



Senate

Paper Title	Minutes of the last meeting of Senate held on 24 October 2024
Outcome requested	Senate is asked to approve the minutes of the last meeting.
Points for Senate members to note and further information	n/a
Questions for Senate to consider	n/a
Regulatory/statutory reference points	n/a
Strategy and risk	n/a
Reporting/consideration route for the paper	Senate to approve.
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Sponsor	Professor Colin Bailey, President and Principal

Senate

Minutes of 24 October 2024

Present:

Prof Colin Bailey (Chair)
Prof Adrian Bevan
Dr Giorgio Chianello
Dr Jayne Dennis
Dr Timothy Fulton
Prof Emma Griffin
Prof Michael Harker
Prof Andrew Livingston
Prof Stephanie Marshall
Dr Émilie Oléron Evans
Prof Abhishek Saha

Prof Helen Bailey
Dr Marie- Luce Bourguet
Prof Mary Collins
Prof James Esson
Prof Elizabeth Gillow
Dr Jürgen Groet
Rahma Hegy
Dr Philippa Lloyd
Al-Habib Mraish
Jovani Palnori
Dr Melanie Smuk

Dr Oscar Bandtlow
Dr Livia A Carvalho
Prof Kavita Datta
Dr Lei Fang
Dr Abimbola Giwa
Dr Eleni Hagi-Pavli
Tahmid Khan
Prof John Marshall
Prof Mike Noon
Prof Thomas Prellberg
Prof Wen Wang

In attendance:

Prof Chie Adachi
Jane Pallant
Prof Tim Warner

Danny Hassell
Prof Daniel Todman
Dr Joanne Yao

Jonathan Morgan
Prof Nick Vriend
Kaya Wiles (Secretary)

Apologies:

Prof Amrita Ahluwalia
Dr Erik Blair
Prof Caroline Brennan
Prof Sir Mark Caulfield
Prof Panos Deloukas
Prof Richard Grose
Prof Ioannis Kokkoris
Prof Wayne Morrison
Dr Anthony Phillips
Prof Kathryn Richardson
Dr James Strong
Prof Christopher Tredwin
Prof Anthony Warrens

Prof Alp Atakan
Prof Frances Bowen
Prof Rob Briner
Prof Martin Coward
Dr Pedro Elston
Prof Boris Khoruzhenko
Dr Michaela MacDonald
Prof Rachael Mulheron
Dr Sharri Plonski
Prof Nitzan Rosenfeld
Prof Elizabeth Tanner
Prof Steve Uhlig
Dr Yannick Wurm

Dr Georgia Black
Prof Christopher Bray
Prof Liam Campling
Dr Giulia De Falco
Prof Neve Gordon
Prof Martin Knight
Prof Joanne Martin
Dr Ali Nankali
Dr Simon Rawlinson
Prof Hazel Screen
Prof Galin Tihanov
Prof Fiona Walter

Part 1: Preliminary items

Welcome and apologies

2024.001 The Chair welcomed new members to Senate and **noted** the apologies received.

Part 2: Matters for Discussion

Academic Governance Review report

(SE2024.01)

2024.002 Senate **received** a report on Phase 1 of the Academic Governance Review and **noted** the recommendations.

- 2024.003 Senate **noted** that the recommendations focused on six key areas; Senate's role and purpose, meetings and agendas, induction and training, stakeholder engagement, membership, and delegation and reporting.
- 2024.004 Senate **noted** that recommendation 35 related to training on the Office for Students conditions of registration. The recommendation would be updated to clarify that it related to all relevant conditions.
- 2024.005 Senate **noted** that some discussions currently held during Senate meetings would require alternative forums to allow Senate to focus on its particular role and responsibilities. Phase 2 of the review would consider the role of faculties in these discussions.
- 2024.006 Senate **approved** the establishment of a working group which would consider a subset of the recommendations in more detail. The working group would consider the role of Senate members, diversity targets, ongoing support for members, and the elections process. Members were invited to express their interest in joining the working group.
- 2024.007 Senate **approved** the direction of travel following the review and **noted** that a detailed action plan would be shared over the coming months to assist Senate in monitoring the implementation of the review recommendations. The annual survey of members would also help to track the impact of any changes.

