

## UNIVERSITY SENATE

### Minutes of the meeting held on 5<sup>th</sup> June 2015

- PRESENT:** Ms G Bartsch, Professor I Cameron, Dr V Charissis, Dr L Amrane-Cooper, Dr A Corbett, Ms L Cuthbertson, Ms A Doherty, Dr M Ferguson, Dr H Gallagher, Mr M Gallacher, Professor P Gillies (Chair) Mrs P Hamilton Dr K Kehoe, Ms B Kelly, Professor L. Kilbride, Mr T Kilpatrick Professor T Hilton, Ms J Hulme, Mr B McConville, Mr V McKay, Ms J Main, Professor M Mannion, Professor J Marshall, Dr C Miller, Mr G Milne, Dr A Nimmo, Dr S Ogden Mr B Pillans, Miss D Rankin, Mr R Ruthven, Professor A. de Ruyter, Mr M Stephenson (SA), Professor B Steves Mr I Stewart, Professor V Webster, Professor R Whittaker Professor J Woodburn.
- APOLOGIES:** Professor T Buggy, Miss P L Choo, Mr A Craig, Dr D Chalmers Dr R Emmanuel, Dr Allison Grant, Mr A Killick, Professor S McMeekin, Mr E Robert, Professor L Sawers, Professor K Stanton, Professor J Tombs .
- OBSERVERS:** Ms Janice Bruce (G), Ms J Burns (PG), Ms S Young (Court), Mrs L Clark (G), Ms W Walker-Duncan (HR), Mr A Lui (OD), Ms E Reather (PG), Mrs K Roden (Strategy & Planning), Jodie Waite (incoming SA), Neil Alexander (incoming SA) and Jen Broadurst (incoming PG student SA).
- IN ATTENDANCE:** Mrs M Henaghan, Secretary to Senate

### CHAIR'S OPENING REMARKS

The Chair welcomed colleagues to the fourth and final meeting of Senate in session 2014/15. The newly elected Vice Presidents from the Students' Association Jodie Waite, Neil Alexander and Postgraduate Student Representative Jen Broadhurst were welcomed as observers.

### Minutes

- 14.160 Considered: The unconfirmed draft minutes of the meeting of Senate held on 20<sup>th</sup> March 2015. **(Doc S14/63/1)**
- 14.161 Resolved: That the minutes be approved as an accurate record.

### Matters Arising

14.162 Reported: Arising on 14.126 EvaSys - the submission of a business case to the Executive Board to consider the purchase of the EvaSys Module Evaluation System; Senate was advised that in light of the current review of the University's IT systems and work underway on a survey strategy that it was prudent to await the outcomes of these discussion to inform the way forward on obtaining feedback from students on their university experience.

#### **Principal and Vice Chancellor and Executive Board Report**

14.163 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 S14/64/1)**. In addition to the report Senate was updated as follows:

14.164 Reported: SPARQS Awards 2015 - By the Principal that Senate notes that the University has won two SPARQS awards as follows:

- (i) GCU Engage: a model for sustainable student engagement and partnership working in higher education.
- (ii) GCU School Conference: a picture of School specific engagement across GCU

The Principal offered her congratulations to the GCU Engage Team and the Students' Association in achieving the sector awards in Scotland. The President of the Students' Association noted his thanks to Schools for support and the input from the Vice President Education.

14.165 Discussed: A Senate member asked for an update on the status of the GCU New York licence application. In response the Principal advised that very constructive meetings had been held with the Deputy Commissioner for Education and the State Education Department. The University's licence application will be under consideration over the next few months. The process involves the State Education Department making a recommendation to the Board of Regents for formal approval. The Board of Regents is comprised of an independent Chair and membership of other State Universities. GCU continues to lobby via positive public relationships and developing partnership opportunities with other Universities. Senate was also advised that the First Minister Nicola Sturgeon will be delivering the Caledonian Lecture in New York on the GCU campus. A Business Breakfast meeting has also been arranged with other Universities attending. All of these activities raise and enhance GCU's profile in New York.

