



Senate

Tuesday 4 June 2019

Minutes

Present: Professor Jenny Higham (Chair), Professor Iain Beith, Professor Dot Bennett, Professor Deborah Bowman, Professor Judith Cartwright, Rob Churm, Dr David Clark, Professor Kathy Curtis, Professor Roberto Di Napoli, Professor Jon Friedland, Dr Taigang He, Dr Omar Janneh, Professor Andrew Kent, Jenny Laws, Professor Jodi Lindsay, Dr Godfrina McKoy, Gill Mein, Dr Aileen O'Brien, Dr Linda Perkins-Porras, Amy Perrott, Professor Jane Saffell, Georgina Sims, Dr Laura Southgate, Annabel Strachan, Professor Guy Whitley.

In attendance: Glen Delahaye, Dr Julie Leeming, Sian Marshall, Susan Trubshaw.

Apologies: Dr Rachel Allen, Derek Baldwinson, Dr Kate Everett, Dr Julia Gale, Dr John Hammond, Professor Cilla Harries, Muhammad Omar Hijazi, Dr Vanessa Ho, Dr Carwyn Hooper, Dr Marcus Jackson, Angela Kubacki, Professor Jane Lindsay, Dr Rosie MacLachlan, Dr Wilson Muleya, Paul Ratcliffe, Dr Samira Saadoun, Dr Nazira Sumar, Dr Elena Sviderskaya, Professor Peter Whincup.

43. Minutes

Considered and approved:

The minutes of the meeting held on Thursday 26 February 2019.

Paper Senate/2018-19/3/A

44. Matters arising from the minutes of the previous meeting not covered elsewhere on the agenda

Received and considered:

The action points arising from the minutes.

Reported:

Minute 32: Academic Quality:

A draft email policy had been developed to provide guidance to staff and students on the expected use of SGUL email addresses. The policy would be considered at the next meeting of the Information Governance Steering Group.

Research

45. Research Excellence Framework (REF)

Considered and approved:

The Code of Practice for submission to REF.

Reported:

The Chair thanked the Academic Lead for REF, Professor Jodi Lindsay, for leading the preparation and consultation on the Code of Practice.

46. Research Committee

Received and considered:

A report from the Research Committee.

Reported:

- a) A number of successful visits had been held at SGUL, including with the Wellcome Trust and Research England, which had been well received. A further visit would be held the following day from the MRC and the Wellcome Trust on the theme of public engagement in relation to grants.
- b) SGUL had signed up to the San Francisco Declaration on Research Assessment (DORA), which aimed to improve the ways in which the output of scientific research is evaluated by funding agencies, academic institutions, and other parties.
- c) Senate would consider the new research operational plan at its next meeting in July, which would be held jointly with Executive Board.

Paper Senate/2018-19/3/C

Quality and Partnerships

47. Partnerships Update

Received and considered:

A report on partnership activity.

Reported:

- a) The timetable for the SGUL-UNic partnership review had slipped as a consequence of Professor Iain MacPhee's departure from SGUL as Dean for International Education. Mr Kevin Hayes had agreed to take on the academic liaison role with UNic and would be involved in the partnership review process going forward. The review would focus on the working arrangements between the two institutions, including identifying areas of good practice, and would seek feedback from staff in due course. Senate members were encouraged to share any feedback with the Quality and Partnerships Directorate.
- b) The political situation in Northern Ireland remained complex and the absence of an Executive and assembly meant that the structures required to approve the new medical school at Ulster University were not currently in place. The University was now planning a September 2020 start.
- c) Perhaps as a consequence of limited knowledge of the scheme, SGUL was unlikely to utilise the full funds available for the 2017-2019 Erasmus plus scheme. It was noted that there was scope for better communication of the scheme as some staff were unsure whether SGUL was still participating in the scheme.

Agreed:

Work would be taken forward with the internal communications team to promote opportunities for student and staff mobility via the Erasmus plus scheme and to communicate the new staff responsibilities in relation to partnerships following Professor MacPhee's departure.

Action: Academic Lead for Erasmus, Director of Quality and Partnerships

Paper Senate/2018-19/3/D

48. Annual Monitoring

Received and considered:

A report on annual monitoring.

Reported:

- a) A number of revisions had been made to the annual programme monitoring process this year to improve and enhance its operation. Issues raised as part of the process that were outside of QAEC's remit would now be referred on to other groups or directorates with clear timescales for reporting back to QAEC to ensure that actions were taken forward.
- b) Considerable work was being undertaken to ensure the availability of appropriate and accurate data to support annual programme monitoring. Further enhancements had been identified for future iterations of the process.
- c) QAEC had discussed the continued decline in student attendance and participation which had been identified across a number of programmes. It was acknowledged that further work would be required to understand the reasons for this decline before any actions could be put in place to address this. QAEC would oversee this work.

Paper Senate/2018-19/3/E

49. Academic Quality

Received and considered:

A report from the Quality Assurance and Enhancement Committee.

Paper Senate/2018-19/3/F

50. Faculty of Health, Social Care and Education (FHSCE)

Received and considered:

A report from the Dean of the Faculty.

Reported:

The Dean commended Professor Kathy Curtis for her work to ensure the successful launch of the apprenticeship in Advanced Clinical Practice.

