

UNIVERSITY SENATE

Minutes of the meeting held on 12th December 2014

- PRESENT:** Dr D Chalmers, Dr V Charissis, Miss P L Choo, Dr L Amrane-Cooper, Dr A Corbett, Ms A Doherty, Mr E Robert, Dr R Emmanuel, Dr M Ferguson, Dr H Gallagher, Mr M Gallacher, Professor P Gillies (Chair), Mrs P Hamilton, Ms J Hulme, Dr K Kehoe, Professor L. Kilbride, Mr A Killick, Professor J Lennon, Mr B McConville, Ms J Main, Professor M Mannion, Professor J Marshall, Dr C Miller, Dr A Nimmo, Dr S Ogden, Mr B Pillans, Mr E Robert, Mr R Ruthven, Professor L Sawers, Professor K Stanton, Mr M Stephenson (SA), Professor B Steves, Professor V Webster, Professor R Whittaker.
- APOLOGIES:** Mrs H Brown, Professor I Cameron, Mr A Craig, Ms L Cuthbertson, Mrs C Hulsen, Mr T Kilpatrick, Mr V McKay, Miss D Rankin, Professor A. de Ruyter, Mr I Stewart, Professor J Tombs, Professor J Wilson, Professor J Woodburn.
- OBSERVERS:** Mrs M Armstrong (OD), Mr A Brian (Court), Ms J Bruce (DQ&QE), Ms F Campbell (People Services), Mrs L Clark (DQ&QE), Prof. P Kirby (GSBS), Mr S Lopez (Registry), Mr A Lui (OD), Prof. J Pugh, Mrs K Roden (Strategy and Planning), Mr R Taylor (SEBE).
- IN ATTENDANCE:** Mrs M Henaghan, Secretary to Senate

CHAIR'S OPENING REMARKS

The Chair welcomed colleagues to the second meeting of Senate in session 2014/15 including Anne-Marie Doherty, elected representative from the Students' Association; Mr Ekpeloodum Robert, International Student Representative and Dr Linda Amrane-Cooper (Dean GCU London) who is attending Senate for the first time. The Chair also thanked Professor John Lennon who will be demitting from his role as Acting Dean of the Glasgow School for Business and Society to take up his new role as Assistant Vice-Principal Business Development in the new year. In addition Senate also thanked Mrs Helen Brown who has resigned from Senate to undertake her new role as Associate Dean International in the School of Health and Life Science. Senate also noted the following attendees by invitation; Professor John Pugh (Academic Advisor to the University Secretary and Vice-principal Governance) and Ms Janice Bruce (Governance and Quality Enhancement).

Minutes

14.66 Considered: The unconfirmed draft minutes of the meeting of Senate held on 10th October 2014. (Doc S14/29/1)

- 14.67 Discussed: The following amendments to the unconfirmed minutes:
 (i) 14.39 The SFC Annual Statement on Quality Assurance Arrangements 2013-14: The following statement to be added "Staff were assured that consultation would take place as per normal practice".
- 14.68 Resolved: That subject to the inclusion of the above amendment the minutes be approved as an accurate record.

Matters Arising

- 14.69 Reported: Arising on 14.04 – International Committee and APC Elections – Senate was notified that Sabine McKinnon was elected to serve on the International Committee and Dr Martin Sharp was elected to the Academic Policy Committee.

Arising on 14.07 – The Principal And Vice Chancellor Report -Ashoku U Senate was advised that there will be a paper coming to a future Senate on Ashoku U. In addition the Principal will be delivering a keynote speech at The Exchange Ashoka U to be held in February 2015.

Ministerial Letter of Guidance – It was confirmed that the university had queried the use of the phrase "gender segregation" in the letter of guidance. It has been flagged with civil servants and it is recognised that this is not a reflection of the message from the Minister.

Arising on 14.16 – Research Strategy – It was confirmed that the Research Strategy has been amended to reflect that teaching is "research led" rather than "research informed".

Arising on 14.19 – Equality and Diversity Annual Report – Senate was informed that the Equality and Diversity Committee is scheduled to meet during week commencing 15th December and will consider points raised. In response to a question on the Living Wage it was confirmed that GCU was first to implement the living wage in October 2012. We are now an accredited Living Wage employer. Rates of pay are available on the University website.

Arising on 14.29 – External Student Survey Results - It was confirmed that the report on the Student Experience Away Day will be made available to a Senate member as requested.

Principal and Vice Chancellor and Executive Board Report

- 14.70 Considered: A report from the Principal and Vice Chancellor and Executives to update members on substantive items considered by the Executive Board since the last meeting of Senate. **(Doc S14/30/1).**
- 14.71 Reported: Consultation on the new Higher Education Bill. By the University Secretary that the Executive Board was currently considering a draft response to the consultation. Senate was invited to flag up any issues for inclusion in the draft response. Section F of the Bill was of particular interest and any feedback/views should be communicated to the

University Secretary. The draft response is due to be considered by University Court at its January 2015 meeting.

