

UNIVERSITY SENATE

Minutes of the meeting held on 18th October 2019

Present: Dr T Boutaleb, Prof A Britton, Dr D Chalmers, Prof I Cameron, Dr D Chalmers, Dr S Dolan, Prof C Donaldson, Dr M Ferguson, Prof P Gillies (Chair), Ms J Hulme, Dr C Khamisha, Prof J Lennon, Dr S Lodge, Prof G Loffler, Dr D Lukic, Mr T McAlear, Dr J McCallum, Dr K McPherson, Prof M Mannion, Mrs W Mazucco Prof J Miller, Prof A Morgan, Prof A Nelson, Dr S Ogden, Dr A Pierotti, Mr B Smith, Mrs S Smith, Prof B Steves, Dr K Thomson, Dr M Tong, Prof. V Webster and Prof B Wood.

Apologies: Mr D Halliday, Mr B McConville, Dr C Miller, Ms F Campbell, Mrs C Hulsen, and Mr R Ruthven.

In Attendance: Ms J Main, Director of Student Life
Mrs S Mitchell, Chief Operating Officer
Mrs K Roden, Deputy Director of Strategy & Planning
Mrs F Stewart-Knight, Director of Institute of University to Business

Mrs D Donnet, Clerk to Senate

Observers: Ms S Freund-Pickavance (Lay Governor), Ms L Johnson (Executive Support), Mr A MacKinlay (Quality Enhancement), Mrs L McGinley (Governance) and Mr Pete Yetton (VISA)

Chairs Opening Remarks

The Chair welcomed everyone to the first meeting of Senate in the 2019/20 academic year. In particular a welcome was extended to new members who were attending their first meeting of Senate.

PART A (FOR CONSIDERATION)

Minutes

19.001 Received: The unconfirmed draft minutes of the meeting of Senate held 31st May 2019 (**Doc S18/56/1**).

19.002 Discussed: Arising at 18.158 regarding revising guidance for students submitting complaints, it was raised that in addition to the Students Association's agreement for revised wording as detailed in the minutes, that it had been agreed that staff agreement would also be sought.

19.003 Resolved: That the minutes be approved as an accurate record subject to the amendment of paragraph 18.158 as detailed above.

Matters Arising Briefing Note

19.004 Approved The Matters Arising Briefing Note (**Doc S19/01/1**).

Principal & Vice Chancellor and Executive Board Report

- 19.005 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 S19/02/1**).
- 19.006 Reported
- i. The Principal had been named 2019's Social Mobility Champion of the Year at the UK Social Mobility Awards. The award was made in light of the University's consistent success in widening access to higher education, commitment to the United Nations Sustainable Development Goals and innovative and transformational approach to enhancing social mobility at home and abroad. The University was also a signatory to the Social Mobility Pledge.
 - ii. The University was anticipating a cash flat financial settlement so the focus had to remain on moving forward with efficiencies and continuing to grow income as the University had done in the previous financial year. Pressure would be maintained from within the sector for appropriate funding for both FE and HE.
 - iii. GCNYC had recently been successful in obtaining Title IV status that would enable applicants to apply for government loans to support their studies. Due to application timescales this would not have an immediate impact on student numbers but it was expected to impact 20/21 recruitment.
- 19.007 Resolved To note the report and the oral updates.

Senate Annual Report 2018/19

- 19.008 Approved The Senate Annual Report for the academic year 2018/19 (**Doc S19/03/1**).

Academic Policy and Practice Committee Annual Report 2018/19

- 19.009 Approved The Academic Policy and Practice Committee Annual Report for the academic year 2018/19 (**Doc APPC19/02/2**).

University Research Committee Annual Report 2018/19

- 19.010 Approved A University Research Committee Annual Report for the academic year 2018/19 (**Doc REC19/02/02**).

International Committee Annual Report 2018/19

- 19.011 Approved International Committee Annual Report for the academic year 2018/19 (**Doc IC19/06/01**).

School of Health and Life Sciences School Board Annual Report 2018/19

- 19.012 Approved School of Health and Life Sciences School Board Annual Report for the academic year 2018/19 (**Doc S19/07/01**).