Paper Senate/2018-19/3/G

Academic Forum

51. Academic Forum

Received and considered:

A report from the Academic Forum.

Reported:

- a) Two meetings of the Academic Forum had been held since Professor Roberto Di Napoli had been appointed as Chair in January 2019. Academic staff who had attended the meeting were supportive of Academic Forum's ongoing role in providing a vehicle for discussing issues relating to academic life and work. However, it remained a challenge to engage staff.
- b) It was acknowledged that in recent years Academic Forum had been used as a mechanism to disseminate information about SGUL rather than for discussion and this had impacted staff engagement.
- c) It was suggested that work was need to clearly articulate the purpose of Academic Forum and to ensure that staff understood its likely impact and reach. This could involve a consultation with academic staff on its aims and objectives and better communication of its meetings and purpose. It was felt that advertising through institute channels, such as seminar programmes could encourage staff to attend.

Agreed:

- i) Senate would waive the requirement for the Chair to be re-elected on an annual basis for 2019-20 to enable Professor Roberto Di Napoli to continue the work that had begun to revitalise Academic Forum.
- ii) Senate would endorse the proposals for the future operation of Academic Forum, including the change of name to Academics' Forum.

Paper Senate/2018-19/3/H

Education and the Student Experience

52. Education and Student Strategy Committee

Received and considered:

A report from the Education and Student Strategy Committee.

Reported:

- a) The Student Experience Action Group (SEAG) was perceived to have effected considerable change in areas relating to the student experience over the previous year. The Students' Union Officers had been invited to attend and had felt able to contribute to the enhancements being made.
- b) The results of the Student Experience Survey had been released and showed an improvement on the previous year's results.
- c) Student engagement with the Students' Union remained an ongoing issue. It was acknowledged that students considered the Students' Union as a service provider rather than a representative body and this would need to be factored into the Students' Union plan and strategy going forward.

Paper Senate/2018-19/3/I

Matters for Report

53. Quality Manual

Received and noted:

A report on the arrangements for the reissue of the Quality Manual for 2019-20.

Paper Senate/2018-19/3/J

54. Access and Participation

Received and noted:

A copy of the Plan approved by Council on 17 May 2019 and submitted to the OfS.

Paper Senate/2018-19/3/K

55. Periodic Review Reports

Received and noted:

A report of the periodic review of the MRes Biomedical Science.

Reported:

The Head of the Graduate School had raised an issue regarding the entry requirements for the MRes programme. The MRes was intended to prepare students for a potential future career in research and included a large research project component. However, the entry criteria were in line with other Masters programmes with a 2:2 requirement rather than the 2:1 required for PhD entry. The programme was designed to develop PhD students so academic screening was key; it was not simply dependent on numbers. Furthermore, concerns had been raised by a number of staff that some

students found it challenging to complete a high quality project. A change to the entry criteria was broadly supported, including by the Deputy Principal (Education)

Agreed:

A proposal to raise the entry criteria should be considered by the Research Committee and the Taught Programmes Courses Committee. It was suggested that it would be useful to review the performance of students on the programme and their career trajectories to determine if there were any differences between students entering with a 2:2 or 2:1. Clear guidance on the types of PhDs and high level scientists that supervise such projects would also be helpful.

Action: Head of the Graduate School

Paper Senate/2018-19/3/L

56. Validation Reports

Received and noted:

The validation reports for:

- (i) MSc Translational Medicine
- (ii) Independent/Supplementary Prescribing for Nurses and Midwives

Paper Senate/2018-19/3/M

57. Health and Safety

Received and noted:

A report on the HSE Visit and Outcome.

Paper Senate/2018-19/3/N

58. Reputation and Visual Identity

Received and noted:

A report on the reputation and visual identity project.

Paper Senate/2018-19/3/O

59. Actions taken by the Chair

Received and noted:

The decisions taken on behalf of Senate by the chair since the last meeting of Senate.

Paper Senate/2018-19/3/P

60. Student Cases

Reported:

- (i) A Fitness to Study and Practise Hearing Committee was convened to consider the case of a student enrolled on the MBBS Programme and determined that the student's registration should be terminated with immediate effect.
- (ii) A Fitness to Study and Practise Hearing Committee was convened to consider the case of a Final Year BSc (Hons) Diagnostic Radiography student and determined that the student should be permitted to continue on the programme.
- (iii) An Assessment Review Panel was convened to consider an academic appeal from a student enrolled on the BSc Paramedic Science programme and determined that the student would be permitted a further attempt at the failed assessment.

61. Minutes of Senate Sub-Committees

Noted that minutes of the following Senate sub-committees are available on request:

- a) Quality Assurance and Enhancement Committee
- b) Research Degrees Committee (unreserved)
- c) Research Committee

- d) Student Support and Welfare Committee
- e) Taught Postgraduate Courses Committee
- f) Undergraduate Medicine and Bioscience Education Committee

62. Any other business

No further business was reported.

63. Dates of meetings in 2018-19

09 July 2019, 2:00–4:00pm – Joint with Executive Board

64. Dates of meetings in 2019-20

Senate will be held from 2:00–4:00pm on the following dates:

12 November 2019

3 March 2020

2 June 2020

07 July 2020 – Joint with Executive Board

SM/4 June 2019

CONFIRMED