Student Recruitment – By a member that Senate needs to consider the way recruitment figures are compiled and allocated. In response the Chair confirmed that Senate is not involved in management practice. The University has established a Target Steering Group which manages the allocation of funded places to ensure that the University is compliant with the SFCs rules on under and over recruiting. This systematic process ensures that the University manages its target setting effectively to avoid any detrimental financial penalties.

14.72 Resolved: That Senate notes the report.

ELIR Update

14.73 Reported: By the Head of Governance and Quality Enhancement confirmation that the University had submitted the ELIR Reflective Analysis and Advance Information Set to the QAA by the due date. Arrangements for the Part 1 and 2 visits by the ELIR panel are well underway. These include:

- Welcome from the Principal on mission and strategy and an introduction from the PVC L&T on the Strategy for Learning
- A student led presentation on the role of Learning Development Centres in enhancing the student learning experience
- Identification of staff and students who will meet with the panel during the part 1 and 2 visits
- Briefing sessions for staff to familiarise them with the process
- Key dates for noting are:
 - Part 1 visit 21 and 22nd January 2015
 - Part 2 visit week commencing 2nd March 2015
 - Week commencing 9th March 2015 - Key themes letter with overarching judgement.

Code of Student Conduct

14.74 Considered: A revised Code of Student Conduct (**Doc S14/42/1**)

14.75 Reported: By the Vice Chair of the Academic Policy Committee, Professor Whittaker, that the revised code offers a fair and transparent process for dealing with student conduct matters. The code aligns with the QAA Quality Code and the University's Complaints Handling Procedure. The executive summary lists the main changes and the full code was considered and approved by the Academic Policy Committee at its December meeting subject to minor amendments. APC also recommended that flow charts illustrating the process are produced for ease of use. APC also undertook to consider the issue of possible additional student representation on the University Court Appeal Committee in future but recommended that this did not delay the passage of the revised code to Senate for formal approval. Senate is asked to approve the revised Code of Student Conduct with implementation from academic session 2015-16.

14.76 Discussed: By the President of the Students' Association that Senate note the

contribution of the previous President Matt Lamb and VP Education Neil Clark in revising the code. The Students' Association welcome the opportunity to act as members of the Senate Disciplinary Committee and in the longer term the Court Appeal Committee.

14.77 Resolved: That the Code of Student Conduct be approved for implementation in academic session 2015-16.

University Open Access to Research Policy

14.78 Considered: University Open Access to Research Policy **(Doc S14/31/1)**

14.79 Reported: By the Director of Academic Research, Development and REF, Professor Marshall that the University is strongly committed to the principle that the outcomes arising from its publicly funded research are a public good that should be made as widely available as possible. HEFCE policy on open access for REF is now UK wide policy and the University must be complaint. The Open Access Working Group has developed the draft Open Access to Research Policy before Senate for approval. Professor Marshall outlined the key highlights of the policy and advised that the next REF 2020 will be on an open access basis. From April 2016 research active staff must publish on Open Access. There were two routes Gold and Green, however the Gold route has resource requirements which have yet to be costed and approved by the University Executive Board. Therefore the University will utilise the Green route, that is, publishing in a free or "green" open access journal where no article processing charges are levied. Senate was also provided with a Frequently Asked Questions (FAQ) on Open Access to Research which will be made available to all staff.

14.80 Discussed: A Senate member enquired about the work to be done in terms of deposits and whether any plans to increase library staff/support were in the pipeline. The Chair acknowledged that there may be resource implications and further work to be done to meet all requirements. These issues will be considered in due course.

14.81 Resolved: That Senate approved the Open Access to Research Policy and the adoption of the "green" model of free open access as a matter of standard practice to satisfy conditions of grant from research funding bodies.

Amended Senate Composition

14.82 Considered: An amendment to the composition of University Senate to increase the number of co-opted members from four to six. **(Doc S14/41/1)**

14.83 Reported: By the University Secretary that the proposal to seek Privy Council approval to amend the Composition of Senate by increasing the maximum allowable number of co-opted places from four to six is presented to Senate for approval. Previously Senate had agreed to allow an increase in student representation with an additional two members

utilising the co-opted vacancies. This means that all four co-opted positions are now filled. This proposal to increase the co-opted places is to ensure the University keeps flexibility in its ability to co-opt as required. This change will be included a part of other proposed amendments to the Statutory Instrument soon to be submitted to the Privy Council, which are being sought to ensure that the University is fully compliant with the Scottish Code of Good Higher Education Governance.