School of Engineering and the Built Environment School Board Annual Report 2018/19

- 19.013 Approved School of Engineering and the Built Environment School Board Annual Report for the academic year 2018/19 (**Doc S19/08/01**).

Glasgow School for Business and Society School Board Annual Report 2018/19

19.014 Approved Glasgow School for Business and Society School Board Annual Report for the academic year 2018/19 (**Doc S19/09/01**).

The National Student Survey 2019 and Overview of student Surveys and Module Evaluations 2018/19

19.015 Considered A report (**Doc S19/22/1**) that included the key outcomes from the 2019 National Student Survey (NSS), provided an overview of student surveys and module evaluations 2019-19 and highlighted key results from the Postgraduate Research GCU Experience Survey 2019.

19.016 Reported i. In 2018-19, taught students at GCU in all years of study were given the opportunity to provide feedback on their course. Final year students took part in the UK-wide National Student Survey (NSS) 2019, while non-final year undergraduate students and postgraduate taught students were given the opportunity to feedback via GCU's internal GCU Experience Surveys (GCUES) 2019. In addition, taught students were invited to participate in Trimester A, B and C module evaluations. Postgraduate research students were given the opportunity to provide feedback via a new internal survey.

ii. The NSS showed that overall satisfaction levels had remained at 81% and there had been slight improvements in the themes of Learning Opportunities and Student Voice. The University's own taught student survey showed that overall satisfaction at programme level was highest among Level 1 students at 85% and satisfaction levels had improved or remained the same across most study levels in almost all themes. Overall satisfaction levels for PGR students was 84%.

iii. NSS Action Plans were in place across Schools and it was important to capture good practices in high performing areas and cascade these appropriately.

19.017 Discussed i. Concern was raised about the reporting of survey results as it was perceived that there was a tendency to focus more on negative aspects rather than celebrate the positive. Whilst this perception was acknowledged, it was important to understand that relatively small changes in results could result in a significant change in league table positioning and a nuanced approach to presenting and understanding results was important and survey results should be used to identify areas where further development was required. Overall, surveys were considered to be an important tool in understanding the student experience.

ii. It was suggested the effectiveness of surveys should be evaluated and that this should be reflected in the Student Survey and Module Evaluation Policy on the agenda for approval.

iii. The value of open ended questions was raised, and concern was expressed that these were being inappropriately used by some students to make derogatory comments about individual members of staff. This could be demoralising to staff who did not have a right of reply. However, when completed appropriately, the qualitative data open ended questions provided was considered to be hugely valuable and informative to programme staff. The Deputy Director of Strategy and Planning reported that moderation had been piloted for the Trimester C module evaluation questionnaires, and that this would be rolled out across all internal questionnaires.

- iv. Overall it was considered that the design and analysis of questionnaires was important and guidance from qualitative researchers on this was needed. Further, the University should work with the Students' Association to ensure that students were aware of the need to adhere to survey completion guidelines. It was also highlighted that a pilot on closing the feedback loop was being undertaken and staff were encouraged to contribute to this.
- v. It was also highlighted that a pilot on closing the feedback loop was being undertaken and staff were encouraged to contribute to this.

19.018 Resolved To note the report and that a report on survey design be submitted to a future Senate.

U2B Transnational Education (TNE)

19.019 Noted i A report (**Doc S19/11/1**) that provided insight into the strategic rationale for university to business (U2B) education opportunities and activity led by the Institute for University to Business Education in partnership with the academic Schools for the period 2018-19.

- ii The paper profiled the connection between Graduate Apprenticeship success in Scotland and its relevancy to U2B TNE and provided information on current TNE programmes in delivery, due to start and under consideration. The adaptability of the Degree Apprenticeship delivery in England was outlined and examples of research and knowledge transfer were included to demonstrate further evolution in GCU's IU2B TNE thinking and associated contribution to the University's mission for the common good.

19.020 Discussed It was highlighted that some of the opportunities available to students via TNE, such as the Phelophepa Train in South Africa, were transformational. The value to staff in becoming involved in TNE activity was also raised, and the work undertaken in relation to the ALC for example had provided many training and development opportunities for colleagues across the University. The need to be swift in responding to potential opportunities was essential and it was noted that there were regular meetings between U2B staff and the Deans to support this. It was important that there were resources available to staff to encourage and support them to participate in TNE.

