



Senate

Paper Title	Minutes of the last meeting of Senate held on 12 December 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 12 December 2024

Present:

Professor Stephanie Marshall
(Chair)
Dr Marie-Luce Bourguet
Prof Caroline Brennan
Prof Mary Collins
Dr Jayne Dennis
Dr Lei Fang
Dr Abimbola Giwa
Prof Richard Grose
Tahmid Khan
Professor Jo Martin
Dr Émilie Oléron Evans
Prof Simon Rawlinson
Dr James Strong
Prof Fiona Walter

Dr Oscar Bandtlow
Prof Frances Bowen
Dr Livia A Carvalho
Prof Kavita Datta
Dr Pedro Elston
Dr Timothy Fulton
Prof Emma Griffin
Dr Eleni Hagi-Pavli
Prof Boris Khoruzhenko
Al-Habib Mraish
Dr Sharri Plonski
Prof Nitzan Rosenfeld
Prof Elizabeth Tanner

Professor Adrian Bevan
Prof Christopher Bray
Dr Giorgio Chianello
Dr Giulia De Falco
Professor James Esson
Prof Elizabeth Gillow
Dr Jürgen Groet
Prof Michael Harker
Prof Andrew Livingston
Dr Ali Nankali
Prof Thomas Prellberg
Dr Melanie Smuk
Prof Christopher Tredwin

In attendance:

Prof Alison Blunt
Prof Yang Hao
Simon Jarvis
Jonathan Morgan

Laura Debrincat
Danny Hassell
Prof Arunthathi Mahendran
Jane Pallant

Leonardo Guasti
Simon Hayter
Prof Anthony Michael
Yasmin Smits (Secretary)

Apologies:

Prof Amrita Ahluwalia
Prof Helen Bailey
Prof Rob Briner
Prof Martin Coward
Rahma Hegy
Dr Philippa Lloyd
Prof Wayne Morrison
Jovani Palnoni
Prof Abhishek Saha
Prof Steve Uhlig
Dr Yannick Wurm

Prof Alp Atakan
Dr Georgia Black
Prof Liam Campling
Prof Panos Deloukas
Prof Martin Knight
Dr Michaela MacDonald
Prof Rachael Mulheron
Dr Anthony Phillips
Prof Hazel Screen
Prof Wen Wang

Prof Colin Bailey
Dr Erik Blair
Prof Mark Caulfield
Prof Neve Gordon
Prof Ioannis Kokkoris
Prof John Marshall
Prof Mike Noon
Prof Kathryn Richardson
Prof Galin Tihanov
Prof Anthony Warrens

Part 1: Preliminary items

Welcome and apologies

2024.48 The Chair welcomed the members and **noted** the apologies received.

Part 2: Matters for Discussion

QMSU Executive Officer Priorities for 2024-25

Verbal Report

- 2024.49 Senate **received** a presentation on the Executive Officer Priorities for 2024-25.
- 2024.50 Senate **noted** the initiatives presented by the Executive Officers, which included:
- i. enhancing the campus experience (including the Malta campus), improving diversity and inclusivity, and supporting student wellbeing through various schemes and surveys, which allowed QMSU to gather feedback relating to payment deadlines and late fees for self-funding students;
 - ii. progress made in areas such as campus safety, sustainability in liberation campaigns, and the Academic Advisor Scheme;
 - iii. the introduction of a supermarket voucher scheme for post-graduate students in response to the cost-of-living challenges;
 - iv. implementing a scheme to provide inclusive PPE for students on healthcare placements to ensure a student's identity is not an obstacle in the progression of their studies.
- 2024.51 Senate **noted** the Executive Officers' continued focus on the mental health and academic success of students, particularly with regards to proposed changes in assessment and feedback, based on student's feedback. This feedback had highlighted the need for further consideration of the volume and weighting of assessments. Thanks were expressed to the Executive Officers from QMSU who had led the ongoing work across these priorities.

