UNIVERSITY SENATE

Minutes of the meeting held on 9th October 2015

PRESENT:	Dr L Amrane-Cooper, Ms G Bartsch, Mrs J Broadhurst – PG Student, Prof. T Buggy, Mr A Corbert, Ms L Cuthbertson, Prof. A de-Ruyter, Dr R Emmanuel, Dr M Ferguson, Mr M Gallagher, Prof. P Gillies(Chair), Dr A Grant, Prof. T Hilton, Ms J Hulme, Dr K Kehoe, Ms B Kelly, Prof. L Kilbride, Mr A Killick, Mr T Kilpatrick, Ms J Main, Prof. M Mannion, Prof. J Marshall, Mr B McConville, Prof. S McMeekin, Dr C Miller, Prof. J Miller, Mr V McKay, Dr S Ogden, Mr B Pillans, Mr E Robert, Mr M Stephenson, Prof. B Steves, Mr I Stewart, Prof. V Webster, Prof. R Whittaker.
APOLOGIES:	Prof I Cameron, Dr D Chalmers, Dr H Gallagher, John Gaughan, Dr A Nimmo.
OBSERVERS:	Dr. Helena Bassil-Morozow (SSMJ), Mrs L Clark (DGQE), Ms M Connelly, Prof. L Creanor (GCU LEAD), Ms A Cuthbert (SA) Mr K Fleming (PG) Mr S Lopez, Mr A Lui (OD), Mr P Mckenna (SEBE) Dr E Reather (Exec Support), Mrs K Roden (S&P), Mr P Yetton (VISA)
IN ATTENDANCE:	Mrs Deborah Donnet, Secretary to Senate

CHAIR'S OPENING REMARKS

The Chair welcomed colleagues to the first meeting of the 2015/16 academic year including new colleagues Professor James Miller, (Deputy Vice Chancellor) and Ms Jen Broadhurst, (Post Graduate Student representative).

Minutes

15.01	Considered:	The unconfirmed draft minutes of the meeting of Senate held on 5th June 2015. **(Doc S14/86/1)**
15.02	Resolved:	That the minutes be approved as an accurate record.

Matters Arising

15.03	Reported:	<u>Arising on 14.165 Matters Arising</u> - in response to a request for an update on the application for the educational licence, Senate was informed that the application was currently undergoing full review and it was hoped that the outcome would be known by the end of this year or early 2016.

GCU NY had secured its first Executive Education contract for "Dress for Success", a global not-for-profit organization that promotes the economic independence of disadvantaged women by providing professional attire, a network of support and the career development tools to help women thrive in work and in life.

Principal and Vice Chancellor and Executive Board Report

15.04   Considered: A report from the Principal and Vice Chancellor and Executive Board to update members on substantive items considered by the Executive Board since the last meeting of Senate. **(Doc S15/1/1).** In addition to the report Senate was updated as follows:

15.05   Reported: <u>SFC Funding</u> – By the Principal that the University, along with all the other Universities in Scotland, had been told verbally that despite a submission by Universities Scotland for an increase in funding, the Cabinet Secretary had indicated that there would be a cut in funding. The extent of the cut is not yet known and the University was currently undertaking scenario planning. Senate will be kept informed.

Senate Annual Report 2014/15

15.06   Considered: The Senate Annual Report for the academic year 2014/15
(Doc S15/21/1)

15.06   Resolved: To note the Senate Annual Report for 2014/15.

Academic Policy Committee Annual Report 2014/15

15.07   Considered: The Academic Policy Committee Annual Report for 2014/15
(Doc S15/17/1)

15.08   Resolved: To note the Academic Policy Annual Report 2014/15.

Research Committee Annual Report 2014/15

15.09   Considered   The Research Committee Annual Report for 2014/15 **(DocS15/18/1)**

15.10   Discussed   In response to a question regarding the strategic allocation of resources to develop research excellence in selected areas of strength, the PVC and VP Research and Enterprise advised Senate that Deans had been provided with guidance on the allocation of the Research Excellence Grant.

15.11   Resolved: a)   That Deans and Associate Deans Research meet with research

staff within their Schools to discuss the allocation of funds.

b)   To note the Research Committee Annual Report for 2014/15

Action: Deans and ADRs

International Committee Annual Report 2014/15

15.12   Considered: The International Committee Annual Report for 2014/15 **(Doc S15/14/1)**

15.13   Discussed: In response to a question why the report did not contain an outline of work to be undertaken in 2015/16, Senate was informed that priorities for 2015/16 would be reviewed by the incoming PVC and VP International.

