

## UNIVERSITY SENATE

Minutes of the 103<sup>rd</sup> meeting of Senate held on 21<sup>st</sup> October 2011.

**PRESENT:** Mr M Andrews (SA), Dr L Baillie, Mr D Beeby, Dr J Biggam, Prof I Cameron, Ms J Carson, Dr A Eadie, Prof K Gartland, Ms A Gasteen, Prof P Gillies (Chair), Prof D Greenhalgh, Ms J Hulme, Prof V James, Miss C Kenny, Mrs C Khamisha, Prof A Littlejohn, Prof M Mannion, Prof E MacFarland, Ms A Nimmo, Prof C Parker, Prof S Scott, Prof J Stewart, Prof B Steves, Mr I Stewart, Prof V Webster, Prof J Wilson, Mr M Wilburton (Student representative).

**APOLOGIES:** Mrs H Brown, Mr E Clack, Mr J Gibson, Mrs J Greig, Mrs P Hamilton, Mr T Kilpatrick, Prof J Marshall, Prof A McKay, Prof C Moore, Ms A Sibbald, Prof K Stanton, Dr I Trushell, Dr R Wheate

**IN ATTENDANCE:** Mrs J Ash, Secretary to Senate

**OBSERVERS:** Mrs H Brooke (Court), Ms Deborah Donnet (PG), Mr J Irvine (BIO), Mrs L Clark (G&AQD).

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### Intimations

#### 1. Professor Mike Smith

The Principal reported, with sadness, on the death of Professor Mike Smith, PVC Strategy. He was a great loss to the University for his great inspiration, sparkling intellect and strategic thinking. The University would miss his insights as well as his laughter. The University, after consultation with his widow, would be holding a celebration in January to which all staff would be invited.

#### 2. Welcome

The Principal welcomed new members to their first meeting of Senate as members: Matte Andrews, Student President and Matt Wilburton, Student Representative. She also welcomed Hazel Brooke, Vice Chair of Court as an Observer.

### Principal & Vice Chancellor and Executive Board Report

**11.01 Considered:** A report from the Principal & Vice-Chancellor and Executives to update members on substantive items considered by the Executive Board since the last meeting of Senate. **(Doc S11/4/1 tabled)** The following points are of particular note.

#### Mergers

**11.02 Reported:** That the view of the Cabinet Secretary was that possible mergers were used as a way of encouraging collaboration and helping Scotland move forward as a nation. Mergers would primarily be driven by financial exigencies. Professor Gartland reported that there would be a public meeting on Friday 4 November 2011 to consider the possible merger of the University of Dundee and Abertay University. The only other merger that had

been put forward was with the Scottish Agricultural College and Elmwood College, Oatridge College and Barony College.

The Principal reported that it was Court and the Executive Board's view that the University should continue as an independent institution offering high quality learning and teaching supported by world class research.

#### International Activity

**11.03 Reported:** The Principal and the Executive Director of Finance and Vice Principal International had visited Rio de Janeiro for discussion with the state university of Brazil, The Federal University of Rio de Janeiro. GCU was the first UK university to sign an initial letter of intent.

The Principal and the Executive Director of Finance and Vice Principal International had also visited China to sign a Memorandum of Agreement with the East China University of Science and Technology (ECUST)

#### Restructuring

**11.04 Reported:** That restructuring was coming to its conclusion with no compulsory redundancies. The Principal reported that she would be holding her annual "State of the Nation" address at the end of October/beginning of November.

#### Minutes

**11.05 Considered:** The unconfirmed draft minutes of the meeting of Senate held on 22 March 2011. (Doc S10/53/1)

**11.06 Resolved:** That the minutes be approved as a correct record subject to the rewording of "Physiotherapy" to "Psychology" in the first line of 10.97(ii).

#### Senate Composition and Membership

**11.07 Considered:** A revised Senate Composition and Membership taking account of changes resulting from the recent restructuring and reprofiling exercise. (Doc S11/14/1)

**11.08 Discussion:** A point was raised as to whether a small group should be set up to establish the membership of Senate rather than it being revised by the Academic Registrar. It was agreed that the composition of Senate's elsewhere could usefully be considered by a small Working Group to ensure Senate remained an open debating chamber. The position of Vice Deans when they were attending as an alternate to their Executive Dean required to be clarified as they normally attended in a non-voting capacity.

