

UNIVERSITY SENATE

Minutes of the meeting held on 11th October 2013

PRESENT: Dr N Andrew, Mrs H Brown, Ms I Bruce, Professor T Buggy, Professor I Cameron, Dr V Charissis, Mr Ed Clack, Mr N Clark (SA), Mr A Corbett, Lynn Cuthbertson, Dr J Edwards Dr R Emmanuel, Dr H Gallagher, Ms Anne Gasteen, Professor P Gillies (Chair), Professor D Greenhalgh, Mrs P Hamilton, Ms J Hulme, Mr A Killick, Mr T Kilpatrick, Mr M Lamb (SA), Professor J Lennon, Mr Ben McConville, Mr V McKay, Professor S McMeekin, Ms J Main, Professor M Mannion, Professor J Marshall, Ms A Nimmo, Dr Susan Ogden, Mr Brian Pillans, Ms D Rankin, Dr R Ruthven Professor K Stanton, Professor B Steves, Mr I Stewart, Professor J Tombs, Professor J Wilson.

APOLOGIES: Dr D.Chalmers, Mr Alex Craig, Jean Greig, Dr Martin MacDonald, G Milne, Dr Ian Trushell, Professor Ruth Whittaker, Professor J Woodburn.

OBSERVERS: Christie Abraham (IAHR), T Brian (Court), Mary Daly (P&P), Sam Ellis (GCU Lead), Kenneth Fleming (PG), Lesley McNab (SHLS),Kevin Ward (SA), Calum Webster (OD) and C Wilson (G&AQE).

IN ATTENDANCE: Mrs M Henaghan, Secretary to Senate

CHAIR'S OPENING REMARKS

The Chair welcomed colleagues to the first meeting of Senate in session 2013/14 including new members Professor Lesley Sawers) Vice Principal & PVC Business Development, Enterprise and Innovation), Professor Valerie Webster (Executive Dean and PVC of the School of Health – Acting), Professor Alex de Ruyter, (Head of the Department of Law, Economics, Accounting and Risk), Lynn Cuthbertson (Senior Lecturer,SHLS), Davena Rankin (non academic staff Court representative) and Matthew Lamb (President

SA) and Neill Clark (VP Education SA) to the first Senate of their official term of office.

Minutes

- 13.01 Considered: The unconfirmed draft minutes of the meeting of Senate held on 14th June 2013 **(Doc S12/77/1)**
- 13.02 Resolved: That the minutes be confirmed as an accurate record of the meeting subject to the undernoted amendment:
13.68: Senate Disciplinary Committee – that the university considers appropriate support and transition arrangements for student from different cultures.

Matters Arising

- 13.03 Considered: Any matters arising on the minutes not otherwise provided for on the agenda.
- 13.04 Noted: Arising on **13.71:** Student Representation on Senate – that there will be further discussions between the Students' Association and the University Secretary on student representation prior to submitting a proposal to Senate.

Principal and Vice Chancellor and Executive Board Report

- 13.05 Noted: 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 S13/1/1).**

In addition to the above report the Principal reported that

- (i) GCU is a signatory to the UN's Principles for Responsible Management Education (PRME) scheme and was invited to join the PRME Champions' Group at a UN Summit in New York in September. PRME Champions is a worldwide leadership network of 26 members, chosen from a list of more than 500 business education institutions worldwide.
- (ii) The soft launch of the GCU hub in New York by Chancellor Yunus took place in September. The University received good coverage of the event with items on CNN and Bloomberg TV. An interview with the Financial Times is also scheduled for publication.
- (iii) University Court will be provided with initial thoughts on the development of the 2020 Strategy at its next meeting. There will also be wide consultation and input from all stakeholders to the final strategy document.

Portfolio Refresh

- 13.06 Considered: The Portfolio Refresh proposals from GSBS, SHLS and SEBE. **(Doc.S13/11/1)**
- 13.07 Reported: By the Principal that the Academic Policy Committee had considered and agreed proposals from all three Schools at its meeting on 18th September. The portfolio refresh is very necessary for the University and aims to deliver what students and employers want. The PVC Learning and Teaching stated that there were two initiatives at university level; the Strategy for Learning (SfL) and the Portfolio Refresh. The aim is to

ensure that the SfL is fully embedded in all new programme design developments. The PVC L&T recorded his thanks and acknowledgement of the role of Schools and Support Departments and their continued support in delivering these initiatives.

- 13.08 Discussed: Senate was invited to comment on the proposals and the following matters were raised;
- (i) The President of the Students' Association sought clarity on the arrangements for communication with students regarding changes to programmes of study
 - (ii) By the GSBS representative on Senate that the introduction of long thin module delivery in the GSBS had a potential impact on students in other Schools undertaking GSBS modules
 - (iii) The validity of prospectus information for prospective students
 - (iv) Impact on Erasmus and exchange students
 - (v) The introduction of 10 credit modules
 - (vi) The logistical issues in delivery long thin modules more than once in session and impact on timetables and workloads
 - (vii) The introduction of formal examinations at level one.