Annual Statement on Enhancement Led Internal Subject Review and Quality Assurance Arrangements for the Academic Session 2018-2019

19.021 Noted The Draft Annual Statement on Enhancement Led Internal Subject Review and Quality Assurance Arrangements for the Academic Session 2018/19 (**Doc S19/08**).

19.022 Reported i. The Reflective Analysis was the University's self-evaluation of its strategy, policy and practice in relation to quality assurance, enhancement and student experience and is the basis for identifying the initial focal points for the ELIR 4 Planning and Review Visits. This working draft of the Reflective Analysis report had been developed through key stakeholder engagement across the University.

- ii. As part of the ELIR cycle a major consultation exercise with staff and students took place in Spring 2019, in preparation for the review. This informed the Reflective Analysis and provided a contemporary view of what is valued at GCU from the perspective of those who study and work at the University.

- iii. The final Reflective Analysis report would be submitted to the QAA by 28th November 2019 and if any Senators had any comments these should be conveyed to the ELIR team as soon as possible.

19.023 Resolved To endorse the draft Reflective Analysis and express appreciation to all involved for their work in preparing the document.

Senate Programme of Work 2019/20

19.024 Noted The Senate Programme of Work 2019/20. **(Doc S19/20/01)**

Research Integrity Annual Statement and Report

19.025 Considered The Research Integrity Annual Statement and Report **(Doc Rec18/02/01)**.

19.026 Reported That the paper provided

- a) a summary of actions and activities that have been undertaken to support and strengthen understanding and application of research integrity issues;
- b) assurances that the processes they have in place for dealing with allegations of misconduct are transparent, robust and fair, and that they continue to be appropriate to the needs of the organisation; and
- c) a high-level statement on any formal investigations of research misconduct that have been undertaken

19.027 Discussed i. In relation to c) above, it was noted that there were different processes in place within the University to deal with research misconduct in taught students, research students and staff, and under the current requirements, research misconduct in taught students was not reportable as the Concordat did not apply to them. It was agreed to seek clarification on this.

ii. In response to a question about potential issues in undertaking research with international partners, it was clarified that UK Universities were required to undertake appropriate due diligence before entering into partnerships, and there was also a responsibility to contribute to raising standards internationally.

19.028 Resolved To note the report and further clarity about reporting research misconduct would be sought.

PART B (FOR FORMAL APPROVAL)

Research Degrees Confirmed Awards

19.029 Approved The award of the 26 PhDs and one DBA by the Higher Degrees Committee **(Doc S19/14/1)**.

University Senate Composition, Membership and Terms of Reference Session 2019/20

19.030 Received The University Senate Composition, Membership and Terms of Reference Session 2019/20 **(Doc S19/12/1)**.

19.031 Approved A recommendation from the Principal that Prof. James Miller, Deputy Vice Chancellor Strategy be appointed as Vice Chair of Senate for the period up to 1 August 2019.

19.032 Noted The updated membership for 2019/20.

Academic Policy and Practice Committee Composition, Membership and Terms of reference Session 2019/20

19.033 Approved The Academic Policy and Practice Committee Composition, Membership and Terms of reference Session 2019/20 (**Doc APPC19/01/01**).

University Research Committee Composition, Membership and Terms of reference Session 2019/20

19.034 Approved University Research Committee Composition, Membership and Terms of reference Session 2019/20 (**Doc UC19/05/01**).

Senate Disciplinary Committee Academic Policy and Practice Committee Composition and Membership Session 2019/20

19.035 Approved Senate Disciplinary Committee Academic Policy and Practice Committee Composition and Membership Session 2019/20 (**Doc S19/13/1**).

Student Survey and Module Evaluation Policy

19.036 Considered The Student Survey and Module Evaluation Policy (**Doc S19/20/1**).

19.037 Reported i. That the Policy set out the guiding principles for centrally administered student surveys at GCU. This was in relation to aspects including the administration, dissemination, promotion, reporting and responding to results from these surveys.

ii. The Policy had been developed with feedback from the Student Survey Working Group, which had representation from the School, Professional Service Departments, the Students Association and Information Compliance.