15.14   Resolved: To note the International Committee Annual Report 2014/15.

Annual Report 2014/15: School Boards and Boards of Senate

15.15   Considered: The Annual School Board Reports from:-

- School of Health and Life Sciences **(Doc S15/2/1)**
- School of Engineering and Built Environment **(Doc S15/3/1)**
- GCU London Campus Board **(S15/5/1)**
- GCU Lead **(S15/4/1)**
- Glasgow School *for* Business and Society **(Doc S15/27/1)**

15.16   Discussed: In response to a question asking whether all Schools had a School Governance document as referred to in the SHLS annual report, Senate was informed that these did exist for all Schools.

In response to a question regarding the success rate of grant applications in GSBS, the PVC and VP Research and Enterprise advised Senate that a 1:4 success rate was considered to be good, with 1:7 or 1:8 being the norm. It was key that research colleagues at all levels were given support to apply for research grants, however it was hoped that as colleagues confidence was developed, applications for larger, more collaborative grants to blue chip funders would increase. The Dean of SHLS informed Senate that the introduction of a Peer Review College in SHLS had resulted in an increase in the grant application success rate and it was noted a similar College was to be established in GSBS. The benefits of sharing best practice, cross School representation and collaborative working in Peer Review Colleges was discussed and it was agreed that this should be explored further by Deans.

15.17   Resolved   a)   That all future School Board Annual Reports should make reference to their School Governance document.

	b)	That Heads of Administration should agree a common format for School and Board Annual Reports
	c)	That the Deans should share best practice in the establishment and operation of Peer Review Colleges.
	d)	To note the annual Board reports for 2014/15

Action: Heads of Administration
Deans

National Student Survey 2015

15.18   Considered: An overview of the results of the 2015 National Student Survey. (**Doc S15/6/1**)

15.19   Reported: By the Director of Strategic Projects that overall student satisfaction had increased by 1% to 85%, meeting the last KPI for Strategy 2015. The University had its highest ever response rate of 68% and following a change in the eligibility criteria, an additional 24 programmes with smaller cohorts had been submitted, taking the University's return up to 60 programmes in total.

There were a number of areas for improvement including Assessment and Feedback and Organisation and Management and these would drive improvements for the 2016 NSS.

15.20   Discussed: It was noted that a number of the poor performing programmes were in the process of being taught out, and these programmes, whilst they had an impact on overall percentages in the NSS, impacted a relatively small number of students. Importantly, best practice was being shared across the University to help drive improvement.

For the first time, bespoke action plans are to be developed at School level to target improvement. It was further noted that the NSS should not be the first opportunity for students to provide feedback and it was vital that communication was improved and this was being considered in conjunction with the Chief Information Officer.

The Student President commended Schools for the increase in the overall satisfaction rate and reiterated the need for improved communication.

15.21   Resolved: To note the results of the 2015 National Student Survey.

Nullification of SEBE module

15.22   Considered: A report on the nullification of the module Rich Internet Applications (MHG412774) for the BSc Computer and Electronic Systems Engineering Programme (Levels 3 & 4). **(Doc. S15/29/1)**

15.23   Reported: By the PVC and VP Learning and Student Experience that following informing Senate at its last meeting that a cohort of students on the

Module Rich Internet Applications (MHG412774) for the BSc (Hones) Computer and Electronic Systems Engineering had been nullified (arising 14.199), a full investigation into the circumstances of the nullification had taken place. No students had been disadvantaged by the nullification.

| 15.24 | Resolved: | a) To note that |

        i.   the School was completing the review of programmes where a module had been substituted. To date no issues have been identified in relation to student performance.

        ii.   the School had confirmed that the process for substitution of a module on an approved programme of study will be adhered to (as per QE&A handbook 6.8)

        iii.   the School would take appropriate steps to ensure that all Programme Boards fully considers and documents the rationale for the substitution of a module and confirmation that the External Examiners are in agreement, ensuring an audit trail of the decision making process.

        iv.   the BSc (Hons) Computer and Electronic Systems Engineering had been withdrawn from the portfolio. All but one student had transferred to the BEng Electrical and Electronic Engineering programme. The School confirmed that appropriate arrangements had been made for the remaining student to complete their programme of study.

b) To agree that

     (i)   the Assessment Regulations (section 13.3.1) are revised to ensure clarity on nullification and the interpretation of the regulations.

     (ii) that the Academic Policy Committee considers the policy and process for the management of the assessment of large modules, accessed by various Schools and Departments, for consistency of approach and to ensure maintenance of academic standards.

