



Executive summary of Senate on 7 June 2018

Outcome requested:	Council is asked to note the executive summary of the meeting of Senate held on 7 June 2018.
Executive Summary:	The summary provides Council with an update on business considered by Senate.
QMUL Strategy:	n/a
Internal/External regulatory/statutory reference points:	n/a
Strategic Risks:	n/a
Equality Impact Assessment:	n/a
Subject to prior and onward consideration by:	n/a
Confidential paper under FOIA/DPA	n/a
Timing:	n/a
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Date:	29 June 2018
Senior Management/External Sponsor	Jonathan Morgan, Academic Registrar and Council Secretary

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>

Alternatively, contact the Secretary of the Committee: Jane Pallant

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Date of Meeting: 7 June 2018

Main Items Discussed

- 1. Presentation from the Academic Registrar and Council Secretary on the governance of senior staff pay at Queen Mary**

The presentation covered the responsibilities of Council, the Remuneration Committee and its current objectives, and procedures for executive appraisal and setting pay. The President and Principal was not present for this part of the meeting which Professor Seán McConville chaired in his absence.
- 2. Office of the Independent Adjudicator (OIA) annual statement**

Senate received the OIA's annual statement for 2017 (provided in the background reading for Council). The purpose of the statement is to increase transparency and confidence in relation to complaint handling arrangements in universities and to enable universities to benchmark themselves. Queen Mary is continuing to see a decrease in the number of students that refer their complaints to the OIA as well as the number of complaints that are upheld.
- 3. Queen Mary Admissions Policy**

Senate approved revisions to the admissions policy for 2018–19. The policy is written with the information needs of prospective applicants in mind and is reviewed annually. UCAS has changed its approach to collecting information from applicants about criminal convictions in the light of advice from the Information Commissioner's Office (ICO). Queen Mary is seeking advice on its own responsibilities in this area, for example when placing students in shared accommodation.
- 4. Equality and Diversity**

Senate received a presentation on equality and diversity data at Queen Mary. Members noted that actions were planned in response to a number of issues that had been highlighted by the data, particularly with regard to gender and ethnicity. The presentation will also be given to Council. A panel has been established to review academic promotions policy and practice across Queen Mary. The panel is expected to make recommendations to QMSE in early October 2018 with a view to implementing any changes in the next academic promotions round.
- 5. Academic Regulations and Assessment Handbook 2018-19**

Senate approved revisions to the Academic Regulations and Assessment Handbook for 2018–19. A more fundamental review of the academic regulations is underway with the aim of introducing a more streamlined version in 2019–20.

6. Late work penalties

Following a consultation exercise across Queen Mary, Senate approved a single policy for the application of penalties to work that had been submitted after the published deadline. It is felt that a consistent policy is fairer and easier to understand for students on interdisciplinary programmes. Schools and institutes are able to grant extensions to deadlines for students with extenuating circumstances.

7. Semester based examinations

Further to a consultation exercise held across Queen Mary, Senate approved the introduction of semester based examinations from 2019–20. The preferred model involves a two-week assessment period in early January and a four-week period during May–June. Senate established a task and finish group to work out the details. The group will report to Senate in October 2018.

8. Vice-Principal (Education)

Senate has agreed that title 'Vice-Principal (Student Experience, Teaching and Learning)' will be replaced with the title 'Vice-Principal (Education)' in line with sector norms.

Jane Pallant
Deputy Academic Registrar
2 July 2018