19.038 Discussed In line with Senate's discussion during consideration of the report on student surveys (see 19.017 above) it was requested that the policy include reference to an evaluation of the effectiveness of surveys.

19.039 Approved The Student Survey and Module Evaluation Policy subject to the inclusion of a section on the need to evaluate the effectiveness of surveys.

Review of Contextualised Admissions Policy

19.040 Considered A report detailing proposed changes to the approved Contextualised Admissions Policy (**Doc S19/21/1**).

19.041 Reported For 2020-21 entry onwards, the policy would be extended to include

- a) all applicants residing in Quintile 1
- b) refugees and Asylum Seekers; and
- c) those applicants residing in Quintile 2 who attend a School Connect school

All applicants covered by the policy, would be offered on the Minimum Entry Requirement for the programme.

19.042 Resolved To approve the revised Contextualised Admissions Policy

PART C (FOR INFORMATION)

Chair's Action - Senate Disciplinary Committee Membership

19.043 Received Chair's Action approving the appointment of Mr K Ovens (SCEBE), Professor S Cantillon (GSBS), Dr K Portilla (GSBS) and Professor D Harrison (SCEBE) as academic staff members of the Senate Disciplinary Committee for the period 16 September 2019 to 31st July 2022 (**Doc S19/15/1**).

Chair's Action - GCU London Additional Global MBA bracketed pathways

19.044 Received Chairs' Action approving the recommendation from the Exceptions Sub-Committee of the Academic Policy and Practice Committee to approve the provision of additional bracketed pathway outcomes to be applied to the approved Global MBA programme delivered out of GCU London (**Doc S19/16/1**).

Research Update Trimester C

19.045 Received An update on Research activities for Trimester C (**Doc UC19/13**).

Academic Appointments

19.046 Received A paper on academic appointments made since the last meeting of Senate (**Doc S19/17**).

Minutes of Academic Policy and Practice Committee

19.047 Received The confirmed minute of the meeting of the Academic Policy and Practice Committee held on 1 May 2019 (**Doc APPC18/62/01**).

Minutes of University Research Committee

19.048 Received The confirmed minute of the meeting of the University Research Committee held on 2 May 2019 (**Doc REC18/28/01**).

Minutes of International Committee

19.049 Received The confirmed minute of the meeting of the International Committee held on 20th September 2018, 10th December 2018, 31st January 2019, 28th March 2019 and 22nd May 2019. (**Docs IC18/09, IC18/17, IC18/24, IC18/35 and IC19/01**)

School Boards Minutes

19.046 Received The confirmed minutes from the undernoted School Boards:

School of Health and Life Sciences held on:
3rd April 2019 (**Doc HLS/SB/18/035**)

School of Computing, Engineering and the Built Environment held on:
10th April 2019 (**Doc SCEBE/SB/18/01/35**)
25th June 2019 (**Doc SCEBE/SB/18/01/38**)

Glasgow School for Business and Society held on:
30th January 2019 (**Doc GSBS/SB/19/04/04**)
20th March 2019 (**Doc GSBS/SB/19/05/04**)

GCU London held on:
14th November 2018 (Doc GCUL/SB/18/11)
6th March 2019 (Doc GCUL/SB/19/03)
8th May 2019 (Doc GCUL/SB19/05/001)

Honorary Appointments

19.048 Received Notification of the following honorary appointments awarded by the University Executive Board:

Title	Post	Field of expertise	School
Honorary Fellow	Dr Ruth Campbell	Dietitian, Public Health Nutrition	SHLS

Report of University Court

19.049 Received The summary reports from the meetings of the University Court held on 20 June 2019 and 20 September 2019. (Doc S19/18/1) and (Doc S19/19/1).

Schedule of Meetings for Session 2019/20

19.050 Received Notification that the schedule of remaining meetings of University Senate for Session 2019/20 will be:
Friday 6th December 2019
Friday 6th March 2020
Friday 5th June 2020

All meetings to be held at 09:30 Hrs in The Lantern.