

UNIVERSITY SENATE

Minutes of the meeting held on 12th October 2018

Present: Dr T Boutaleb, Ms J Burt, Prof I Cameron, Dr M Ferguson, Mr M Gallagher, Prof P Gillies (Chair), Ms J Hulme, Mr T Kilpatrick, Prof J Lennon, Dr S Lodge, Dr D Lukic, Mr T McAlear, Dr J McCallum, Mr B McConville, Mr D McGallagly, Mr A Middleton, Prof M Mannion, Dr C Miller, Prof J Miller, Prof A Morgan, Prof A Nelson, Dr S Ogden, Dr A Pierotti, Dr D Rankin, Miss R Simpson, Mr B Smith, Prof B Steves, Dr K Thomson and Prof. V Webster

Apologies: Prof C Donaldson, Miss M Jorgensen, Prof A Simmers, Mr A Killick and Mr S Lopez

In Attendance: Prof A Britton, Chair of Senate Disciplinary Committee
Mrs C Hulsén, Director of Strategy & Planning
Ms J Main, Director of Student Life
Mrs S Mitchell, Chief Operating Officer
Mr R Ruthven, Director of Library Services
Prof R Whittaker, Director Academic Quality and Development

Mrs D Donnet, Clerk to Senate

Observers: Mr G Bernstein (SWBE), Mr S Ibigbemi (Information Technology), Mr A Lui (People Services), Mrs L McGinley (Governance), Ms L Reather (Strategic Projects), Ms Lesley Thomson (Lay Governor) and Ms L Johnson (Executive Support)

Chairs Opening Remarks

The Chair welcomed everyone to the first meeting of Senate in the 2018/19 academic year. In particular a welcome was extended to members who were attending their first meeting of Senate and to Ms Lesley Thomson, Lay Governor who was attending as an observer.

PART A (FOR CONSIDERATION)

Minutes

18.001 Received: The unconfirmed draft minutes of the meeting of Senate held 1st June 2018 (**Doc S17/47/1**).

18.002 Resolved: That the minutes be approved as an accurate record.

Matters Arising Briefing Note

18.003 Approved The Matters Arising Briefing Note (**Doc S18/01/1**).

Principal & Vice Chancellor and Executive Board Report

- 18.004 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 S18/02/1**).
- 18.005 Reported
- i. Court had held its annual Strategy Day on 10th October to discuss the development of Strategy 2030. Staff and student members had been given an opportunity to share their thoughts on their vision for 2030. The discussion was the first in what would be a 14 month process which would involve wider engagement with staff and students about the type of university we wanted to be. From the discussions at the Strategy Day, it was clear that the University had a strong sense of purpose to deliver education, research and knowledge transfer for the common good across the whole university.
 - ii. Chancellor Dr Annie Lennox had recently launched the "[I'm a Global Feminist campaign](#)" which focused on developing educational opportunities for girls and women worldwide and all staff and students were encourage to take par
 - iii. The Principal had recently met Sir Alex Ferguson who was making a steady recovery from his recent illness, and remained committed to supporting the University.
- 18.006 Resolved To note the report and the oral updates.

Senate Composition

- 18.007 Considered A report by the University Secretary and VP Governance (**Doc S18/17/1**) detailing plans relating to the composition of Senate.
- 18.008 Reported
- i. By the University Secretary and VP Governance that the University Court had approved changes to the University's Statutory Instrument (SI) which removed the detail of the composition of the Senate from the SI to ensure that any future changes that might be needed, whether legislatively driven or otherwise, did not require amendment to the SI. Instead, the Senate would be constituted and regulated in a manner specified by the Court, from time to time, on the recommendation of the Principal and in accordance with legislative requirements. Proposals on the appropriate composition of Senate in light of the requirements of the 2016 HE Governance Act would be brought forward for consultation at Senate and with other relevant stakeholders in due course.
 - ii. Senate membership had in part been determined by the fact that there had been consistently 9 Heads of Department. Following the Schools Refresh, there were now 22 Heads of Department. While it would be competent under the current SI to appoint all 22 HoDs as ex officio members, this would significantly expand the size of Senate and, most importantly, would run counter to the spirit of the 2016 Act which required at least a bare majority of elected members. Accordingly, an interim arrangement whereby the number of Heads of Department was maintained at nine and Deans were asked to each appoint three Heads of Department was proposed. This ensured that Senate was not significantly expanded and that its composition did not run counter to the direction of travel set by the 2016 Act.
- 18.009 Resolved
- i. To note the way in which the SI was to be amended to allow the composition of Senate to be captured in Senate's Standing Orders; and
 - ii. Endorse and recommend to Court the interim proposal that each Dean be asked

to nominate three Heads of Department, with effect from the December 2018 meeting of Senate.