**11.09 Resolved:**

1. That the revised Composition and Membership paper be not approved
2. That a small Working Group be set up to establish appropriate Composition and Membership of Senate and report to the next meeting of Senate (1 December 2011)

#### Research Excellence Framework Presentation

**11.10 Considered:** A presentation from Professor Sue Scott on the Research Excellence Framework (REF).

- 11.11 Reported:** By Professor Scott that REF 2014 was the means by which the Funding Council would assess the quality of research in UK. Assessments would be made on the basis of
- 4 outputs per fte submitted
  - Research environment
  - Impact

The submission date is 29<sup>th</sup> November 2013 and full details are available on the Research webpages.

GCU has developed its research environment via the Research Institutes and the Graduate School and work is progressing on impact case studies. On the basis of the mock REF exercise likely units of assessment are:-

Allied Health

Computer Science and Informatics

Built Environment

General Engineering (or one submission involving the three separate groupings to General Engineering)

Social Policy

History

Business Management

Further consideration will be given to other areas if evidence emerges that a strong submission could be made.

Professor Scott further reported on the GCU planning process, which involved a REF Management Group, a REF Impact Group and a REF data group. She also reported on the strategic appointments to be made to support the REF.

- 11.12 Discussion:** The Principal advised that it was very important for members to understand that the strategy was to achieve the maximum benefit to the University and to recognise the contribution of all staff, not only those who would be submitted to this REF. It was noted that staff who are not submitted in REF 2014 but who have research potential, would be supported and that GCU needed to look towards future REFs.

Members thanked Professor Scott for the clarity and openness of her presentation Professor Scott indicated that REF Roadshows would be held. The relationship between research and learning and teaching in the University was very important and more alignment could take place as part of the long term planning for the following REF. The PVC Learning and Teaching and the PVC Research would work closely together on achieving this. (**Action: SS, MM**)

The Director of the Graduate School pointed to the investment in new research and development in the Graduate School which would develop the researchers of the future. The Principal reported on the Times Higher Education Award in the Outstanding Support for Early Career Researchers Category won by the a research collaboration involving GCU and Universities Scotland.

A question was asked about the data in University repository. Professor Scott explained that there was a small backlog but an appointment had been made to support the Repository and any new research should continue to be submitted. Data would later be moved from the repository to PURE once it was up and running.

The Director of Finance and Vice Principal International said that a good outcome from REF was vital for the University to attract income beyond purely SFC.

### **11.13 Resolved:**

1. That Professor Scott be thanked for her presentation
2. That work on the relationship between Research and Learning and Teaching continue  
(Action SS, MM)
3. That Professor Scott's presentation be made available on the Research webpages.

### **Putting Learners at the Centre – Delivering our Ambitions for Post-16 Education**

**11.14 Considered:** The above consultation from the Scottish Government (Doc S11/5/1)

**11.15 Reported:** By the Principal, that the University response would be submitted to the Senate meeting on 1 December 2011. Comments should be forwarded to the Director of Policy and Planning as soon as possible. The Principal then invited Ms Carson, Vice Principal of Innovation and Planning, City of Glasgow College to comment on the effects the paper would have on the FE Sector.

Ms Carson reported that significant cuts were proposed to the FE sector which could mean a cut of 13% to the City of Glasgow College which could result in a loss of 104 jobs and 1300 student places. This would in turn impact on HE partnerships so it would be useful for the University's response to include this concern. Many of the City of Glasgow College students crossed regional boundaries with 48% from outside Glasgow. Further discussion would take place between Ms Carson and Prof Mannion as the University was committed to relationships with FE colleges as a seamless pathway.  
(Action: JC, MM)

**11.16 Discussion:** The Director of the Graduate School highlighted point 106 which referred to pooling of training. GCU was leading developments with SFC in this area

It was suggested that the regional coherence agenda put pressure on colleges and on the relationship between colleges and universities to consider subject provision. This was particularly important for those in curriculum planning and programme design. The Government was looking in particular at SCQF Level 7 (SHE Level1) to move down to be delivered in schools and colleges with more students entering university at SHE Level2. The University was already considering this with Advanced Higher and HNC/HND entry but awareness raising was necessary.

The link between education and jobs was important in the paper and more careers support was expected for students, particularly from academic staff. Additionally it was clear that funding for research would go to fewer universities and a single Knowledge Exchange Office was being set up in consultation with universities.

