



Senate

Paper Title	Industrial Action Strategic Contingency Group (IASCG) – update and draft terms of reference 2022-23
Outcome requested	Senate to note the summary of actions taken by IASCG during 2021-22 and to consider the draft terms of reference for 2022-23. The terms of reference have been updated to ensure greater alignment with the ongoing conditions of registration with the Office for Students (OFS) and the OFS <i>Briefing note: disruption to students caused by industrial action</i> .
Points for Senate members to note and further information	<ul style="list-style-type: none"> • IASCG was re-established in 2021-22 to mitigate the impact of the industrial action on the student experience and to assure academic quality and standards during the period of industrial action. • The Group is Chaired by the Vice-Principal (Education) and comprises sabbatical officers from the Students’ Union, the Deans for Education from each faculty and relevant professional services staff. • IASCG has met once during 2022-23 and discussed revised terms of reference. These updated terms of reference are attached for Senate’s review.
Questions for Senate to consider	Do Senate members have any comments on the proposed terms of reference for the Industrial Action Strategic Contingency Group during 2022-23.
Regulatory/statutory reference points	Office for Students’ <i>Regulatory Framework</i> Quality Assurance Agency UK <i>Quality Code for Higher Education</i> Queen Mary Academic Regulations 2021-22, 2022-23 Queen Mary Assessment Handbook 2021-22, 2022-23
Strategy and risk	Education and the Student Experience <ul style="list-style-type: none"> • Excellence in education • Excellence in student engagement • Excellence in student employability • Excellence in the learning environment
Reporting/consideration route for the paper	Senate, 15 December 2022
Authors	n/a
Sponsor	Stephanie Marshall, Vice-Principal (Education)

Industrial Action Strategic Contingency Group

1. The Industrial Action Strategic Contingency Group (IASCG) met 20 times during the academic year 2021-22. The group had been re-established during a period of industrial action to mitigate the impact of the industrial action on the student experience and to assure academic quality and standards.

2. The Group was Chaired by the Vice-Principal (Education) and comprised sabbatical officers from the Students' Union, the Deans for Education from each faculty and relevant professional services staff.

3. The work of IASCG was informed by the Office for Students' Briefing Note: *Disruption to students caused by industrial action*; this guidance required institutions to ensure that normal processes and procedures for maintaining academic standards were followed. The IASCG ensured that any mitigations applied during the industrial action were applied selectively and on the condition that students had demonstrably achieved the learning outcomes, that academic standards were maintained and that the requirements of Professional, Statutory and Regulatory Bodies were met. The mitigations put in place to address the impact of the marking and assessment boycott for undergraduate students on modules affected by the dispute during May-August 2022 were as follows:

- 26 additional staff were identified from discipline networks, engaged and inducted in line with practice in any normal year in cases where marking could not be reassigned to existing staff. Deadlines for the receipt of marks in SITS were extended to give staff additional time to complete quality assurance processes.
- A local requirement for final-year dissertations to be double-marked was lifted, at the discretion of the Head of School, on the condition that an adequate sample of work was moderated to confirm the standard of the marking.
- 141 marks across seven modules were calculated on a sub-set of the component assessments after receiving assurance from the relevant School or Institute that the students had already demonstrated achievement of the intended programme learning outcomes of the components that were completed.
- Students were permitted to progress with missing marks in 30 credits, following a review of each individual student profile, provided that they had: taken the full 120 credits over the year; passed at least 60 credits in 2021-22; submitted at least half of the work, or had valid extenuating circumstances, in the modules with missing marks; met or were able to meet any programme specific requirements

4. IASCG met for the first time during the 2022-23 academic year on the 1st December. The Group discussed revisions to its terms of reference to ensure a clear focus on compliance with the ongoing conditions of registration with the Office for Students. The revised terms of reference are provided below for Senate's review.

Industrial Action Strategic Contingency Group

Membership

Vice-Principal (Education) (**Chair**)
Deputy Vice-Principals (Education)
Faculty Deans for Education
QMSU Faculty Vice-Presidents
Chief Governance Officer and University Secretary
Director of Governance and Legal Services
Director of External Relations
Director of Student Experience

Executive Officer (Academic Secretariat) (**Secretary**)

Members may nominate a deputy to attend in their place. The Chair may invite others to attend and contribute on relevant business.

Terms of reference

The Industrial Action Strategic Contingency Group is a standing group of Senate that convenes during periods of industrial action that will disrupt education. Its terms of reference are as follows.

- To monitor the impact of industrial action on education and take all reasonable steps within the scope of Senate and in liaison with Faculties, Schools and Institutes to avoid or limit disruption to students.
- To consider changes to assessment in this context, ensuring that students are not disadvantaged and standards are maintained, and make recommendations to the Chair of Senate on changes that require a temporary suspension of the Academic Regulations.
- To advise on communications with students to ensure they understand the impact that disruption will have on their studies and the steps being taken to mitigate the impact of any disruption.
- To report to Senate on its activities and action taken.