



**Senate**

<b>Paper Title</b>	<b>Education Quality and Standards Board: summary minutes</b>
<b>Outcome requested</b>	The Senate is asked to <b>note</b> the summary minutes.
<b>Points for Senate members to note and further information</b>	<p>The Education Quality and Standards Board met on 24 May, 26 July, and 6 September 2023. This paper provides a high-level overview of those meetings.</p> <p>Full papers and minutes are available on the EQSB QMplus page: <a href="https://qmplus.qmul.ac.uk/course/view.php?id=6851">https://qmplus.qmul.ac.uk/course/view.php?id=6851</a></p>
<b>Questions for Senate to consider</b>	None
<b>Regulatory/statutory reference points</b>	
<b>Strategy and risk</b>	
<b>Reporting/consideration route for the paper</b>	Senate only.
<b>Sponsor</b>	Professor Stephanie Marshall, Vice-Principal (Education)

## Education Quality and Standards Board 24 May 2023

The Board:

1. CONFIRMED the minutes and reviewed the actions of its previous meeting.
2. NOTED update reports from the Vice-Principal (Education) and the QMSU Vice-Presidents.
3. CONSIDERED and ENDORSED the following documents, recommending approval by the Senate.
  - a. Academic Regulations 2023-24 (making a recommendation to increase the threshold for progression to a year abroad from 60.0 to 65.0 – this was not approved by the Senate).
  - b. Code of Practice for Research Degree Programmes 2023-24.
  - c. Assessment Handbook 2023-24 (including formal codification of the existing expectation of a 15 working day turnaround for marking and feedback).
  - d. Academic Misconduct Policy (including the addition of references to use of artificial intelligence, and changes to the thresholds for referral of cases to the Appeals, Complaints and Conduct Office such that there was greater scope to investigate cases at school/institute-level).
  - e. Appeal Policy (noting that students would in future have 21 days in which to submit an appeal with evidence, rather than the former 14 days with an additional seven in which to submit additional evidence).
  - f. Student Complaints Policy.
  - g. Admissions Policy 2024-25.
4. CONSIDERED the draft Principles of Programme Design, which included detailed proposals for the development of governing principles that would inform the future design of all taught provision, in line with Queen Mary's aims and values and with the OfS' Conditions of Registration. The Board gave feedback and set actions to revise the Principles.
5. CONSIDERED a document that mapped Queen Mary's provision against the OfS B Conditions of Registration that related to quality and standards, and considered how to further embed knowledge and understanding of the Conditions across the University and to further enhance alignment with the Conditions.
6. NOTED an update on plans to acquire a curriculum management system that would act as an electronic workflow for programme and module development and as a portfolio of Queen Mary's academic provision.
7. CONSIDERED plans for the future of programme review procedures
8. NOTED the output reports from the pilot Enhanced Programme Reviews of CCLS, SBBS, and WIPH.

## Education Quality and Standards Board 26 July 2023

The Board:

1. CONFIRMED the minutes and reviewed the actions of its previous meeting.
2. NOTED update reports from the Vice-Principal (Education) and the QMSU Vice-Presidents.
3. APPROVED the [Principles of Programme Design](#) following revisions made after the previous meeting, to come into immediate effect as a guidance document. ENDORSED the document, recommending that the Senate approved it as mandatory policy to come into effect from the 2023-24 year, applying to all new programmes and putting in place timeframes for the review of all existing programmes to ensure alignment.
4. ENDORSED the Queen Mary Peer Observation Policy subject to a few small amendments, recommending approval by the Senate.
5. CONSIDERED the Queen Mary Mixed-Mode Education Policy, recommending a few small amendments before consideration by the Senate.
6. AGREED a need for review of the timing of module amendments, and especially of late changes made by schools and institutes after students had completed module pre-selection, with a view to minimising such changes.
7. CONSIDERED a proposal to add two new professional doctorate awards to Queen Mary's Statutes and Ordinances. The Board noted that it was generally not desirable to add new awards where a new programme would be sufficient, and agreed actions for further discussion. It was subsequently agreed to endorse a proposal for one new award, the Clinical Doctorate.
8. APPROVED non-standard term dates for the BSc Oral Health.
9. APPROVED Student Guidance on Generative AI.
10. APPROVED minor amendments to the Interruption of Study Policy.
11. APPROVED several Admissions policies:
  - a. General Terms and Conditions 2024-25
  - b. Admissions Policy on Student Immigration 2024-25
  - c. Admissions Policy for Students Under the Age of 18 2024-25
  - d. Admissions Policy: MBBS Malta 2024-25
  - e. Admissions Appeals and Complaints Policy 2024-25
  - f. Admissions Policy for UG FMD Programmes 2024-25
  - g. Accreditation of Prior Learning Policy 2024-25 (conditionally approved, subject to textual amendments)
12. APPROVED new QM Extra activities and academic prizes.

## **Education Quality and Standards Board 6 September 2023**

The Board:

1. CONFIRMED the minutes and reviewed the actions of its previous meeting.
2. NOTED update reports from the Vice-Principal (Education) and the QMSU Vice-Presidents.
3. CONSIDERED and ENDORSED the EQSB terms of reference and membership for 2023-24, recommending approval by the Senate.
4. CONSIDERED and ENDORSED the EQSB indicative business plan for 2023-24.
5. CONSIDERED the report of the External Member of the Undergraduate Degree Examination Boards and set several actions:
  - a. review of procedures to reduce the numbers of suspensions of regulations.
  - b. development of a common University policy on mark scaling.
  - c. review of regulations and procedures for extramural years of study, especially years abroad.
  - d. development of role descriptors for SEB and DEB Chairs.
  - e. recruitment of a new External Member for 2023-24, following the completion of Maureen McLaughlin's term of office.
6. CONSIDERED but did not approve amendments to the Policy on Editorial Assistance for Research Degree Theses, seeking clarification on several points before reconsidering the Policy.
7. APPROVED several QM Extra activities and academic prizes. The Board did not approve all the requests, noting that some concerned academic skills that should be addressed within programmes of study rather than as extracurricular activities.