The responses to the above issues were as follows:

- (i) Communication with students about changes to programmes of study will be managed in a variety of ways including the GSBS planning 2/3 half day events with the Students' Association; SEBE has a number of actions planned at Departmental level initially and welcome working with the Students' Association and Class Representatives. As programmes roll out communication to students will be managed via the School office; SHLS indicated that discussions with students will be held before going to programme approval. Any changes will be communicated to students with the appropriate timeline for implementation. There will also be continued consultation with employers and other stakeholders.
- (ii) With respect to (ii – vii) The Vice Dean GSBS confirmed that consultation on changes involved current students, graduates, employers, College partners and the newly formed School Advisory Board. All were wholly supportive of the portfolio developments. It was also confirmed that there will be a phased implementation over 4 years on the portfolio changes, with all students completing their current programme of study. It was acknowledged that change is difficult to manage however long thin module delivery is critically important in delivering the learning and teaching strategy. The issue of reliable and valid programme information via websites and the prospectus will be adapted as and when necessary. The internationalisation of the curriculum is core to the portfolio developments and will widen horizons; there are no perceived difficulties in accommodating Erasmus and exchange students, although a small number of 10 credit modules at level 3 will be required to facilitate this. In terms of logistical matters such as timetabling and workload these have been considered and are on-going; with respect to

the work load model negotiations are currently taking place with the Trade Unions. In reviewing the UG/PG portfolio over the past 18 months the aim is to create a range of modules which will reduce staff work load and a simplification of the module catalogue. It was acknowledged that in implementing large scale change there is a short term planning push and this will be managed. With respect to the introduction of examinations at level one the GSBS could see no barrier to this; not every module would require a formal examination as the means of assessment¹.

Finally, there was acknowledgement that the University is a lead provider in articulation with FE and that it is important to consult with FE partners and how we influence policy on teaching in Colleges. Internationalisation will bring many opportunities for students including additional language provision. It was also important to ensure that the Strategy for Learning is interwoven into long thin module delivery and this is a work in progress.

- 13.09 Resolved: Senate was reassured that all operational issues relating to the portfolio refresh will be resolved. It was agreed that the proposals received from the three Schools be approved.

Dignity at Work and Study Policy

- 13.10 Considered: The Dignity at Work and Study Policy. **(Doc S13/7/1)**
- 13.11 Reported: By the Equality and Diversity Advisor that the policy before Senate updates the University's current Equality and Diversity policy. There had been wide consultation with both staff and students and the next stage in the process is approval by the Executive Board. The general principles in developing the policy are that it is compliant with Equality Act 2010, and that it outlines the University's commitment to equality and diversity and upholding dignity and respect for all. It is not a standalone policy and is embedded in the Strategy for Learning and Student Experience Framework and Equalities Outcomes Framework. It is important in setting out our commitment but will be delivered through our policies.
- 13.12 Discussed: Senate members welcomed this clear, comprehensive paper. It was noted that the web link to the Students' Association Advice Centre in Appendix 4 should be amended to <http://www.caledonianstudent.com/advice>
- 13.13 Resolved: That subject to the above amendment the Dignity at Work and Study policy be approved.

¹ Senate resolved in December 2009 as part of the wider academic year change project that as a general principal and as a transitional process to be reviewed during 2011-12, that every effort is to be made to avoid formal unseen examinations as an end point to any module being undertaken by Level 1 students during Trimester A. Since that time Senate has reviewed the academic calendar and reverted to the former academic calendar with all examinations now scheduled after the Christmas break.

GCU REF Submission

- 13.14 Considered: The GCU REF submission 2014 (**Doc. S13/12/1**)
- 13.15 Reported: By the PVC Research that the above paper represented the proposition so far. There would be a final update to the submission by the REF Management Group prior to lodging the submission on 29th November. Senate was advised that there is an Appeals procedure and this may result in some final modifications. It was also reported that the submission is stronger with good case studies that demonstrate impact. The PVC Research recorded his thanks to all colleagues including those put forward for selection, the REF management group and colleagues in Schools, administrative support and Unit of Assessment leaders.
- 13.16 Discussed: By the Principal that it was important to acknowledge those members of staff who are not being put forward for assessment and thanked them for their forbearance and understanding. It was noted that the results of the REF will be available towards the end of 2014.
- 13.17 Resolved: That Senate noted the position of the REF submission.