14.166 Resolved: That Senate notes the update report.

#### **Revised Senate Standing Orders**

14.167 Considered: The revised Senate Standing Orders. **(Doc S14/65/1)**

14.168 Reported: By the University Secretary and VP Governance that Senate is asked to endorse the revisions to the Standing Orders prior to submission to University Court for approval. The document has been refreshed and

modernised and takes cognisance of the Scottish Code of Good HE Governance. The procedure for electing members of Senate has been formalised and standardised and brought within the scope of the Standing Orders. Senate was invited to comment on the revisions.

- 14.169 Discussed: The following items were raised:
- (i) Page 15; 7.1.11 – Staff representation on Senate contains information on the election process with respect to a single vacancy. What is the process for multiple vacancies. The concern being that different Schools may take a different approach.
  - (ii) Page 16; 7.1.13 – The specific mention of a commercial organisation in the Standing Orders for managing the voting process.

In response the University Secretary and VP Governance explained that with respect to multiple vacancies consideration had been given to the use of the Single Transferable Vote and Alternative Transferable Vote but that this was deemed too complex and not where the University wanted to go. It was agreed that the reference to the commercial organisation for managing voting would be removed from the Standing Orders and that guidance and advice would be provided by the University as required.

- 14.170 Resolved: That subject to the above revisions Senate endorsed the Standing Orders for approval by Court.

#### **Interim Open Education Resource Policy**

- 14.171 Considered: The Interim Open Education Resource Policy (OER) (**Doc S14/73/1**)
- 14.172 Reported: By the Director of Library Services that the policy provides guidance on the use, creation and publication of Open Education Resources by staff and students. The policy is required to support the development of EDShare@gcu, the University's educational resources repository. It is proposed that the policy be adopted as an interim measure whilst an overarching GCU policy on Intellectual Property, Copyright and OERs is developed. Senate is invited to approve the interim policy.
- 14.173 Resolved: That Senate approved the interim Open Education Resource policy without further comment.

#### **Strategy for Learning Refresh – 2015-2020**

- 14.174 Considered: The draft refreshed Strategy for Learning (**Doc S14/66/1**)
- 14.175 Reported: By the PVC Learning, Teaching and Student Experience that the strategy had been refreshed in light of comments from staff and to support the delivery of the GCU 2020 Strategy. The main change is the reduction in

the number of key performance indicators, many of which were already gathered via the annual monitoring process, NSS and other metrics. Senate will be annually updated in relation to achieving the 2020 strategy. The PVC wished to record her thanks to all staff and the Students' Association for their contribution to the refresh exercise led by Professor Whittaker.

14.176 Resolved: That the refreshed Strategy for Learning 2015-2020 be approved without further comment.

#### **GCU London - Governance**

14.177 Considered: A paper on future governance arrangements for GCU London as a School of GCU. **(Doc. S14/75/1)**

14.178 Reported: By the Dean of GCU London that she wished to present to Senate a proposed governance structure to support the creation of a fourth School of GCU. The structure presented aims to ensure compliance with the University's existing governance arrangements, although it was acknowledge that the proposed structure for GCUL is not an exact fit. For example, Assistant Head roles report directly to the Dean until the size/scope of GCU London fully evolves. Senate was invited to provide comments on the proposed governance arrangements.

14.179 Discussed: By a member of Senate that the language of the document did not fully reflect "accountability". It was also noted that currently only the Dean of the proposed School is a member of Senate and this should be revised in line with other School representation arrangements. Attention was also drawn to point 6.4.1 School Board guidance with a web link. This was thought to be misleading and could be construed as GCU London having a degree of autonomy in terms of composition and membership outwith the governance arrangements for existing Schools.

In response, the Dean of GCL welcomed the comments on accountability and will ensure that the revised document reflects this. It was acknowledged that the proposed GCU London School is small; as it grows staff representation on Senate will follow. In terms of the School Board guidance web link there was no intention to assume any further autonomy. The link is the generic link on the Governance website.