Report of the External Member to the Degree Examinations Boards

(SE2024.17)

- 2024.52 Senate **considered** the report of the External Member of the Degree Examinations Board (SEB).
- 2024.53 The External Member had attended the Undergraduate Science and Engineering and Humanities and Social Sciences DEBs in September 2024. Senate members noted that the External Member role was similar to that of an external examiner but operated at Degree Examination Board level with a focus on issues of process, regulation, equity, consistency of approach, and compliance with the OfS' Conditions of Registration.
- 2024.54 The report highlighted some areas of excellent practice, with two areas for further consideration: the distribution of classifications, and progression and attrition in some disciplines.
- 2024.55 Members noted a potential link between areas with higher levels of non-progression/attrition and levels and measures of student engagement. It was anticipated that the revised Student Learner Engagement Policy (and its accompanying data markers) that had come into effect from 2024-25 would aid in addressing these issues, and this would be kept under review.
- 2024.56 Members noted that Universities UK (UUK) had, in 2022, set out its expectation that institutions should return to classification distributions no higher than those of the pre-pandemic years. This requirement aligned with the regulatory requirement of the Office for Students to deliver degree outcomes that were "credible" and in line with sector-recognised norms (Conditions of Registration B4 and B5).

- 2024.57 Patterns of achievement and classification distributions varied significantly between schools and institutes. While it was recognised that there was significant contextual detail that explained some of this variance, members noted that there were sets of results that would benefit from particular review, including those of specific examination boards addressed in the External Member's report.
- 2024.58 Members noted that schools and institutes were expected to reflect upon their student outcomes – including classification distributions – as part of the current Programme Review census activity.
- 2024.59 Members **agreed** that it would be useful to see further analysis to obtain a better understanding of longitudinal trends in degree classifications and agreed that the annual Degree Outcomes Statement would be an appropriate vehicle for this review. Queen Mary would go beyond the minimum requirements of the Statement to include postgraduate results and more highly disaggregated data when composing the Statement, which would be considered by the EQSB and the Senate later in the year

Action: Head of Academic Quality and Standards

- 2024.60 A further examination ('deep dive') was required to understand the patterns and trends arising out of the report. It was noted that academic staff were already undertaking work on the design of meaningful assessment and that this work would assist in understanding some of the reasons for the trends shown in the report. Support would be provided to the Subject Examination Board Chairs to help understand the data and provide effective monitoring of the changes.

Suspensions of Regulations report 2023-24

(SE2024.18)

- 2024.61 Senate **considered** the Suspensions of Regulations report 2023-24.
- 2024.62 There had been significant improvement in the overall numbers of suspensions, with a downward trajectory from a peak of 137 suspensions during the pandemic.
- 2024.63 Senate **noted**:
- i. suspensions linked to the delivery of incorrect/unapproved assessment schemes had marginally increased, both in absolute numbers and as a percentage of the whole; and
 - ii. the Faculty of Humanities and Social Sciences (HSS) had historically accounted for the highest proportion of suspensions. While this was still the case, the difference between the three Faculties had reduced.
- 2024.64 Senate **noted** the need for alignment with the principles of programme design all schools and institutes, and that this was most urgent for the five schools responsible for over half the suspensions. It was highlighted that SBM was a particular concern and noted that information on module requirements must be made clearer to both students and staff.
- 2024.65 Senate noted that it would be important to ensure that the assessment information in QMPlus matched the information held in the student records system. There should not be scope for discrepancies in the two records and discussions had begun to resolve any issues with the e-learning team. The new curriculum manager system would eventually be the single source of truth for both programme and module information.

Policies for approval: Intellectual Property Policy

(SE2024.19)

2024.66 Senate **received** the Intellectual Property Policy, and the draft terms of reference and membership for the Intellectual Property Advisory Group, which had been revised following the October Senate meeting [m.2024.02].

2024.67 Since Senate last reviewed the policy, the following changes/updates had been made:

- paragraph 6.3.4 had been removed to avoid confusion, as paragraph 6.3.1 summarises the position in relation to teaching materials [m.2024.14]; and
- paragraph 6.6.2 had been updated to provide greater clarity in relation to open-source software and databases [m. 2024.15].

