Queen Mary
University of London

Senate minutes

Outcome requested:	Council is asked to **consider** the minutes of the Senate meeting held on 13 March 2025.
Executive Summary:	The minutes of the meeting are provided in full for members. The following key items of business were considered: • Principles of Assessment Design [m 2024.095-098] • Annual Report on Student Casework (2023-24) [m. 2024.099-105]
QMUL Strategy: strategic aim reference and sub-strategies [e.g., SA1.1]	N/A
Internal/External regulatory/statutory reference points:	QMUL Charter and Ordinances Office for Students conditions of registration
Strategic Risks:	N/A
Equality Impact Assessment:	N/A
Subject to prior and onward consideration by:	N/A
Confidential paper under FOIA/DPA:	No
Timing:	Minutes of Senate meetings are provided to the following Council meeting.
Author:	Jane Pallant, Director of Governance and Legal Services
Date:	20/03/2025
Senior Management/External Sponsor:	Jonathan Morgan, Chief Governance Officer and University Secretary

![Queen Mary University of London logo]

Senate

Draft Minutes of 13 March 2025

Present:

Prof Colin Bailey (Chair)	Prof Amrita Ahluwalia	Prof Helen Bailey
Dr Oscar Bandtlow	Professor Adrian Bevan	Dr Georgia Black
Dr Marie-Luce Bourguet	Prof Frances Bowen	Prof Christopher Bray
Prof Caroline Brennan	Prof Sir Mark Caulfield	Dr Giorgio Chianello
Prof Martin Coward	Prof Ian Curran	Prof Kavita Datta
Dr Giulia De Falco	Dr Jayne Dennis	Prof James Esson
Dr Timothy Fulton	Dr Jürgen Groet	Prof Richard Grose
Prof Emma Griffin	Dr Eleni Hagi-Pavli	Rahma Hegy
Tahmid Khan	Prof Boris Khoruzhenko	Prof Andrew Livingstone
Prof Stephanie Marshall	Al-Habib Mraish	Prof Rachael Mulheron KC
Dr Ali Nankali	Prof Mike Noon	Dr Émilie Oléron Evans
Jovani Palnoni	Dr Anthony Phillips	Prof Thomas Prellberg
Prof Kathryn Richardson	Prof Abhishek Saha	Prof Hazel Screen
Dr Melanie Smuk	Dr James Strong	Prof Galin Tihanov
Prof Christopher Tredwin	Dr Yannick Wurm	

In attendance:

Prof Alison Blunt	Haylee Fuller	Prof Anthony Michael
Jonathan Morgan	Jane Pallant	Prof Richard Pickersgill
Prof Javier Sajuria	Yasmin Smits (Secretary)	Prof Nick Vriend

Apologies:

Prof Alp Atakan	Dr Erik Blair	Prof Rob Briner
Prof Liam Campling	Dr Livia A Carvalho	Prof Mary Collins
Prof Panos Deloukas	Dr Pedro Elston	Dr Lei Fang
Prof Elizabeth Gillow	Dr Abimbola Giwa	Prof Neve Gordon
Prof Michael Harker	Prof Martin Knight	Prof Ioannis Kokkoris
Dr Philippa Lloyd	Dr Michaela MacDonald	Prof John Marshall
Prof Wayne Morrison	Dr Sharri Plonski	Prof Simon Rawlinson
Prof Nitzan Rosenfeld	Prof Elizabeth Tanner	Prof Steve Uhlig
Prof Fiona Walter	Prof Wen Wang	

Part 1: Preliminary items

Welcome and apologies

2024.94	The Chair welcomed the members and **noted** the apologies received.

Part 2: Matters for Discussion

Principles of Assessment Design (SE2024.33)

2024.95	Senate **considered** the proposed Principles of Assessment Design.

2024.96   Senate **noted** that in the last academic session, Senate had approved the Principles of Programme Design [m2023.035-036] which had been led by QM Academy. The Principles of Assessment Design complemented the Principles of Programme Design and aligned with the assessment and feedback strategy. The Principles of Assessment Design had been fully endorsed by the Education Quality and Standards Board (EQSB)

2024.97   Members wished to note that the implications of having a maximum of two assessments for a 15-credit module may require further consideration. The concern had been raised because it was noted students are generally keen to receive as much feedback as possible, and enforcing fewer assessments could reduce feedback opportunities and negatively impact student satisfaction. Senate members noted that the Faculties had been reviewing the guidance and considering the optimum mechanisms for students to obtain formative feedback.

2024.98   Senate **approved the** Principles of Assessment Design, noting that they should be applied consistently to all new and existing programmes and modules. Members noted that the status of the Principles of Assessment Design was that of a required reference point for academic staff, and that the principles would be incorporated into the assessment policy framework in due course.