     (iii) that the Quality Enhancement and Assurance handbook is revised in line with the new guidance from the Competition and Markets Authority on consumer law and its application to higher education relating to changes to programmes.

Update on African Leadership Academy GCU Strategic Partnership

| 15.25 | Considered: | An update of the African Leadership Academy GCU Strategic Partnership. **(Doc S15/13/1)** |

| 15.30 | Reported: | By the PVC and VP Learning and Student Experience that following the decision to develop an academic partnership between the University and African Leadership Unleashed (ALU) to provide high-quality, affordable tertiary education in Africa to specifically address the shortage of tertiary education on the African continent, progress had been made to develop the inaugural campus in the Republic of Mauritius. |

As a result of discussions with the Tertiary Education Commission (TEC) in Mauritius it has been agreed that GCU/ALU collaboration will be referred to as the African Leadership College (ALC). The requirements placed on new higher education institution in Mauritius are strict and prevent a new institution applying for university status until programmes have been successfully delivered for between 8 and 11 years.

The University will be the lead academic partner and will act as the awarding body to ALC providing academic programmes, oversight and governance.

Following submission of all documentation, it was agreed by the TEC to accelerate the programme approval process and an approval event was held in August 2015. The event was attended by a number of staff from across Schools and professional support departments, and the TEC commended the University on the quality of its documentation and the professionalism of staff.

The application for the registration of ALU Ltd trading as the African Leadership College as a private postsecondary educational institution was approved for a period of five years from 21 August 2015 to 31 August 2020; and four programmes were granted provisional accreditation for one year from 21 August 2015 to 31 August 2016 (all applications to TEC for programme accreditation, if successful, receive a provisional one year's accreditation).

The next steps would involve signing a new MOA, developing the programmes for online delivery, approval of governance arrangements and work to establish the campus and develop the student experience.

The PVC and VP Learning and Teaching expressed her thanks to all staff involved in the initiative.

15.31	Discussed:	It was noted that there was no capital investment from the University but the ALC would contribute to income generation. It also met with the University's strategic goal of aligning with the Common Good by providing affordable education in Africa.

In response to a question regarding resources to support online learning, Senate was informed that discussions with Deans were underway to develop a long term plan.

It was questioned whether ALU Ltd was a charity and the PVC and VP Learning Teaching agreed to clarify.

15.32	Resolved:	To note the update on the African Leadership Academy GCU Strategic Partnership.

SFC Outcome Agreement 2016/17: Guidance and Approach

15.33	Considered:	A summary of the guidance from the SFC for the completion of Outcome

Agreements for 2016/17. **(Doc S15/8/1)**

15.34	Reported:	By the Director of Strategic Projects that as a three year agreement in 2015-16 had been provided, only limited revisions and additions will be needed for 2016-17. These revisions included improvement in gender balance, especially in subjects with severe imbalance and increases in recruitment and retention of students with care experience.
		The Outcome Agreement had been developed to align with the Strategy 2020 and the SCF had commended the University on this.
		It was reiterated that there was to be no increase in strategic funding for 2016-17.
		Further reporting requirements were required in relation to the Widening Access and Retention Fund.
15.35	Resolved:	To note the SFC Outcome Agreement 2016/17: Guidance and Approach.

Outcome agreement 2014-15: Self-Evaluation Report

15.36	Considered	The Outcome agreement 2014-15: Self-Evaluation Report which set out the University's achievements against the 2014-15 Outcome Agreement in the format requested for self-evaluation reports **(Doc S15/7/1)**
15.37	Discussed	In response to a request to include additional information on the international student experience, it was agreed that the Director of GCU Lead should liaise with the Director of Strategic Projects on this.
15.38	Resolved	To note the Outcome agreement 2014-15: Self-Evaluation Report and that it and would be submitted to the SFC by 30th October 2015.

SFC Annual Statement on Enhancement Led Internal Subject Review and Quality Assurance arrangements for the Academic Session 2014-15

15.39	Considered:	The SFC Annual Statement on Enhancement Led Internal Subject Review and Quality Assurance arrangements for the Academic Session 2014-15 **(Doc UC15/06)**
15.40	Reported	By the PVC and VP Learning and Teaching that the report demonstrated that there was a high degree of confidence in the University's academic assurance system.
15.41	Resolved:	To note the report.

Update on Public Sector Equality Duty Report

15.42	Received:	A verbal update on the Public Sector Equality Duty Report from the VP Governance and University Secretary.
15.43	Reported:	Considerable work led by the PVC and VP Learning and Teaching and

Student Experience had taken place since Senate's last meeting in developing the University's new submission for Athena Swan recognition. This would be finalised for submission by the end of November.