Point 45 relating to a statutory framework guaranteeing articulation was a matter of concern. Numerical targets were being set on the number of students that universities could take from colleges. The key would be to develop selected strategic partnerships especially with super colleges such as the City of Glasgow College.

With regard to duplication across the sector, the University was already proactive and could create reasoned arguments based on evidence as to why it was important for similar subjects to be offered in more than one institution.

### **11.17 Resolved:**

1. That the importance of the paper be stressed.

2. That comments for inclusion in the response be forwarded to the Director of Policy and Planning as soon as possible (**Action: All, KC**)

### **Enhancement-led Institutional Review (ELIR) – QAA Reports**

- 11.18 Considered:** Areas for Development as outlined in the Summary Report. (**Doc S11/6/1**)
- 11.19 Reported:** By the Principal, that the review gave the University the highest confidence rating.
- 11.20 Reported:** By the Director of Quality, that the technical and summary reports had been provided for members' consideration and both reported excellence. The final 2 pages were a summary for the general public. There were 9 commendations for good practice and 3 areas for development. Work was already underway on Feedback on Assessment and on Management information. Modifications to Annual Monitoring were being incorporated into the annual monitoring report pro forma.
- 11.21 Resolved:** That all those involved in achieving the positive outcome be thanked

### **Student Attendance Monitoring and Reporting**

- 11.22 Considered:** Student Attendance Monitoring and Reporting update. (**Doc S11/16/1**)
- 11.23 Discussion:** It was agreed that student absences of 5 days could be through self certification in the same way as for staff but beyond that a medical certificate was required.

The word Programme Organiser should be replaced by Programme Leader in the paper.

The Student President and Student representative asked for clarification on the monitoring of attendance. The current situation was to continue to monitor this manually until an electronic system had been developed. This included checking relevant ISIS data. Various systems were under consideration such as swipe cards and fingerprint recognition and the best system for the University would be selected.

- 11.24 Resolved:**
1. That the paper be approved subject to the changing of Programme Organiser to Programme Leader
  2. That the attached extract of the unconfirmed minutes of the Academic Policy Committee (11.043 paragraph 3) be clarified to ensure it accurately reflects the number of days of absence and the number of days for reporting to SAAS and UKBA (**Action: EBF, SL**)

### **Annual Reports 2010/2011: Senate and Senate Standing Committees**

- 11.25 Approved:** Annual Reports 2010/2011 from Senate and Senate Standing Committees:
- |                           |                         |
|---------------------------|-------------------------|
| Senate                    | ( <b>Doc S11/15/1</b> ) |
| Academic Policy Committee | ( <b>Doc S11/1/1</b> )  |
| Research Committee        | ( <b>Doc S11/11/1</b> ) |
| Higher Degrees Committee  | ( <b>Doc HD11/3/1</b> ) |

### **National Student Survey (NSS) 2011**

- 11.26 Considered:** The results of the above Survey at University and School level. (**APC11/8/1**)

**11.27 Reported:** By the Director of Policy and Planning, that this was the 5<sup>th</sup> year that the University had taken part in the NSS. The overall satisfaction rate for GCU for 2011 was 82%. The University was very strong in some areas but some weaknesses appeared namely Academic Feedback and Organisation and Management. Schools were preparing Action Plans for return to the Academic Policy Committee in mid November.

For 2012 the profile of the NSS needed to be raised with the aim of obtaining a 50% response rate at an earlier stage. Work would be taken and work would be undertaken with the Students Association on the use of appropriate social media. A more focussed approach to student surveys was being taken with stress placed on returns to the NSS, iSB and the postgraduate research survey.

**11.28 Discussion:** A request for a breakdown of the result from Operating Department Practice and Occupational Therapy was requested as in GCU these were separate groups. This was not possible due to the way in which the information was grouped (through JACs) and gathered by ipsos MORI.

It was suggested that one way of improving results could be consideration of the placing of assessment. The NSS was issued when students were under great stress at exam time and ways of minimising the impact of this was necessary as this affected the participation rate and mood of the students taking part.

Professor Gartland noted that the paper summed up the overall result well but did not show the vast differences between subjects. The Feedback Enhancement Working Group which he co-ordinated would consider these. It was suggested that areas where results were poor could be targeted.