Education and Student Experience Priorities

**Presentation
(SE2024.16)**

- 2024.008 Senate **received** a presentation on education and student experience priorities.
- 2024.009 Senate **noted** the key three priorities were; consistently delivered, world class education, consistent advice and support for students, and having graduate attributes and employability embedded into the curriculum. Thanks were expressed to those who had contributed to the ongoing work across these priorities.
- 2024.010 Senate **noted** the activities being progressed to enhance the reach of the student voice. Student Staff Liaison Committees had been rebranded and were now Student Voice Committees which would report into the Education, Quality and Standards Board (EQSB). There was an emphasis on closing the feedback loop, allowing regular opportunities for students to provide feedback and for follow-up consideration and action to be reported back to students. Module Experience Surveys were being upgraded to increase participation and support Schools/Institutes in responding to student feedback. Endorsement from Heads of Schools/Directors of Institutes, Directors of Education and Programme Directors would be key to the success of the upgraded Module Experience Surveys. There was a target response rate of 80% for the upgraded Module Experience Surveys. The Surveys team were reviewing the annual schedule of student surveys to minimise the risk of survey fatigue amongst students. Discussions were also being held to ensure staff wellbeing was protected in relation to the nature of some of the feedback received.

Intellectual Property Policy

(SE2024.02)

- 2024.011 Senate **received** the draft Intellectual Property Policy.
- 2024.012 Senate **noted** that the policy had been updated to align with current best practice, meet government and UK Research and Innovation (UKRI) requirements, and to ensure it was legally robust.
- 2024.013 Senate **noted** that the Doctoral College would provide feedback after the meeting on possible implications of the revisions for Postgraduate Research (PGR) students.
- 2024.014 Senate **noted** that paragraph 6.3.4 referred to the inclusion of unpublished research in Teaching Materials. On occasion, teaching staff may wish to share ideas with students which they may in the future wish to publish. Senate members agreed that this paragraph would be discussed further after the meeting.
- 2024.015 Senate **noted** that paragraph 6.6.2 stated that employees should contact the Joint Research Management Office (JRMO) should they wish for software and/or data created during their employment to be licensed by Queen Mary on an opensource basis. The wording would be reviewed to make sure it was clear that it related to licensing agreements. Further consideration would be given to students who may wish to publish data via GitHub to ensure the policy did not create unintended barriers to those students.
- 2024.016 Senate **noted** paragraph 7.3.1 would apply to all students who collaborated on taught and research degrees with employees. This paragraph included undergraduate students, however members noted that postgraduate students were more likely to be generating intellectual property in collaboration with employees.
- 2024.017 Senate **noted** that paragraph 7.3.5 referred to the option available to students to request that Queen Mary supported the commercialisation of their intellectual property as though they were an employee. This did not deviate from current practice and where applicable, the intellectual property would continue to be owned by the student.
- 2024.018 Senate **noted** that the independent review of university spin-out companies, and the implementation of recommendations by the Government and universities, had created further consistency between UK and US institutions.
- 2024.019 Senate **noted** that members were invited to share feedback on the Intellectual Property Policy with the Director of Governance and Legal Services by 15 November 2024. The Policy would be reviewed again before consideration by Senate in December 2024. Once approved, a communications plan would be developed to ensure the updated policy was effectively publicised to staff.

Part 3: Matters for Report

Taught Programmes Board

(SE2024.03)

2024.020 Senate **noted** proposals relating to programme and module academic developments that had taken place between 29 May 2024 and 03 October 2024.

Education Quality and Standards Board (SE2024.04)

2024.021 Senate **noted** the executive summary of business of the Education Quality and Standards Board (EQSB) meetings held on 15 May 2024, 16 July 2024 and 18 September 2024.

Research Degrees Programmes and Examinations Board (SE2024.05)

2024.022 Senate **noted** the executive summary of business considered by the Research Degrees Programmes and Examinations Board from June 2024 to September 2024.

Ethics of Research Committee (SE2024.06)

2024.023 Senate **noted** the executive summary of business considered by the Ethics of Research Committee at the meeting on 19 June 2024 and actions taken since.

2024.024 Senate **noted** the two high-risk applications considered by the Ethics of Research Committee on 19 June 2024. Study QME 24.0358 referenced a recommendation that researchers seek Prevent duty guidance. It was noted that QMSU had established a policy opposing Prevent, however the University were required to fulfil its statutory duties.

Partnerships Board (SE2024.07)

2024.025 Senate **noted** the executive summary of business considered by the Partnerships Board between 09 May 2024 and 23 September 2024.

Approval of membership and noting the terms of reference for Senate 2024-2025 (SE2024.08)

2024.026 Senate **noted** the terms of reference and **approved** the membership for 2024-2025.

Indicative annual business plan for 2024-2025 (SE2024.09)

2024.027 Senate **approved** the indicative plan of core business for the 2024-25 academic session.

2024.028 Senate **noted** the opportunity to hold 'deep dive' discussions during Senate meetings. Members were invited to suggest topics for in-depth consideration.

Approval of membership and terms of reference for sub-boards of Senate for 2024-2025 (SE2024.10)

2024.029 Senate **received** the 2024–25 membership and terms of reference for the Education Quality and Standards Board, Taught Programmes Board, Research Degrees Programmes and Examinations Board, and the Partnerships Board.