14.180 Resolved: That GCU London Campus is formally constituted as a fourth School of the University.

#### **Academic Year: Review of Academic Calendar**

14.181 Considered: Proposed changes to the Academic Calendar for implementation from session 2015-16. **(Doc S14/76/1)**

14.182 Reported: By the PVC Learning, Teaching and Student Experience that the Academic Calendar had been approved by Senate in session 2013-14. Following comments from staff in relation to the length of the teaching period in Trimester B (currently 1 week less than Trimester A) and the impact this has on teaching and the assessment process it is proposed to

introduce an additional teaching week into Trimester B while still adhering to the principles agreed by Senate in 2013. It was also noted that Graduation will now take place in July. It was acknowledged that teaching arrangements may already be planned but if the revision is approved staff can think about how the additional teaching week can be utilised.

- 14.183 Discussed By Senate members that the proposed revision to the teaching weeks in Trimester B was welcomed. The introduction of the additional teaching week will aid the tight deadlines around the assessment process. The Students 'Association also welcomed the additional teaching week and retention of the study week. It was also suggested that more information on deadlines could be contained in the academic calendar information such as last date for changes to modules and programmes. Any further suggestions and feedback should be provided to the Head of Registry.
- 14.184 Resolved That Senate approved the revised Academic Calendar.

#### **ASHOKA U**

- 14.185 Considered: A summary of the background to and update on related activities regarding the University's recent accreditation as a member of the Ashoka U Network. **(Doc S14/77/1)**
- 14.186 Reported: By the PVC Learning, Teaching and Student Experience that the paper provides Senate with an update on activities related to the University's recent accreditation as a member of the Ashoka U. The paper outlines how GCU will embed a culture of "social innovation" across the University; develop "changemaker" attributes in our students and staff and play an active role within the Ashoka U network. The PVC also thanked the original team of Professors Wilson, Whittaker and Teasdale in leading the bid to join the Ashoka U network.
- The Principal recorded her thanks to the team in achieving the successful accreditation of GCU into the Ashoka U network. Going forward the network will provide opportunities for staff and students; working with prestigious Universities and the potential to develop joint programmes e.g. GCU London in talks about a Masters in Fair Finance with Babson University.
- 14.187 Resolved: That Senate noted the update on Ashoka U network and activities.

#### **HESA Performance Indicators 2015**

- 14.188 Considered: An overview of the University's performance in the HESA Performance Indicators published in March 2015. **(Doc S14/68/2)**
- 14.189 Reported: By the Director of Strategic Projects that she was delighted to present the key performance indicators to Senate as the strongest performance to date. The University now leads the modern sector in Scotland in the key areas of degree completion and low drop-out rates. The University has steadily reduced drop-out rates from 26% to 8.8%; with the Scottish

Average of 10.2%. The strength of our teaching quality indicators alongside growth in the widening access indicators provides a strong evidence base for our delivery against Strategy 2015 and positioning for Strategy 2020.

The Principal stated that the KPIs were a testament to joint working across the University in partnership with the Students' Association.

14.190 Resolved: That Senate noted the HESA Performance Indicators for 2015.

#### **Key Information Sets (KIS)**

14.191 Considered: An update of the Key Information Sets content for the 2015 KIS return. **(Doc S 14/69/1)**

14.192 Reported: By the Director of Strategic Projects that the University's KIS content would be signed off at the end of July for submission to HESA with the Unistats website live in September. GCU is presenting an accurate picture for prospective students and other stakeholders. Once the Unistats site is live we will be able to compare data against the sector wide information.

14.193 Discussed: By a member of Senate that the paper provided enlightening information e.g. balance of assessment and feedback and enquired if there were any plans to communicate/celebrate the information with staff. It was agreed that the PVC Learning, Teaching and Student Experience in liaison with the Director of Strategic Projects would compile a fact sheet for circulation to all staff in due course.