School Boards

- 18.010 Considered A report from by the Academic Registrar and Director of School Professional Services recommending the establishment of a review group to consider the remit and composition of School Boards in light of the School Refresh and the recommendations from the Senate Effectiveness Review (**Doc S18/18/1**).
- 18.011 Resolved To approve the remit and membership of the School Board Review Group

Senate Annual Report 2017/18

- 18.012 Approved The Senate Annual Report for the academic year 2018/18 (**Doc S18/03/1**).

Academic Policy and Practice Committee Annual Report 2017/18

- 18.013 Approved Academic Policy and Practice Committee Annual Report for the academic year 2018/18 (**Doc APPC18/02/01**).

University Research Committee Annual Report 2017/18

- 18.014 Approved A University Research Committee Annual Report for the academic year 2018/18 (**Doc REC18/03/01**).

International Committee Annual Report 2017/18

- 18.015 Approved International Committee Annual Report for the academic year 2018/18 (**Doc IC18/06/02**).

School of Health and Life Sciences School Board Annual Report 2017/18

- 18.016 Approved School of Health and Life Sciences School Board Annual Report for the academic year 2018/18 (**Doc S18/04/01**).

School of Engineering and the Built Environment School Board Annual Report 2017/18

- 18.017 Approved School of Engineering and the Built Environment School Board Annual Report for the academic year 2018/18 (**Doc S18/05/01**).

Glasgow School for Business and Society School Board Annual Report 2017/18

- 18.018 Approved Glasgow School for Business and Society School Board Annual Report for the academic year 2018/18 (**Doc S18/06/01**).

GCU London School Board School Board Annual Report 2017/18

- 18.019 Approved GCU London School Board Annual Report for the academic year 2018/18 (**Doc S18/06/01**).

National Student Survey 2018 Results

| | | |
|--------|------------|---|
| 18.020 | Considered | An overview of National Student Survey 2018 Results (Doc S18/13). |
| 18.021 | Reported | <p>i. By the Director of Strategy and Planning, in the National Student Survey 2018, GCU's overall satisfaction remained at 81% and positive improvements were seen across a number of sections, in particular, Assessment & feedback (+5%), Student voice (+4%), Organisation & management (+3%) and Academic support(+3%). The academic School weighted averages for overall satisfaction, compared to last year, were GSBS 86% (+5%), SEBE 74% (-5%), and SHLS 83% (no change). The Dean of SCEBE expressed disappointment with the School's results and reassured Senate that work had already begin to address key areas and that this was a Senior Management Group focus. There was significant engagement with student, staff and partners and he was hopeful for making positive progress in 2018/19.</p> <p>Work would continue with students and staff across the university to maintain high standards and address areas where further improvement was required. Closing the feedback loop would be discussed at the Student Summit scheduled for 12th November.</p> <p>ii In 2017/18, taught students at GCU in all years of study were given the opportunity to provide feedback on their course and non-final year undergraduate students and postgraduate taught students were given the opportunity to feedback via GCU's internal GCU Experience Surveys (GCUES) 2018. In addition, students were invited to participate in Trimester A, B and C module evaluations.</p> <ul style="list-style-type: none">• Students in general reported higher levels of satisfaction at course level in most themes with the exceptions of Assessment and feedback and Organisation and management which were higher at module level.• Overall satisfaction was highest among Level 1 and final year students (both 81%) at course level (in the student surveys). However, Level 1 also saw a significant drop in overall satisfaction (-8%), along with PGT students (-6%), and Level 3 students (-5%).• In the module evaluations, overall satisfaction was highest among PGT students (74%), followed by Level 1 and Honours level students (both 72%).• At course level, satisfaction among non-final year undergraduate students had dropped for most themes, most notably at Level 1 for overall satisfaction (-8%), satisfaction with teaching (-9%), assessment and feedback (-14%), and organisation and management (-11%). Final year student satisfaction, on the other hand, had either improved or remained the same across all themes.• With regard to student voice, while 85% of final year students agree that they had opportunities to provide feedback, low proportions of students at all levels felt that their feedback is acted on. This could potentially be improved with efforts aimed at closing the feedback loop in 2018-19. |
| 18.022 | Resolved | To note the update |

