
Meeting: SENATE
Date and Time: Wednesday 21 November 2018 at 2.15 pm
Venue: Council Chamber

Present: Professor B Morley (Acting Vice-Chancellor, Chair)

Prof J Knight (Pro-Vice-Chancellor (Research))	Prof S Wonnacott (Elected by Professoriate)
Prof P Lambert (Pro-Vice-Chancellor (Learning & Teaching))	Prof A Zalewska (Elected by Professoriate)
Prof N Brook (Dean, Faculty of Science)	Dr S Alegre (Elected by Academic Assembly)
Prof D Galbreath (Dean, Humanities & Social Sciences)	Dr M Carley (Elected by Academic Assembly)
Prof G Hawley (Dean, Engineering & Design)	Prof J Davenport (Elected by Academic Assembly)
Prof V Hope Hailey (Vice-President & Dean & Head of School of Management)	Dr M Garcia (Elected by Academic Assembly)
Ms K Robinson (University Librarian)	Dr S Gheduzzi (Elected by Academic Assembly)
Prof B Rayton (Chair of CAPAC)	Dr M Harney (Elected by Academic Assembly)
Prof D Bird (Elected by Professoriate)	Dr F Laughton (Elected by Academic Assembly)
Prof H Logemann (Elected by Professoriate)	Dr L Milligan (Elected by Academic Assembly)
Prof G McCusker (Elected by Professoriate)	Dr E Murphy (Elected by Academic Assembly)
Prof C Mitchell (Elected by Professoriate)	Dr A Salo (Elected by Academic Assembly)
Prof G Price (Elected by Professoriate)	Dr J Troyer (Elected by Academic Assembly)
Prof G Sankaran (Elected by Professoriate)	Ms E Alcock (Students' Union President)
Prof S White (Elected by Professoriate)	Mr J Kitchen (Students' Union Education Officer)
	Ms J Zhou (Students' Union Postgraduate Officer)
	Ms Z Markovska (Students' Union Student Rep)

Observers:

Prof A Heath - Academic Director, Centre for Learning & Teaching
Ms C Slack - Students' Union Representation & Engagement Manager

In Attendance:

Dr J Harris - Director of Academic Registry
Ms A Pater - Head of Secretariat

Apologies: Apologies for absence were received from Prof J Barnett, Prof S Bending, Prof J Bradshaw, Dr A Dinerstein, Dr S Gamsu, Prof D Stanton Fraser and Dr J White

ACTION

14524 SENATE MEMBERSHIP

Senate NOTED the election of Zornitsa (Zuza) Markovska as the Senate Student Representative until June 2019.

14525 MINUTES OF THE PREVIOUS MEETING

Senate APPROVED the minutes of the meeting held on 17 October 2018 as a correct record of the proceedings and they were signed by the Chair (paper S18/19-043).

14526 MATTERS ARISING

Minute 14495 – it was noted that monthly reports were now provided from Executive Board.

14527 REPORT OF THE ACTING VICE-CHANCELLOR

The Acting Vice-Chancellor presented his report on key issues facing the University (paper S18/19-044). There were no questions.

Senate NOTED the report.

14528 EDUCATION STRATEGY – CURRICULUM TRANSFORMATION

Prof Peter Lambert introduced Dr Marianne Ellis who attended for this item to explain her experience of Curriculum Transformation in Chemical Engineering. She reported that her experience of developing the vanguard programme had been very positive and had allowed the department to change the curriculum to make it scalable to cope with the increase in student numbers. They had also made the course more engaging and motivating. Phase 1 had included stakeholder engagement with students, staff and industry, resulting in inclusion of more problem-solving and skills development, and less assessment. Phase 2 included development of the learning outcomes. Phase 3 was now ongoing; delivery of the new programme would be in 2019.