Scottish Funding Council Outcome Agreement

- 13.18 Considered: (i) A paper on the GCU Scottish Funding Outcome Agreement 2012-13 self evaluation report (**Doc S13/17/1**)
(ii) A paper on the GCU Scottish Funding Council Outcome Agreement 2014-15: GCU Approach (**Doc S13/18/1**)
- 13.19 Reported: By The Acting Director of Policy and Planning that with respect to:-
(i) the self evaluation report for 2012-13 is the initial draft. This covers the key areas of widening access, articulation and regional collaboration on nursing provision. There is also commentary on retention, patterns of provision, equality and diversity and research and knowledge exchange. The draft includes qualitative and quantitative progress as specified in the SFC guidance.
(ii) In terms of the 2014-15 Outcome Agreement Senate was asked to note the GCU approach to preparing the Outcome Agreement and the guiding principles which included Strategic Alignment with the GCU Strategy and key performance indicators; Communication and engagement with staff throughout the negotiations and illustrating our impact using case studies to demonstrate how we make a difference. Feedback and suggestions on case studies for inclusion is welcomed. Senate was further advised that the submission date to the SFC is end of January 2014. The SFC in moving towards 3 year outcome agreements, therefore 2014/15 will be the final one year agreement.
- 13.20 Noted: That Senate noted the self evaluation and progress to date on the 2012-2013 Outcome Agreement and the approach to preparing the 2014-15 Outcome Agreement. A further draft of the 2014-15 Outcome Agreement will be considered at the December Senate.

Annual Reports – School Boards 2012 - 13

- 13.21 Considered: The Annual School Board Reports from
Glasgow School *for* Business and Society (**Doc S13/21/1**)
School of Health and Life Sciences (**Doc S13/10/1**)
School of Engineering and the Built Environment (**Doc S13/13/1**)
- 13.22 Reported: By the Executive Dean and PVC Learning and Teaching apologies for the confusion in submitting the incorrect report to Senate.
- 13.23 Noted: Senate noted the annual School Board reports.

Annual Reports 2012-13 – Senate and its Standing Committees

- 13.24 Considered: The annual report for session 2012-13 from Senate and its Standing Committees (**Doc S13/16/1**)
- 13.25 Reported: By the Head of Governance that the report was presented in a different format this year. The aim is to include more information on external requirements and activities. Senate was invited to provide feedback and comment on the report and format. This could be provided directly to the Head of Governance via email.
- 13.26 Noted: Senate noted the annual report from Senate and its Standing Committees.

Vice Chair of Senate

- 13.27 Approved: A recommendation from the Principal that Professor Mike Mannion, PVC Research be re-appointed as Vice-chair of Senate for the period up to and including 31st August 2014. (**Doc.S13/2/1**)

Honorary and Visiting Appointments

- 13.28 Approved: The undernoted Honorary and Visiting appointments awarded by the University Executive Board.

Title	Post	Field of expertise
Dennis M Levi,	Visiting Professor	Distinguished Academic record in research in the field of Optometry
Peter Bex,	Visiting Professor	Associate Professor of Harvard Medical School
Prof David Goldberg,	Visiting Professor	Consultant in Public Health Medicine/Consultant Clinical Epidemiologist at Health Protection Scotland (HPS).
Prof Joyce Liddle,	Visiting Professor	Local and regional leadership / governance, partnerships and networks.
Eva Haller	Honorary Professor	Social Activism
Michael Stevenson	Honorary Professor	Digital Education Technology

Higher Degrees Committee

13.29 Approved: A Chair's Action on the confirmed awards from the Higher Degrees Committee of 19 PhDs; 1 MPhil. And 3 Prof Ds **(Doc S13/19/1)**

Honorary Degrees Committee

13.30 Noted: A report from the Honorary Degrees Committee on Honorary Awards approved in Session 2012-13. **(Doc.S13/3/1)**

Academic Staff Appointments

13.31 Received: Notification of recent academic staff appointments. **(Doc.S13/8/1)**

University Court

13.32 Received: The highlights of the meeting of University Court held on
(i) 20th June 2013 **(Doc S13/15/1)**
(ii) 23rd September 2013 **(Doc S13/20/1)**

Academic Policy Committee

13.33 Received: The confirmed minutes of the meeting of the Academic Policy Committee held on 22nd May 2013. **(Doc S13/9/1)**

Senate Membership and Terms of Reference – Session 2013-14

13.34 Received: The Terms of Reference and Membership of the University Senate for session 2013-14. **(Doc S 13/6/1)**

Senate Disciplinary Committee Membership - Session 2013-14

13.35 Received: The membership of the Senate Disciplinary Committee for Session 2013-14. **(Doc S13/5/1)**

Honorary Degrees Committee Membership – Session 2013-14

13.36 Received: The membership of the Honorary Degrees Committee for Session 2013-14. **(Doc S 13/6/1)**

Research Committee

13.37 Received: The confirmed minutes of the Research Committee held on 31st May 2013 **(Doc S13/01/1)**

Date of Next Meeting

13.38 Received: Notification that the next scheduled meeting of University Senate will be held on Monday 2nd December 2013 at 09.30 hours.