Annual Statement on Enhancement Led Internal Subject Review and Quality Assurance Arrangements for the Academic Session 2017- 2018

18.023 Noted The Annual Statement on Enhancement Led Internal Subject Review and Quality Assurance Arrangements for the Academic Session 2017- 2018. **(Doc S18/08)**

18.024 Reported i. By that the Annual Statement was part of the University's reporting arrangements to the Scottish Funding Council (SFC) in addition to the Outcome Agreement and statutory financial and data returns. Information and guidance on the University's quality enhancement and assurance procedures was provided in the current Quality Enhancement and Assurance Handbook. The processes and procedures outlined within the handbook applied to all GCU awards regardless of mode or location of delivery, and included any award delivered with or on behalf of GCU.

ii. It was intended to submit a refreshed ELISR in light of the School Refresh.

18.025 Resolved To note the update.

Academic Quality Policy and Practice (2018 V.1) handbook

18.026 Considered The new Academic Quality Policy and Practice Handbook (2018 V.1). **(Doc S18/09)**

18.027 Resolved To endorse the new Academic Quality Policy and Practice 2018 V1.1 document.

Beyond Lecture Capture

18.028 Considered Senate discussed a report that gave a brief overview of the benefits, challenges, opportunities and practicalities of developing an institutional lecture capture system as part of a wider notion of 'learning' capture which built on the University's existing infrastructure and on-going development of more active forms of learning and teaching **(Doc S18/10)**.

18.029 Reported By the Director of Academic Quality and Development, Learning capture was used extensively in the sector as a means of supporting lectures. Technology existed within the University to support this, and Collaborate Ultra could be used to record key elements of lecturing activity which could be stored and curated. It also gave students an opportunity to co-create learning and its development would be a major pedagogical innovation for the University.

18.030 Discussed i. Senate was informed that were already some examples within SCEBE where this was being successfully delivered and the experience of this could be shared.

ii. Consultation, training and support for staff would be essential to ensure they were confident and comfortable engaging with the concept and technology.

iii. Student members welcomed the further development of supportive and engaging online education.

18.031 Resolved i. To support a University wide consultation with students, staff and trade unions that would consider a range of aspects and sector data including the technology, pedagogy, infrastructure & estate requirements, staff and student development needs; and

ii. To endorse the further exploration of a range of possible solutions and costs

including the use of Collaborate Ultra and edShare under current agreements.

Teaching Excellence Framework Update

- 18.032 Considered An overview of the Teaching Excellence Framework (TEF) (**Doc S18/14**).
- 18.033 Reported
- i. By the Director of Strategy and Planning that the majority of Scottish institutions, including GCU, had opted not to participate in the TEF Year Two and had agreed to maintain a watching brief on the TEF reserving the right to join TEF at a future point. The Scottish sector maintained its view that TEF was at odds with the QAA's Enhancement Led Institutional Review (ELIR) which gave full and measured consideration to key areas of learning and teaching through an enhancement-led approach. Concerns had also been raised about the potentially negative impact on the Scottish sector in the calculation of key metrics.
 - ii. Despite the concerns raised by the sector, five institutions in Scotland opted to participate in TEF Year Two. The Universities of Dundee, Robert Gordon and St Andrews were awarded Gold and Abertay and Heriot-Watt were awarded Silver. No Scottish institutions participated in TEF Year Three. If GCU had participated in Year Two or Year Three the initial hypothesis based on the core metric flags would have resulted in a Bronze outcome.
- 18.034 Resolved That the University would maintain a watching brief and would continue to engage in sector discussions about TEF through Universities Scotland, the Scottish Government and the Scottish Funding Council.