- 1) Prof Lambert then introduced the report on the Modular Framework for Curriculum Transformation (paper S18/19-045A). He acknowledged that there had been frustrations earlier in the process and the issues of the HESA return had had to be addressed. The expectation was that the University could now move forward with the new modular and more flexible approach; it was recognised Chemical Engineering had been a fairly self-contained course. There was a discussion about issues including:
 - the postponement of the Health vanguard courses;
 - what would be shown on transcripts in future;
 - the requirements of professional bodies;
 - the need for market analysis and consultation with prospective students;
 - departments' wishes to have more devolved responsibility for their courses;
 - the issue of timetabling and other resources.

Senate NOTED the report.

- 2) The Director of Academic Registry introduced the Outline Academic Framework for Curriculum Transformation and proposed timetable (paper S18/19-045B). He explained the move to CATS (retaining a reference to ECTSs), a norm of 20 (or 10 or 30) credit units, a 50% pass mark for masters units, and the work of the Working Group chaired by Andrew Heath. There was a discussion about condonement no longer being needed in practice and that one assessment could act for more than one unit. It was noted that the indicative year weightings in Table 2 were not the current ones, not the

norm. The issue of the potential effect on staff workload models if assessment decreased was also raised; this would be discussed further.

Deans

Senate APPROVED (with an objection from Dr Salo):

- the outline for a new modular academic framework to accommodate and enable curriculum transformation;
- the timeline for work towards full formal proposals.

DoAR

- 3) The Director of Academic Registry introduced his report on NFAAR-CPD Variant for Online PGT Course Delivery. There was a query about having masters courses without a major research/ project component; this would need further discussion and Regulation 16 needed amending. The currently proposed courses were not affected.

HoS

Senate AGREED:

- the provisions set out in the report to establish the core criteria for PGT progression and awards in online study, excluding para 14 (so not currently permitting courses without a major research/ project component);
- to delegate the power to complete the preparation and publication of the completed document, and consequential revisions to *Individual Mitigating Circumstances & Assessment*, to the Director of Academic Registry and the Pro-Vice-Chancellor (Learning & Teaching).

DoAR

DoAR

14529 ANNUAL QUALITY REPORT

Professor Lambert introduced paper S18/19-046. An annual quality report was still being produced as it provided evidence to Council of indicators of quality and standards, and improvements being made, which was required for their Assurance Return to the Office for Students. He thanked Georgina Eggleston in particular for all her work on this report. Senate also thanked the staff in Placement teams for their excellent work.

There was a discussion on widening participation, Clearing, and the percentage of firsts and 2.1 degrees.

HoS

Senate RECOMMENDED this report to Council.

14530 LIBRARY ANNUAL REPORT

The University Librarian presented her Annual Report (paper S18/19-048) and drew Senate's attention to the summary on page 1. She emphasised how the new study spaces on level 1 had been welcomed by students. The Su Education Officer emphasised how the Library was a current Top Ten issue.

Senate NOTED the report.

14531 REPORT OF THE UNIVERSITY INDEPENDENT ADVISOR FOR POSTGRADUATE RESEARCH STUDENTS

Prof Marcelle McManus attended to introduce paper S18/19 – 049, the report of the Independent Advisor for Postgraduate Research Students for 2017/18. She explained she had been the Deputy last year but was now the main Advisor, and there would be two deputies. She highlighted some of the key issues raised, such as the increase in cases, particularly by women. There was a detailed discussion about difficulties with supervisors, and allegations of bullying/sexual harassment, though the actual numbers were small. She reported that a group was being set up involving herself and the Doctoral College to address these issues. The Dean of Science reported that a process was being launched to address issues in Science Departments. The SU President emphasised that it was a larger cultural issue and the need for the #NeverOK message to be spread to more academics. There was a question about the role of Equality & Diversity Committee in addressing the issues and the need to raise the issue with Council.

UniSec

Senate recorded its thanks to Prof Threadgill who had been the Advisor in 2017/18.