**11.29 Resolved:** That the results be noted.

### **Higher Degrees Committee**

**11.30 Approved:** A Chair's Action confirming the award of 8 PhDs. (**Doc S11/2/2** – amended paper tabled)

**11.31 Approved:** Higher Degrees Committee Terms of Reference (**Doc HD11/1/1**)

### **Senate Disciplinary Committee Chair's Action**

**11.32 Approved:** A Chair's Action confirming the appointment of Mr Michael Bromby, LAW, as Vice-Chair of the Senate Disciplinary Committee for the period 16<sup>th</sup> April 2011 to 31<sup>st</sup> July 2016. (**Doc S11/3/1**)

**11.33 Resolved:** That as Mr Bromby was currently on secondment, Prof Mannion would investigate the appropriateness of his appointment as Vice-Chair and further Chair's Action could be taken as appropriate.. (**Action: MM**)

### **Enhancement Led Internal Subject Review (ELISR)**

**11.34 Approved:** The report and responses from the School of Health (Nursing, Midwifery and Community Health provision. (**Doc S11/12/1**)

### **ELISR Timetable 2011-2016**

**11.35 Considered:** The Schedule of planned Enhancement Led Internal Subject Reviews from 2011 – 2016. (**Doc S11/7/1**)

- 11.36 Resolved:** That further discussion take place with the Executive Dean of Health on the timing of the subject review of Diagnostic Imaging following a request for it to be delayed as it had been part of three different schools.

### Honorary Appointments

- 11.37 Noted:** The following honorary appointments awarded by the University Executive Board:

#### School of Engineering, Computing & Environment

- Visiting Professor Prof Yi-Fu Yang
- Emeritus Professor Prof Malcolm Allan

#### School of Health & Life Sciences

- Honorary Lecturer Ms Sukhada Samudra  
Biological & Biomedical Sciences
- Honorary Research Fellow Dr Allan MacDonald  
Biological & Biomedical Sciences
- Emeritus Professor Prof Valerie Fleming
- Honorary Professor Prof John Marshall
- Honorary Lecturer Dr Alan Tuohy

#### Glasgow School for Business & Society

- Visiting Fellow Mr Jim Duffy  
Dept of Management
- Visiting Professor Mr John Wright  
Dept of Law, Economics, Accountancy & Risk

### Academic Staff Appointments

- 11.38 Received:** Notification of recent Academic Staff Appointments. **(Doc S11/13/1)**

### University Court

- 11.39 Received:** The highlights of the meetings of University Court held on:

6<sup>th</sup> July 2011 **(Doc S11/8/1)**  
29<sup>th</sup> September 2011 **(Doc S11/9/1)**

### Research Committee

- 11.40 Received:** The confirmed minute of the meeting of the Research Committee held on 18<sup>th</sup> May 2011. **(REC10/55/1)**

### Higher Degrees Committee

- 11.41 Received:** The confirmed minutes of the meeting of the Higher Degrees Committee held on 1<sup>st</sup> July 2011. **(HD11/2/1)**

### Academic Policy Committee

- 11.42 Received:** The confirmed minutes of the meeting of the Academic Policy Committee held on 25<sup>th</sup> May 2011 with the minutes of the Learning and Teaching Sub-Committee from 4<sup>th</sup> May 2011. **(Doc S11/10/1)**

## Senate Meeting Dates Session 2011/12

**11.43 Received:** Notification that the next scheduled meeting of University Senate will be held on **Thursday 1<sup>st</sup> December 2011 at 09:30 hrs.**

## Any Other Competent Business

### Academic Promotions

**11.44 Reported:** That this was the final day for academic promotions for the session.

**11.45 Discussion:** A member noted that the extended scale which allowed a lecturer to be placed on a point between lecturer and senior lecturer as a form of encouragement seemed to have been withdrawn but staff had not been told of this.

It was pointed out that this was an anomaly which should not continue and if an academic member of staff showed potential they should be encouraged by their head of department to seek promotion.. It was further pointed out that some concerns may be resolved when the University Rewards Strategy was fully operational. There may also be some confusion between accelerated increments and additional increments but University policies should make this clear.

With regard to the Reward documentation, work on this was not yet underway but with the imminent appointment of the new Director of People and Organisational Development this should move on

It was clarified that applicants from outwith Schools should apply under the academic promotions round in the same way as those in schools and contact the relevant Executive member.

**11.45 Resolved:** That the University Secretary and PVC Governance would investigate the clarity of the published information (**Action: JEH**)