14.194 Resolved: That Senate noted the Key Information Set progress report.

#### **Public Sector Equality Duty Report**

14.195 Considered: A report in compliance with the Equality Act 2010 on mainstreaming equality and delivering equality outcomes. **(Doc S14/67/1)**

14.196 Reported: By the University Secretary and VP Governance that this is the first significant reporting requirement of the Duty since it came into effect in April 2013. The report covers only the first two years of GCUs four year plan. Equality and diversity is pervasive in teaching and research and how we develop policy, procedures and systems. Colleagues are encouraged to embed equality impact assessments in all that we do. Overall we have reason to feel encouraged with progress to date however, acknowledge that there is work to be done and the use of data sets to inform future developments. Senate was invited to comment on the report.

14.197 Discussed: By a member of Senate that the report made interesting reading but some disappointment that there is a gender pay gap and a lack of racial diversity. The University needs to ensure that students are prepared for the working world.

The Principal acknowledged that the point was well made. By April 2015

the University's mean pay gap had reduced to 15.4% against a Scottish sector average of 21.5% and UK average of 19%. The University continues to work towards reducing the pay gap. Data analysis shows that distribution of gender by role where there is a large female population e.g. Domestic campus services can skew the data. The distribution of female staff in the other areas e.g. professorial appointments shows that the University is doing very well. The University is also an accredited Living Wage employer.

By the University Secretary and VP Governance that there were a miscellany of issues. The University has done a lot of work around academic promotions and is seeing the benefits of this. The University is fully committed to equal pay for equal work. Careful analysis of data e.g. age point on pay scales shows that there is nothing systemically unfair. The Principal stated a commitment to Senate to provide trend analysis of data for future discussion. Other issues discussed included:

- (i) Athena Swan work
- (ii) The Aurora Programme for women as a forum for conversations with staff around gender and equality.
- (iii) The University's links with the Royal Society of Edinburgh via the RSE Young Academy of Scotland. A Senate member is currently co-chair of this forum and staff are encouraged to engage with the work of the Young Academy of Scotland.
- (iv) The University also actively encourages men to engage in discussions on gender and equality.
- (v) The ratio of male to female selected for submission to the REF and link to promotion. It was confirmed that there is no data currently available on this but that selection is based on merit and via equality and diversity guidance.
- (vi) With reference to the race point, the University is doing relatively well. The University is also working with the STUC around mentoring.
- (vii) University plans to include other data in the reporting e.g. sexual identity.
- (viii) The need for a clearly articulated plan and close working with campus Unions to agree the mechanisms to manage conversations and discussions.
- (ix) The Students' Association are also doing a lot of work and are keen to work with the University on equality issues at all levels.

In summarising the discussion the University Secretary and VP Governance reported that the University is doing all of the above consecutively but trying to focus on major themes e.g. gender whilst not forgetting other protected characteristics. Senate was invited to approve the report.

14.198 Resolved: That Senate approved the Public Sector Equality Duty Report April 2015.

**\*Note by Secretary of an additional verbal statement - Nullification of a Module**

14.199 Reported: By the PVC Learning, Teaching and Student Experience that Senate is

advised that an Assessment Board has made the decision to nullify a module in line with the University's Assessment Regulations. This action has been taken to ensure that no student is disadvantaged in the award of credit and calculation towards an honours degree. The Assessment Board and External Examiner are in agreement that the students' performance is out of line with their overall performance on their programme of study. All other options have been fully considered however nullification is deemed to be the most appropriate course of action in this instance. Senate is advised at this stage due to timing issues and impending Graduation and the wish to ensure that students are not further disadvantaged. A full report on the nullification will be provided to the Learning and Teaching Sub Committee for transmission to Senate in due course.