Senate NOTED the report and that an action plan would be developed to address the issues raised.

PVC(I&D)

14532 APPROVAL OF NEW ACADEMIC COURSES

The Chair of the Courses and Partnerships Approval Committee (CAPAC) presented paper S18/19-050. He explained the online courses would not contain the word 'online' in their titles. There was a question about the target intake for these courses and the demands on Library staff were noted.

**PVC
(L&T)**

Senate CONSIDERED the recommendations of CAPAC and gave full and final approval to the following academic programmes / partnerships:

- MSc Applied Economics (Banking and Financial Markets) from April 2019.
- MSc Computer Science from April 2019.
- MSc Entrepreneurship Management and Innovation from April 2019.
- MSc Applied Forensic Psychology with Counselling from 2019/20.
- MSa Environmental Engineering from 2019/20.
- MA English as a Medium of Instruction from 2019/20.
- New partnership with Sciences Po Grenoble with MA Contemporary European Studies from 2019/20.

14533 DIRECTORS OF STUDIES AND DIRECTORS OF TEACHING

Professor Lambert introduced paper S18/19 – 051 which proposed changes to role profiles of the Director of Teaching (DoT) and the Director of Studies (DoS) to give better clarity and consistency. It was noted these would not affect staff who had substantive roles with these titles.

Senate APPROVED for 2019/10:

- 1) the proposed revised role profiles of the Director of Teaching (DoT) and the Director of Studies (DoS);
- 2) that the change to the Ordinance 4 be recommended to Council;

**PVC
(L&T)**

HoS

- 3) in principle, changes to the membership of FLTQCs and DLTQCs, and Regulations to align with the role profiles of the Director of Teaching and the Director of Studies. Specific changes to committee memberships and terms of reference, and the Regulations, would be submitted for approval to a subsequent meeting Senate;
- 4) that ULTQC approve amendments to the QA CoP to align with the role profiles of the DoT and the DoS.

14534 ACADEMIC YEARS 2019/20 AND 2020/21

The Director of Academic Registry introduced paper S18/19 – 052.

Senate AGREED

- 1) the disposition of revision and assessment days within the academic year 2019/20 as set out in Appendix 1.
- 2) the pattern of the academic year 2020/21, with the exception of supplementary revision and assessment days to be determined later, as set out in Appendix 2.

14535 AWARDS

Prof Knight introduced paper S18/19 – 053A and Prof Lambert introduced paper S18/19 – 053B. It was noted that there should be consideration of the different values and types of awards.

HoS

Senate APPROVED:

- 1) the revision proposed to the Vice-Chancellor's Awards for Public Engagement with Research for 2019 onwards;
- 2) the terms and criteria for the proposed new Teaching Award for Director of Studies;
- 3) the proposed changes to amounts awarded for existing University Teaching Awards.

14536 CONFERMENT OF TITLES

Senate CONSIDERED paper S18/19-054 and APPROVED:

- 1) conferment of title of Honorary Professor on Prof Gareth Price for three years with effect from 1 February 2019;
- 2) conferment of title of Professor Emeritus on Prof Raj Aggarwal with effect from 1 February 2019;
- 3) conferment of title of Professor Emeritus on Prof Stanislaw Kolaczowski with effect from 1 February 2019;
- 4) conferment of title of Honorary Senior Lecturer on Dr John Saunders with immediate effect;
- 5) conferment of title of Honorary Reader on Dr Aki Salo with effect from 1 February 2019 (Dr Salo left the meeting for this item.)