2024.68 Senate **approved** the revised Intellectual Property Policy, and the terms of reference and membership of the Intellectual Property Advisory Group (IPAG).

Enhancing Support for Students' Fitness to Study Policy (SE2024.20)

2024.69 Senate **received** the revised Enhancing Support for Students' Fitness to Study Policy.

2024.70 The policy provided a framework to support students with mental or physical health problems that impacted their fitness to study. The policy had been approved by EQSB prior to Senate. Appendix C had been added to explain the appeal process for students who were dissatisfied with the outcome of an Enhancing Support for Students' Fitness to Study Case Conference.

2024.71 Senate **approved** the amendment to Enhancing Support for Students' Fitness to Study Policy.

SHAPE Health Initiative (SE2024.21)

2024.72 Senate **received** a proposal to establish the SHAPE Health Initiative, a virtual cross-faculty institute between Humanities and Social Sciences (HSS) and the Faculty of Medicine and Dentistry (FMD) to explore and cultivate the potential for interdisciplinary health, education, and research. The institute would be virtual, populated by existing staff and thereby would be cost-neutral to set up. The initiative was being brought to Senate for approval as it would involve disciplines from multiple faculties.

2024.73 Senate **approved** the SHAPE Health Initiative.

Honorary Degrees and Fellowships (Confidential) (SE2024.22)

2024.74 Senate **received** proposals/nominations for the awarding of the Honorary Degrees and Fellowships of Queen Mary and the Queen Mary Medal.

2024.75 Senate **approved** the nominations for Honorary Degrees and Fellowships of Queen Mary and the Queen Mary Medal, for recommendation to Council.

Part 3: Matters for Report

Council Report (SE2024.23)

2024.76 Senate **noted** draft unconfirmed *confidential* minutes of the Council meeting held on Thursday 21 November 2024.

Research Degrees Programmes and Examinations Board (SE2024.24)

2024.77 Senate **noted** the executive summary of business considered by the Research Degrees Programmes and Examinations Board (RDPEB) held in October and November 2024.

Partnerships Board (SE2024.25)

2024.78 Senate **noted** the executive summary of business considered by the Partnerships Board from 24 September 2024 to 25 November 2024.

Approval of membership and terms of reference for sub-boards of Senate for 2024-2025 – Ethics of Research Committee (SE2024.26)

2024.79 Senate **approved** the updated terms of reference and membership documents for the Ethics of Research Committee.

Minutes of the last meeting held on 24 October 2024 (SE2024.27)

2024.80 Senate **approved** the minutes of the meeting held on 24 October 2024.

Chair's actions (SE2024.28)

2024.81 Senate **noted** four Principal's nominees to consider final reviews under the Appeal Policy 2023-24

President and Principal's report (SE2024.29)

2024.82 Senate **noted** the President and Principal's report.

Student Union President's report (SE2024.30)

2024.83 Senate **noted** the Student Union President's report.

Vice Principal's reports (SE2024.31)

2024.84 Senate **noted** the report from the Vice-Principal (Health) (SE2024.31a)

2024.85 Senate **noted** the report from Vice Principal (Humanities and Social Sciences) (Verbal report)

2024.86 Senate **noted** the report from the Vice Principal (Science and Engineering) (SE2024.31b)

2024.87 Senate **noted** the report from Vice Principal (Education) (SE2024.31c)

- 2024.88 Senate **noted** the report from Vice Principal (International) (SE2024.31d)
- 2024.89 Senate **noted** the report from the Vice Principal (Policy and Strategic Partnerships) (SE2024.31e)
- 2024.90 Senate **noted** the report from the Vice Principal (Research and Innovation) (SE2024.31f)

Indicative Annual Business plan

(SE2024.32)

- 2024.91 Senate **noted** the annual indicative business plan for 2024-25. The plan had been updated since the last meeting to include the Extenuating Circumstances policy.

Part 4: Other matters

Dates of future meetings

- 2024.92 Senate **noted** the upcoming Senate meetings for 2024-25:
- Thursday 13 March 2025;
 - Thursday 12 June 2025

Any Other Business

- 2024.93 No other business was raised.