



**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 22 November 2023 and 31 January 2024. 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 22 November 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. Programme Review 2023-24 (moving to focus in on Strategy delivery and compliance with the OfS Conditions, by continuous monitoring of academic provision within the management and assurance structures within the Faculties).
  - b. Amendment to the Policy on marking and feedback turnaround periods (the amendment was to approve the new wording to ensure marks and feedback was turned around within fifteen working days, to help address concerns from students raised in the NSS. Use of language containing “normally” would be replaced to reinforce the Policy further).
  - c. Online Student Handbook (to move the student handbook online and to provide Schools/Institutes with a checklist of School/Institute-specific information to be provided to students. This would enhance accessibility and the reach of the handbook, and reduce the burden on Schools/Institutes).
  - d. Student Guide on Editorial Assistance (for creating a guide for students to support editorial assistance for taught programmes. This will be in the form of a guide, rather than policy, as existing Misconduct Policy already addresses this. The Board endorsed the proposal in principle, taking into consideration the feedback provided.).
  - e. Introduction of a Master of Education award (proposal for a Master of Education (MEd) award, further developing the University’s support to educators by introducing a new Masters, building on the existing credit-bearing programmes (CILT and PGCAP)).
4. NOTED a report on the Teaching Excellence Framework (TEF) outcomes. Members noted the key message from the report was consistency, where moving from school systems to institutional processes and systems will serve Queen Mary well to enhance consistency and fairness in student experience.
5. NOTED the written reports from each faculty providing an update on SSLCs for the academic year 2022-23. There were similarities and themes across each report as to what has and has not worked for the year, with the main theme identified as the need for consistency across schools / institutes and faculties.
6. NOTED a report providing an update on student survey results for 2023 (NSS and PTES).
7. CONSIDERED the suspensions of regulations report for 2022-23. Numbers have fallen significantly since last year, from 96 to 70. However, this is part of an expected downward trajectory from a record high of 137 in 2020-21 and 70 remains a high number that is of concern.
8. NOTED the annual impact report from Library Services, highlighting the refurbishment of the Mile End library, an investment to enhance library services which has been secured and will go into staffing and collections to make further enhancements to the service, and Library Services have met and exceeded their KPIs. NSS is the only area which needs further improvement, and work is being done across the piece to improve this.

## Education Quality and Standards Board 31 January 2024

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 a report from the Appeals, Complaints and Conduct Office providing themes and trends notable for the 2022-23 academic year.
  - a. the 2022-23 academic year was the first in recent years where academic misconduct cases did not increase (1,024 cases in 2022-23 cf. 1,440 in 2021-22).
  - b. processing and completion times of academic misconduct cases had significantly decreased (from an average of 102 to 43 days per case).

The Board NOTED the large number (62) of academic misconduct cases in the “other” category, which predominately referred to artificial intelligence (AI) related cases.  
The Board NOTED the large number (310) of appeals still to be processed. This was due to appeals being received after the late summer Degree Examination Boards.
4. NOTED an oral report on the work of the EQSB Assessment Sub-Board from the Chair. Workstreams had been prioritised and recommendations from these would follow by written report to the subsequent EQSB meetings.
  - a. workstream 1, which related to extenuating circumstances. Work was on track and a written update was expected for the March 2024 EQSB meeting.
  - b. workstream 2, which related to marking. Competing institutional priorities had meant that element of this work had been delayed, but outputs were expected in time for the May 2024 EQSB meeting.
  - c. workstream 8, which related to assessment design. Significant progress had been made and would be reported on at the March 2024 Assessment Sub-Board.
  - d. workstream 10, which related to academic integrity and misconduct. Some of the outputs from this workstream had been addressed as part of the Appeals, Complaints and Conduct Office Annual Report at the January 2024 EQSB. Further recommendations would come to the May EQSB meeting.
5. NOTED a written report providing an update on the NSS Task Force for January 2024, which details the membership and remit of the Task Force, as well as its current priorities.
6. APPROVED QM Extra activities and academic prizes (4 additional QM Extra activities, 7 additional prizes).
7. APPROVED a proposed credit and mark conversion scheme for Singapore Management University (SMU).
8. ENDORSED development of a task and finish group that would consider Queen Mary’s opportunities for credit-bearing CPD in the postgraduate space, to be fed back to ESELT.