### **Honorary and Visiting Appointments**

14.200 Approved:

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

| <b>Title</b>                 | <b>Post</b>        | <b>Field of expertise</b>                          | <b>School</b> |
|------------------------------|--------------------|--|---------------|
| Professor John Pugh          | Emeritus Professor | Engineering  | SEBE          |
| Professor Douglas Greenhalgh | Emeritus Professor | Research into sustainable engineering technologies | SEBE          |
| Prof Ghassan Aouad           | Visiting Professor | Construction & IT Research                         | SEBE          |
| Prof Mohammed Dulaimi        | Visiting Professor | Construction Project Management & IT               | SEBE          |
| Mr Alan Thornburrow          | Honorary Professor | UK & International Financial Markets               | GSBS          |
| Paloma Diaz Soloaga          | Visiting Professor | Cross cultural research & PhD supervision          | GSBS          |
| Mr Dan Bena                  | Honorary Professor | Sustainability                                     | GCU New York  |
| Denise Restauri              | Honorary Professor | Women's issues & media knowledge                   | GCU New York  |
| Maureen McGuire              | Honorary Professor | Bloomberg Philanthropy                             | GCU New York  |

### **Higher Degrees Committee**

14.201 Approved: Recommendation from the Higher Degrees Committee for the award of 14 PhDs and 3 Prof.D awards **(Doc S14/71/1)**

### **Changes to Higher Degrees Regulations**

14.202 Approved: (i) Changes to regulations 5.2, 5.3, 5.5 and 5.7 of the Higher Degrees Regulations **(Doc S14/72/1)**  
(ii) Amendments to regulations for the Degree of PhD by Previous

Publication (**DocS14/81/1**)

**GCU New York – Academic Year**

14.203 Approved: An academic calendar for GCU New York to comply with US Practices and Regulations. (**Doc S14/78/1**)

**GCU New York Campus Board**

14.204 Approved: The Composition and Terms of Reference of the GCU New York Campus Board (**Doc S14/79/1**)

**University Assessment Regulations**

14.205 Approved: An addition to the University Assessment Regulations to accommodate Integrated Masters Degrees (UG). (**Doc S14/82/1**)

**Refresh of Taught Postgraduate Portfolio**

14.206 Approved: Concluding reports on the refresh of the Taught Postgraduate Portfolio from:

- i Glasgow School for Business and Society (**Doc S14/83/1**)
- ii School of Engineering and Built Environment (**Doc S14/84/1**)
- iii School of Health and Life Sciences (**Doc S14/85/1**)

**Academic Policy Committee**

14.207 Received: The confirmed minutes of the Academic Policy Committee held on 18<sup>th</sup> February 2015. (**Doc APC14/75/1**)

**University Research Committee**

14.208 Received: The confirmed minutes of the Research Committee held on:  
21<sup>st</sup> January 2015 (**Doc REC14/28/1**)  
1<sup>st</sup> April 2015 (**Doc REC14/40/1**)

**Equality and Diversity Committee**

14.209 Received: The confirmed minutes of the meeting of the Equality and Diversity Committee held on 17<sup>th</sup> December 2014. (**Doc S14/74/1**)

**School Board Minutes**

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

Glasgow School for Business and Society held on:  
18<sup>th</sup> February 2015 (**Doc GSBS/SB/01/39**)

School of Engineering and the Built Environment  
18<sup>th</sup> February 2015 (**Doc EBE/SB 14/01/37**)

GCU London Campus Board  
22<sup>nd</sup> October 2014 (**Doc LCB14/8/1**)

**International Committee Quarterly Report**

14.211 Received: The quarterly report from the International Committee (**Doc S14/70/1**)

**University Court**

14.212 Received: The highlights of the meetings of University Court held on 19<sup>th</sup> March 2015. (**Doc S14/80/1**)

**Schedule of Meeting: Session 2015/16**

14.213 Received: Notification of the schedule of meetings of University Senate for Session 2015/16

**Any Other Business**

**Date of Next Meeting**

14.214 Received: Notification that the next scheduled meeting of University Senate will be held on Friday 9<sup>th</sup> October 2015.