be forced to leave their Halls of Residence. Students with a Notice to Quit would continue to be prioritised to ensure that appeals were resolved before the notice deadline expired.
- 2020.235 Members **agreed** that the documentation and guidance accompanying the policy should include enhanced information on support for students during the appeal process.
- 2020.236 Senate **approved** the Appeal Policy subject to the above comments.
- 2020.237 Senate **received** the revised Student Complaints Policy (SE2020.55c).
- 2020.238 Members **noted** that the number of formal stages had been reduced from three to two. The changes had been made with reference to guidance from the Office of the Independent Adjudicator (OIA) and an internal audit. The revised policy clarified the relationship between the Complaints Policy and the Code of Student Discipline.
- 2020.239 Senate **approved** the Student Complaints Policy.
- 2020.240 Senate **received** the revised Code of Student Discipline (SE2020.55d).
- 2020.241 Members **noted** that the Code had been updated and would be kept under review in light of the OfS's Statement of Expectations.
- 2020.242 Senate **approved** the Code of Student Discipline.

Academic Regulations 2021-2022 (SE2020.56a)

- 2020.243 Senate **received** the Academic Regulations for 2021–22.

2020.244 Senate **approved** the Academic Regulations 2021–22.

Academic Regulations and Code of Practice for Research Degree Programmes: proposed changes for 2021–22 (SE2020.56b)

2020.245 Senate **received** the proposed changes to the Academic Regulations Chapter 8 and the Code of Practice for Research Degree Programmes for 2021–22.

2020.246 It was **agreed** that the sabbatical application form would be amended to clarify the expectation that those on leave would be required to continue to supervise their research students.

2020.247 Senate **approved** the proposed changes to the Academic Regulations Chapter 8 and the Code of Practice for Research Degree Programmes for 2021–22 subject to the above amendment.

Assessment Handbook 2021–22 (SE.2020.57)

2020.248 Senate **received** the Assessment Handbook for 2021–22.

2020.249 Senate **approved** the Assessment Handbook 2021–22.

Part 3: Matters for Report

Taught Programmes Board* (SE2020.58)

2020.250 Senate **noted** the proposals relating to programme and module academic developments that had taken place between 4 February and 2 June 2021.

Education Quality and Standards Board* (SE2020.59)

2020.251 Senate **noted** the executive summary of the Education Quality and Standards Board meetings held on 31 March and 19 May 2021.

Research Degrees Programmes and Examinations Board* (SE2020.60)

2020.252 Senate **noted** the executive summary of the business considered by the Research Degrees Programmes and Examinations Board at meetings held between March to May 2021.

Partnerships Board* (SE2020.61)

2020.253 Senate **noted** the executive summary of the business considered by the Partnerships Board between 27 January and 4 May 2021.

Ethics of Research Committee (SE2020.62)

2020.254 Senate **noted** the executive summary of the Ethics of Research Committee meeting held on 03 March 2021.

Part 4: Other matters

Dates of future meetings

2020.255 Senate **noted** that the Senate meetings for 2021–22:

- Thursday 21 October 2021, 15:00-17:00 hours
- Thursday 16 December 2021, 15:00-17:00 hours
- Thursday 17 March 2022, 15:00-17:00 hours
- Thursday 16 June 2022, 15:00-17:00 hours

Any other business

2020.256 Senate **noted** that this was the final meeting of 2020–21. The Chair thanked all members for their contributions over the course of the year.