- 14537** **CHANGES TO THE ARRANGEMENTS FOR PROMOTION TO PROFESSOR**
- The Acting Vice-Chancellor presented the proposed changes to the arrangements for promotion to Professor contained in paper S18/19 – 055. Deborah Griffin attended for this item. Senate welcomed the proposals. There was a question about how professorial pay was set.
- Senate APPROVED the implementation of the suggested proposals identified in section 3 whereby the arrangements for promotion to professor would be incorporated within the remit of Academic Staff Committee. **DoHR
HoS**
- The Acting Vice-Chancellor agreed to discuss at Academic Staff Committee the process for calling for references. **AVC**
- 14538** **STUDENT DISCIPLINE CASE**
- Prof Lambert introduced paper S18/19-056 and explained the background to the case.
- Senate APPROVED the expulsion of the student. It was noted that a Certificate in HE would be awarded, but would not specify the discipline studied. **DoAR**
- 14539** **EXTENSION OF MAXIMUM PERIOD FOR COMPLETION OF STUDY**
- The Dean of Science introduced paper S18/19 – 057.
- Senate AGREED to grant the student a one-year only extension to enable completion of their degree programme. The Department would counsel the student to ensure that they consider carefully the merits of resuming their studies, particularly in light of any ongoing Individual Mitigating Circumstances. **DoAR**
- 14540** **EFFECTIVENESS REVIEW OF SENATE**
- Senate considered paper S18/19 – 058 regarding the arrangements for its next effectiveness review.
- Senate AGREED that the review should have an internal membership with an external chair, and agreed the indicative timetable. **HoS**
- 14541** **SCHOOL LEARNING, TEACHING AND QUALITY COMMITTEE**
- Prof Lambert introduced paper S18/19 – 059.
- Senate APPROVED the proposed changes to the composition of the School of Management Learning, Teaching and Quality Committee. **HoS**
- 14542** **APPOINTMENTS OF ACADEMIC STAFF AND PERSONAL CHAIRS**
- Senate NOTED paper S18/19-060 regarding academic staff appointments, promotions and resignations.

14543 ANNUAL REPORT FROM RESEARCH INSTITUTE – IMI

Senate NOTED paper S18/19 – 061.

14544 EQUALITY AND DIVERSITY

Senate noted paper S18/19 – 047 containing the annual Report of the Equality and Diversity Committee.

14545 STUDENT WITHDRAWALS AND TERMINATIONS

Senate noted the report of the suspension or termination of student registrations contained in paper S18/19 – 062.

14546 STUDENT SUSPENSIONS

Senate noted the report of student suspensions contained in Paper S18/19 – 063.

14547 URGENT BUSINESS

Senate noted the Urgent Business report in paper S18/19 – 064.

14548 COUNCIL

Senate RECEIVED minutes of Council held on 25 October 2018.

14549 MINUTES OF BOARDS OF STUDIES

Senate RECEIVED the minutes of the following meetings of Boards of Studies:

Faculty of Engineering & Design on 19 September and 10 October 2018
Faculty of Humanities & Social Sciences on 10 October 2018
Faculty of Science on 10 October 2018
School of Management on 19 September and 10 October 2018
Board of Studies (Doctoral) on 5 September, 3 October and 31 October 2018m

14550 EXECUTIVE BOARD

Senate RECEIVED a summary report from the Executive Boards held in September 2018.

14551 MINUTES OF SENATE AND JOINT SENATE/COUNCIL COMMITTEES

Senate RECEIVED minutes of the following meetings of Senate and Joint Senate/Council Committees:

Academic Staff Committee	27/28 September 2018
Courses & Partnerships Approval Committee	2 October 2018
Ethics Committee	9 October 2018
Learning, Teaching & Quality Committee	25 September 2018
Research Committee	2 October 2018

14552 CALENDAR OF MEETINGS 2018/19

Senate NOTED the meetings of Senate for the next academic year would be held at 2.15pm in the Council Chamber as follows:

6 February 2019

10 April 2019

5 June 2019

14553 ANY OTHER BUSINESS

The Chair thanked Ana Dinerstein, Sol Gamsu and Ellen Murphy whose last meeting this was. He also thanked in particular Gareth Price and Aki Salo for their many years' service to Senate and the University.

The meeting concluded at 5.00pm