Annual Report on Student Casework (2023–24)   **(SE2024.34)**

2024.99   Senate **considered** the Annual Report on Student Casework (2023–24).

2024.100   Senate **noted** the significant improvement in addressing the historic backlog of appeals with less than 20 appeals carried over from the previous academic year. Disciplinary cases had increased during 2023–24, although these cases were often challenging, the increase was a positive indicator of students' increased trust and engagement with Queen Mary's reporting process.

2024.101   Senate **noted** that in line with sector-wide trends, misconduct cases involving Artificial Intelligence (AI) had increased.

2024.102   Members discussed the use of AI in assessment in light of the Annual Report on Student Casework (2023–24):

     i.   The need to provide further training for staff and students on AI literacy had been identified as a priority, as members noted variability in AI detection and assessment across modules, dependent on a number of variables including the marker's familiarity with AI and disciplinary differences. The need to ensure that students would be equipped with relevant AI-related skills had been considered essential to align with evolving employer expectations and workforce demands. Members noted that a foundational layer of knowledge of core topics would equip students in understanding and evaluating AI responses.

     ii.   The Integration of AI into assessments would require a nuanced approach rather than a blanket policy. Colleagues were

encouraged to collaborate with the Queen Mary Academy and the Centre for Excellence in Artificial Intelligence in Education.

iii. Members noted that there was the potential for inequality with regard to access to AI systems, with economically advantaged students having access to more advanced AI tools.

iv. It was clear that students were keen to make effective use of AI for their learning, and QMSU noted that of a survey of 700 students, 41.5% of students had declared AI use for preparation and learning for exams.

v. The report had not categorised misconduct data by faculty for students enrolled in transnational education programmes. It was noted that this would be an opportunity to refine data collection processes to enhance support for students in their engagement with AI.

2024.103   Senate **noted** the need for clear detection and clarity on appropriate AI use and misuse and governance processes and measures, and to which degree oversight of these processes should be managed. Minor detection of AI may be considered as poor academic practice rather than misconduct. In effort to mitigate any bottleneck of misconduct cases involving AI through a central team, members agreed further discussion on local disciplinary measures for minor cases may be the way forward.

2024.104   Senate **noted** that it would be possible to report on the number of academic misconduct cases involving AI for future years; inappropriate use of AI would be a category for case classification, although it was noted that it would not be possible to report on cases involving AI in combination with another category of academic misconduct, only the principal offence category would be recorded.

2024.105   Senate **noted** that the discussion on AI had been useful and that it would be beneficial to have a further deep-dive discussion on AI at a future meeting of Senate.

Action: Governance and Legal Services

Semester dates 2032–33   **(SE2024.35)**

2024.106   Senate **approved** the semester dates for the academic year 2032–33.

Part 3: Matters for Report

**Apprenticeship Self-Assessment Report (SAR) 2023–24 and
Quality Improvement Plan (QIP) 2024–25**   **(SE2024.36)**

2024.107   Senate **received** the Apprenticeship Self-Assessment Report (SAR) 2023–24 and the Quality Improvement Plan (QIP) 2024–25.

2024.108   Senate **considered** the QIP's actions (5.2.2 of report) noted that EQSB had flagged that the data in Smart Assessor and MySIS required

alignment. Senate recommended that the matter should be referred to the relevant governance route for consideration.

Action: Professor Stephanie Marshall

Minutes of the last meeting held on 12 December 2024   **(SE2024.37)**

2024.109   Senate **approved** the minutes of the meeting held on 12 December 2024.

Taught Programmes Board   **(SE2024.38)**

2024.110   Senate **noted** the proposals relating to programme and module academic developments by Taught Programmes Board (TPB) that had taken place between 3 October 2024 and 25 February 2025.

Education Quality and Standards Board   **(SE2024.39)**

2024.111   Senate **noted** the executive summary of minutes from Education Quality and Standards Board (EQSB) meetings held on 11 December 2024 and 12 February 2025.

Research Degrees Programmes and Examinations Board   **(SE2024.40)**

2024.112   Senate **noted** the executive summary of business considered by the Research Degrees Programmes and Examinations Board (RDPEB) between December 2024 and February 2025.

Ethics of Research Committee   **(SE2024.41)**

2024.113   Senate **noted** the executive summary report of the Ethics of Research Committee (QMERC) meeting on 20 November 2024 and action taken since.

Partnerships Board   **(SE2024.42)**

2024.114   Senate **noted** the executive summary of business considered by the Partnerships Board (PB) from 26 November 2024 to 27 January 2025.

President and Principal's report*   **(SE2024.43)**

2024.115   Senate **noted** the President and Principal's report.

Student Union President's report*   **(SE2024.44)**

2024.116   Senate **noted** the Student Union President's report.

Indicative Annual Business plan for 2024-25*   **(SE2024.45)**

2024.117   Senate **noted** the annual indicative business plan for 2024-25. The plan had been updated since the last meeting with some agenda items deferred to June 2025 Senate.

Part 4: Other matters

Dates of future meetings

2024.118   Senate **noted** the upcoming Senate meetings for 2024-25:
* Thursday 12 June 2025

Any Other Business

2024.119   No other business was raised.