Annual Statement on Research Integrity

- 18.035 Noted The annual report on research integrity (**Doc UC17/99**).

Schools Refresh Update

- 18.036 Noted A verbal update on the School Refresh from the DVC Academic. Senate was reminded that the revised departmental structures had been endorsed by Court in June. Both GSBS and SCEBE had appointed their new Heads of Department, and in SHLS where interviews had been delayed slightly to allow the new Dean to participate, it was intended that appointments would be announced the following week. Work was now ongoing on implementing School governance arrangements and Senate would be kept updated on progress.

PART B (FOR FORMAL APPROVAL)

Appointment of Vice Chair of Senate

- 18.037 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.

Consideration of Revised Mitigating Circumstances Policy

- 18.038 Considered Major revisions to the Mitigating Circumstances Policy and changes to practice as approved by APPC 12th September 2018 (**Doc S18/11/1**)
- 18.039 Reported
- i. By the Director of Academic Quality and Development, that a short life working

group had been established to review the Mitigating Circumstances Policy and following consultation with staff and students a revised policy and been considered an agreed by APPC at its meeting in September 2018

- ii. In addition to revised guidelines, key changes to the policy included:
- The role of Personal Tutor to be central to the Mitigating Circumstances process; for corroboration, post-board support and attendance at the University Mitigating Circumstances Board.
 - The introduction of a new University Mitigating Circumstances Board, to be piloted in 2018/19, to consider the small number of applications that indicate very challenging circumstances, or highlight a pattern of events and behaviours related to complex mental, emotional, social or physical health challenges, and/or severe and complicated life circumstances, that would be beyond the scope of a School Mits Board.
 - Linkages with Fitness to Study Policy and a joined up approach between Mitigating Circumstances Board/s and Student Wellbeing Team

18.040 Approved The revised Mitigating Circumstances Policy,

Research Degrees Committee

18.041 Considered The award of the following degrees from the Higher Degrees Committee **(Doc S18/12/1)**.

35 PhDs
1 PhD by previous publication
4 Prof.Ds

Honorary Appointments

18.042 Approved The following honorary appointments awarded by the University Executive Board:

| Title | Post | Field of expertise | School |
|--------------------|------------------|--------------------------|--------|
| Emeritus Professor | Stuart Baird | Podiatry | SHLS |
| Emeritus Professor | Ewan Gillon | Psychology | SHLS |
| Honorary Fellow | James Boyle | Life Sciences (Diabetes) | SHLS |
| Honorary Professor | Sally Magnusson | Journalism | GSBS |
| Honorary Professor | Darinka Asenova | Risk Management | GSBS |
| Honorary Professor | Diana Nieto | Fashion | BSOF |
| Honorary Professor | Sir Eric Peacock | Fashion | BSOF |

Chair's Action - Senate Disciplinary Committee Membership

18.042 Approved Chairs' Action approving the appointment of Mrs G Kellock-Hay as GSBS academic staff member to the Senate Disciplinary Committee for the period 1 September 2018 to 31 August 2021.

PART C (FOR INFORMATION)

Academic Appointments

18.043 Received A paper on academic appointments made since the last meeting of Senate.
(Doc S18/15)

Minutes of Academic Policy and Practice Committee

18.044 Received The confirmed minute of the meeting of the Academic Policy and Practice Committee held on 1 May 2018. **(Doc APPC17/56)**

Minutes of University Research Committee

17.045 Received The confirmed minute of the meeting of the University Research Committee held on 2 May 2018. **(Doc REC18/01/01)**

Minutes of International Committee

17.046 Received The confirmed minute of the meeting of the International Committee held on 8 June 2018. **(Doc IC18/01/01)**

Minutes of University Court

17.047 Received The Bulletins from the meetings of the University Court held on 21 June 2018 and 27 September 2018. **(Doc S18/16)**

Date of Next meeting

Notification that the next scheduled meeting of University Senate will be held on Wednesday 12 December 2018 at 09:30 Hrs in The Lantern.