14.84 Discussed: A Senate member enquired if the University should take a wider view regarding academic representation on Senate including staff from GCU London. In response the Chair advised that the Statutory Instrument sets out the proportion of Ex-Officio; Elected and Co-opted membership. To increase one category, for example the elected membership, would require adjustments to the Ex-Officio category. This could be taken into account as part of the planned Senate effectiveness review. It was confirmed that GCU London already has representation on Senate.

14.85 Resolved: That Senate approved the proposal to increase the co-opted membership of Senate from four to six.

Collaborative Provision

14.86 Considered: An annual overview report on collaborative arrangements; satellite campus and off campus activities. **(Doc S14/45/1)**

14.87 Reported: By the Head of Governance and Quality Enhancement that Senate members were invited to note the summary overview of annual reports, specifically, academic provision leading to an award or to credit of the University delivered with a partner. The reports provide the University with institutional oversight of all arrangements; are compliant with the QAA Quality Code and ensure maintenance of academic standards. The Academic Policy Committee (APC) considered the full reports at its December meeting. The minute extract provided gives a summary outcome of initial scrutiny (sections 1.5 and 1.6). It is acknowledged that some follow up work is required as indicated in table 2. This will be an agenda item for the next APC. Senate was also advised that some changes will be made to the reporting arrangements for session 2014-15 in terms of timing of reporting and the avoidance of duplication of effort. Senate was invited to note the report and provide any comment in terms of institutional oversight.

14.88 Discussed: A Senate member enquired about the GCU London report which stated that students in London performed less well. In response the Chair advised that this was a matter for the Dean of the London campus to address and was assured that this would be a high priority for action as appropriate.

14.89 Resolved: That Senate noted the annual overview report on collaborative, satellite and off campus arrangements.

Honorary Appointments

14.90 Approved The undernoted honorary appointments awarded by the Executive Board.

Title	Post	Field of Expertise	
Prof Alan Tomlinson	Emeritus Chair in School of Health & Life Sciences	Vision Sciences	
Dr Harry Orbach	Emeritus Position in School of Health & Life Sciences	Vision Sciences	
Prof Barbara Parfitt	Emeritus Professor in School of Health & Life Sciences	Nursing and Midwifery	

Higher Degrees Committee

14.91 Approved: Recommendation from the Higher Degrees Committee for the award of 8 PhDs and 2 Prof.Ds. **(Doc S14/37/1)**

Senate Chair's action

14.92 Noted: (i) A Chair's action approving the appointment of Professor Bruce Wood to the Senate Disciplinary Committee **(Doc S14/33/1)**
(ii) A Chair's action approving the award of 1 PhD **(Doc S14/34/1)**

International Committee Quarterly Report

14.93 Approved: A quarterly report from the International Committee to update members on substantive items. **(Doc S14/32/1)**

Academic Staff Appointments

14.94 Received: Notification of recent academic staff appointments. **(Doc. S14/39/1)**

Academic Policy Committee

14.95 Received: The confirmed minutes of the Academic Policy Committee held on 1st October 2014. **(Doc APC14/26/1)**

Research Committee

14.96 Received: The confirmed minutes of the Research Committee held on 25th September 2014. **(Doc REC14/1/1)**

School Board and GCU London Campus Board Minutes

14.97 Received: The confirmed minutes from the undernoted meetings of Boards of Senate:
School of Health and Life Sciences held on:
27th June 2014 **(Doc HLS/SB/14/001)**

Glasgow School for Business and Society held on:
10th September 2014 **(Doc GSBS/SB/14/10/1)**

School of Engineering and the Built Environment
7th May 2014 **(Doc EBE – SB 13/41/01)**

London Campus Board Minutes
17th June 2014 **(Doc LCB13/3/26)**

University Court

14.98 Received: The highlights of the meetings of University Court held on 25th September 2014. **(Doc S14/40/1)**
27th November 2014. **(Doc S14/38/1)**

Memorandum of Understanding on Academic Co-Operation between GCU and the University of Glasgow

14.99 Received: Memorandum of Understanding on Academic Co-Operation between GCU and the University of Glasgow in relation to Nursing and Health Care **(Doc S14/35/1)**

Addendum to the Memorandum of Agreement with Glasgow Kelvin College

14.100 Received: Addendum to the Memorandum of Agreement with Glasgow Kelvin College **(Doc S1436/1)**

Strategy for Learning Operational Plan 2014-15

14.101 Received: The Strategy for Learning Operational Plan for session 2014-15 **(Doc S14/44/1)**

Senate Annual Programme of Work

14.102 Received: The proposed programme of work for Senate for the remainder of session 2014-15. This may change as new issues emerge and others are superseded. **(Doc S14/43/1)**

Date of Next Meeting

14.103 Received: Notification that the next scheduled meeting of University Senate will be held on Friday 27th February 2015.