2024.030 Senate **noted** that there had been a reduction in the EQSB membership which aligned with recommendations emerging under phase one of the academic governance review. The review had found that the large membership size was negatively impacting upon the Board's effectiveness. The revised membership consisted of more faculty-level and central staff, where previously members had been at School/Institute level. The importance of implementing mechanisms for ensuring effective engagement with colleagues at School/Institute level was noted.

2024.031 Members **noted** that the 2024-5 membership and terms of reference for the Ethics of Research Committee would be considered at the next meeting of Senate.

2024.032 Senate **approved** the membership and terms of reference for sub-boards of Senate for 2024–25.

Minutes of the last meeting held on 13 June 2024 (SE2024.11)

2024.033 Senate **confirmed** the minutes of the meeting held on 13 June 2024.

Chair's Actions (SE2024.12)

2024.034 Senate **noted** that small revisions to the Academic Regulations for 2024-25 had been approved by Chair's Action. Clause 4.94, which related to third attempts for MBBS students, had been removed as this provision was now covered by clauses 2.105 and 2.106. Clauses 6.24 and 6.25 had been amended to more clearly articulate rules around progression for students studying the CertHE Applied Finance apprenticeship programme.

2024.035 Senate **noted** that the Student Learning Engagement Policy had been approved by Chair's Action following an email consultation with Senate members in July 2024. Since the policy's approval, the launch of a replacement learning engagement analytics platform had been postponed by one year to September 2026.

2024.036 Senate **noted** that the Marking Policy had been approved by Chair's Action following an email consultation with members in July-August 2024. The policy would be further considered by Senate in June 2025. The review would provide an opportunity to address queries around the new section on contingency marking arrangements and the 15 working-day turnaround time. It was noted that contingency marking arrangements should only be required in exceptional circumstances. Further consideration would be given to how Senate could be appropriately involved in contingency arrangements for marking while also managing potential conflicts of interest effectively.

President and Principal's report (SE2024.13)

2024.037 Senate **received** a report from the President and Principal.

2024.038 Senate **noted** that although the President and Principal's report provided updates that went beyond Senate's core business, these updates provided useful contextual information around sector developments. Members therefore agreed that the reports should continue to be included in meeting papers. Members also confirmed that they found the Vice-Principal reports

useful. Consideration would be given to how information could be disseminated at Faculty and School/Institute level.

Students' Union President's report

(SE2024.14)

- 2024.039 Senate **received** a report from the Students' Union President and noted:
- Welcome Fair events at Mile End and Whitechapel campuses had been a success, with over 11,000 attendees,
 - the key activities that had taken place to encourage student volunteering. QMSU had nine active student-led volunteering groups, and 413 students had completed safeguarding training to begin volunteering,
 - QMSU were undergoing an external review of their democratic structures, with a focus on Student Council. The first phase consisted of desk-based research and stakeholder interviews. Once drafting and feedback had concluded, QMSU would engage with the wider team, student representatives and Queen Mary colleagues,
 - QMSU had published a statement on the recent crisis in Lebanon and were working to support the safety and wellbeing of affected students,
 - QMSU were working with University colleagues on EvaSys and module evaluations to ensure the move from anonymous responses continued to protect confidentiality and promote honest reviews where possible.,
 - The Vice-President (Barts and The London) had been working to trial inclusive Personal Protective Equipment (PPE) that provided students with the option of accessing PPE with head coverings and full sleeves,
 - The Vice-President (Humanities and Social Sciences) and Vice-President (Science and Engineering) had been working together on embedding employability in the curriculum,
 - The Vice-President (Science and Engineering) had been working to implement an internship scheme for students from low-economic backgrounds,
 - The Vice-President (Humanities and Social Sciences) would be conducting a survey of students who were employed alongside their studies and the impact of working on progression and retention.

Vice-Principal's reports

(SE2024.15)

- 2024.040 Senate **noted** the report from the Vice-Principal (Health) (SE2024.15a).
- 2024.041 Senate **noted** the report from the Vice-Principal (Humanities and Social Sciences) (SE2024.15b).
- 2024.042 Senate **noted** the report from the Vice-Principal (Science and Engineering) (SE2024.15c).
- 2024.043 Senate **noted** the report from the Vice-Principal (Education) (SE2024.15d).
- 2024.044 Senate **noted** the report from the Vice-Principal (Policy and Strategic Partnerships) (SE2024.15e).
- 2024.045 Senate **noted** the report from the Vice-Principal (Research and Innovation) (SE2024.15f).

Part 4: Other matters

Dates of future meetings

- 2024.046 Senate **noted** the upcoming Senate meetings for 2024–25:
- Thursday 12th December 2024
 - Thursday 13th March 2025
 - Thursday 12th June 2025

Any Other Business

- 2024.047 No other business was raised.