

SENATE

EXECUTIVE SUMMARY

A full set of the minutes will be available online (following confirmation at the next meeting of Senate) at the following URL:

<http://www.arcs.qmul.ac.uk/Senate/index.html>

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Date of Meeting: 9 March 2017

Main Items Discussed

1. Presentation from QMUL's Diversity and Inclusion Manager (Human Resources)

1.1 Senate members received a presentation from Sandra Brown on current projects and developments within diversity and inclusion. Members noted that the team sought to advance QMUL's work in diversity and inclusion with the aim of ensuring compliance with the Equality Act 2010 and the alignment of behaviours with QMUL's values.

1.2 Senate was advised of the governance structure for equality and diversity which comprised the Equality and Diversity Steering Group, the Equality and Diversity Advisory Group and the Gender Equality Self-Assessment Team.

1.3 The diversity and inclusion team had delivered successful unconscious bias training sessions across QMUL, and extended the offer of training to Senate members. Members were also invited to work as mentors as part of the B-Mentor scheme for black, minority and ethnic (BME) staff, working in partnership with University College London, London School of Economics and Kings College London.

2. QMUL Model

2.1 Senate received an oral update on the QMUL Model, together with the QMUL Model risk register. Members noted that schools and institutes had submitted module amendment proposals for level 4 modules (usually taken in the first year) that would be offered as part of the QMUL Model from September 2017. A review was planned for later in the year to consider new modules and ways in which students might take modules from outside their home school or institute.

2.2 Senate was further informed about a competency framework that was being developed to underpin the skills audit that would inform students' personal development plans. Students would engage with the competency framework through an online tool that would help both students and their advisers to identify the most appropriate QMUL Model modules to support students' aspirations; further, the framework would target the development of the skills most relevant to ensuring students' personal success after graduation. Members noted that this work stream had been informed by Organisation for Economic Co-operation and Development (OECD) data and would be further developed in a consultative way across QMUL. It was recognised that the Faculty of Humanities and Social Sciences (HSS) had significant expertise in issues relating to social capital and that the contribution of colleagues from HSS to the consultation would be

welcomed.

3. Teaching Excellence Framework

3.1 Senate received an update on the Teaching Excellence Framework (TEF). Members were informed that the subject level TEF, planned for phase three, had been put back to phase four, although this decision was under further consideration. Pilot exercises were planned for 2017-18, extending into 2018-19, and the general approach regarding how subjects would be grouped was the subject of significant discussion, particularly given the administrative burden that would result from a granular approach at subject level. QMUL planned to respond to a Universities UK survey regarding the cost of the second phase of TEF to the higher education sector.

3.2 QMUL had developed a web page with frequently asked questions on the TEF which would be updated as further developments unfolded. This could be accessed as follows: [Teaching Excellence Framework FAQs](#).

4. Foundation Studies

4.1 Senate had discussed proposals for the oversight of foundation provision at its meeting in December. Further consideration of this issue had taken place through email consultation outside the meeting.

4.2 Members noted that a pilot of an educational development unit for foundation provision in the Faculty of Science and Engineering was under consideration, with a view to discussing the outcome of the pilot with the Faculty of Humanities and Social Sciences for the future.

5. Student casework reports

5.1 Senate considered detailed reports on student casework in the following categories: academic appeals; non-academic appeals; assessment offences; complaints, discipline and fitness to practise. Senate members reviewed the reports, noting the outcome of the internal audit on appeals and complaints.

5.2 Members were reminded of the need to provide 'results surgeries' (or equivalent) in every school and institute at the end of the main examination period. Students often submitted an academic appeal because they did not understand the mark that they had received and felt that the formal appeal process was their only option in order to resolve the matter. It was agreed that further efforts should be made to implement results surgeries across QMUL in order to provide students with appropriate feedback after summative assessment processes and to ensure that QMUL aligned with best practice as recommended by the Office of the Independent Adjudicator. Senate members were also reminded of the need to ensure that colleagues provided clear marking trails on examination scripts.

5.3 A summary of the student casework reports has been prepared for Council's consideration at the meeting on 16 May 2017.

6. Annual Provider Review

Senate received the guidance issued by the Committee of University Chairs (CUC) on the provision of suitable and relevant information to help governing bodies discharge their responsibilities in relation to HEFCE's Annual Provider Review (APR). Members agreed that the annex to the guidance, which suggested an approach for an annual report on academic governance, was a helpful model for the annual assurance exercise.

7. Ethics of Research Committee

Senate approved the recommendation of Dr Helen Jenner as the next Chair of the Ethics of Research Committee. Dr Jenner, who was external to QMUL, would be supported in her role by Dr Dylan Morrissey, Senior Clinical Lecturer in the William Harvey Institute, as Deputy Chair.

8. Centre for Population Genomic Medicine

Senate approved the formation of a Centre for Population Genomic Medicine. The Centre had been established following a HEFCE award of £5 million to deliver the project which was a collaborative enterprise between QMUL, King's College London and University College London. The collaboration provided a population-based research and education environment, supporting gene-based experimental medicine studies and novel therapeutic validation.

Jane Pallant
Deputy Academic Registrar
May 2017