There had been an internal audit on Equality and Diversity which will be reported to the University's Audit Committee and Equality and Diversity Committee. The report found no significant risks but made helpful recommendations concerning communications, membership of the Equality and Diversity Committee in the context of the accountability of Schools, and data monitoring.

It was intended to use social media to highlight E&D work being undertaken in the University and it was hoped that this would have a positive impact on recruitment.

Unconscious Bias training for recruitment was to be rolled out. This had recently been used when recruiting new lay governors. Six new lay governors had recently been appointed, with a 50:50 split between male and female. This training would support the package of materials that had been prepared as a result of the Athena Swan application.

| 15.44 | Resolved: | To note the position and that Senate would be kept informed of progress. |

Changes to Postgraduate Research Student Governance Arrangements

| 15.45 | Considered: | Proposals for revisions in Postgraduate Research Student Governance Arrangements. (**Doc S15/10/1)** |

| 15.55 | Reported: | By the PVC and VP Research and Enterprise that all decisions about the progression and awards of PGR students were made by the Higher Degrees Committee (HDC), a sub-committee of University Research Committee. Whilst this centralised approach had been suitable when there was a relatively small number of PGR students, it was now appropriate to devolve this to Schools to enable more academic staff to become involved in research progression. |

It was therefore proposed to establish School based PGR Progression and Awards Boards (PABs) to make decisions around research progression. This would have the benefit of situating considerations of the PGR student experience closer to the locus of their activity and enabling the formation of a new Research Degrees Committee, replacing the HDC, to focus on benchmarking University-wide activity against evolving international policies and best practices.

| 15.56 | Noted: | The proposal was welcomed by the President of the Students' Association and the Postgraduate Student Representative. |

| 15.57 | Resolved: | a) To approve the formation of School based PGR Progression and Awards Boards (PABs) to make decisions on the progression and awards of PGR students |

<table>
<tr><td>b)</td><td>To approve the formation of a Research Degrees Committee, replacing HDC, to focus on benchmarking University-wide activity against evolving international policies and best practices.</td></tr>
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Action: PVC &VP Research and Enterprise

Research-led Teaching Thresholds

15.58	Considered:	Proposals to guide research-led teaching both at GCU and at partner institutions that send students to GCU with advanced standing. **(Doc S15/11/1)**
15.59	Reported :	By the PVC and VP Research and Enterprise that integrating research into teaching, at both undergraduate and postgraduate levels, was a fundamental part of providing the highest quality student experience possible, and staff and students were overwhelmingly in favour of enhancing and strengthening links between research and teaching at all levels of teaching.
		It was therefore proposed to provide support for academic colleagues in enhancing research-teaching linkages through the development of 5 Research-teaching Enhancement Thresholds. All undergraduate students would complete thresholds 1-4 and Masters students 1-5.
		Work would be done with partner colleges so that articulating students had an appropriate level of achievement and an understanding of research-based learning.
		It was clarified that Threshold 1 should read "research-led" teaching and not "research-based".
15.60	Discussed:	Further discussion involving academic staff and partner colleges would take place to develop the thresholds and develop guidance for staff.
		It was noted that strong research –teaching links were welcomed by professional bodies.

15.61	Resolved:	a)	The research-led teaching thresholds be used to guide all GCU curriculum and programme designs.
		b)	Staff and student induction processes are enhanced to make clear how research enriches teaching.
		c)	Research-led teaching experiences across the University should be shared through a programme of reflective involvement.
		d)	Research students should have opportunities and training to present their research findings to a public audience.
		e)	There is dialogue with partner institutions that send students to GCU with advanced standing to explain the research-led teaching thresholds
		f)	There is consideration of adding a category for research-led teaching to the Learning and Teaching Awards.

Action: PVC &VP Research and Enterprise

Research Structures

15.62	Considered:	Revised Research Structures proposals **(Doc S15/9/1)**

15.63   Reported: By the PVC and VP Research and Enterprise, proposals for organising research across the university outlining that the University cohere around a set of Research Centres principally situated within Schools rather than a small number of large Research Institutes situated outside Schools.

The Research Institute concept would remain, but as a virtual presence:
•to provide a strong external presentation of work and its reach and impact;
•to reinforce internal recognition and commitment to finding cross-university inter-disciplinary solutions to the large societal challenges set out in the Research Strategy; and
•to demonstrate continuity and sustainability for the University's REF2020 narratives.

The formation and progress of Research Institutes and Research Centres would be overseen by the University Research Committee and Research Centre Advisory Panels reporting to the Research Committee would be established.

15.64   Discussed: The opportunity for researchers to develop a critical mass for work that sat out with current academic structures was welcomed.

It was clarified that the Research Centres would not require to be self-funded but that in the long term, progression toward financial sustainability where possible would be welcomed. As this happened the Research Excellence Grant would be deployed to other areas.

15.65   Resolved:
a)   To continue with Research Institutes but as a virtual presence to provide a strong external inter-disciplinary presentation of all our work and its reach and impact.
b)   To agree the proposals as outline in the report for establishing and dissolving Research Centres.
c)   To appoint Research Theme Leaders to drive, support and communicate cross-university research.
                                        Action: PVC &VP Research and Enterprise

Move Towards a Paperless Senate and Standing Committees

15.66   Reported: By the Clerk to Senate, that it was proposed to move towards a paperless approach to Senate and its standing committees with papers being circulated electronically only. In exceptional circumstances where Senators or committee members did not have access to appropriate devices or if there were local restrictions on printing, hard copies of papers would be provided on request.

15.67   Resolved: To support the move towards paperless Senate and standing

committees.

Appointment of Vice Chair of Senate

15.68	Approved:	The appointment of Professor James Miller, Depute Vice Chancellor as Vice Chair of Senate until 31st August 2016 **(Doc S14/82/1)**

Senate Composition and Membership Session 2015/2016

15.69	Approved:	The Senate Composition and Membership for 2015/16.
15.70	Noted:	That GCU London representation will be reported in due course.

Honorary and Visiting Appointments

15.71	Approved	The undernoted Honorary and Visiting Professor appointments awarded by the Executive Board.

Title	Post	Field of expertise
Prof James Sommerville	Emeritus Professor	Project Management & Construction Management
Dr Paolo Graziano	Honorary Professor	Europeanisation & EU public policy issues
Prof Ann Marie di Mambro	Honorary Professor	Media & Journalism
Prof Richard Lemarchand	Visiting Professor	Computer Games Design

Higher Degrees Committee

15.72	Approved:	A recommendation from the Higher Degrees Committee for the award of 16 PhDs and 5 Prof.Ds. **(Doc S15/15/1)**

Membership of University Research Committee

15.73	Approved:	The revised Composition and Membership of the University Research Committee. (**Doc 15/19/1**)

Academic Appointments

15.74	Received:	Notification of recent academic staff appointments. (**Doc S15/20/1**)

Academic Policy Committee

| 15.75 | Received: | The confirmed minutes of the Academic Policy Committee held on 19th May 2015. **(Doc APC14/92/1)** |

University Research Committee

| 15.76 | Received: | The confirmed minutes of the University Research Committee held on 26th May 2015. **(Doc APC14/48/1)** |

Research Income Report 2012-15

| 15.77 | Received: | Research Income Report 2012-15 (**Doc S15/21/1**) |

Postgraduate Research Student numbers for Session 2014/2015

| 15.78 | Received: | The final postgraduate research student numbers for 2014/15. **(Doc S15/22/1)** |

International Committee

15.79   Received   The confirmed minutes of the International Committee :-

16th September 2014	**(Doc S15/23/1)**
9th October 2014	(**Doc S15/24/1**)
18th November 2014	**(Doc IC 14/11/1)**
13th January 2015	**(Doc IC 15/3/1)**
10th February 2015	**(Doc S15/25/1)**
16th April 2015	**(Doc IC 15/12/1)**
14th June 2015	**(Doc IC 15/19/1)**

School Board/Boards of Senate Minutes

| 15.80 | Received: | The confirmed minutes from the undernoted meetings of Boards of Senate: |

School of Health and Life Science held on:
28th January 2015 **(Doc HLS/SB/14/026)**
14th May 2015 **(Doc HLS14/SB/14/034)**

GCU London Campus Board held on:
16th March 2015 **(Doc LCB14/23/1)**

University Court

15.81   Received: The highlights of the meetings held on 7th May 2015 and 25th June 2015. **(Doc S15/26/1)**

Senate Disciplinary Committee: Overview Report Session 2013/2014

15.82   Received   An overview report of cases considered by the Senate Disciplinary Committee in Session 2013/2014 **(Doc S15/28/1)**

Date of Next Meeting

15.83   Received   Notification that the next meeting of University Senate will be held on Friday 11th December at 09:30hrs.

Closing Remarks

The Principal advised Senate that summer 2016 graduation had been brought forward one week to 28th and 29th June 2016. There will be no changes to dates of Assessment Boards and the Academic Registrar will liaise with Schools to ensure appropriate help is available to support Assessment Boards in meeting earlier deadlines.