
Meeting: SENATE
Date and Time: Wednesday 6 February 2019 at 2.15 pm
Venue: Council Chamber

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

Prof J Bradshaw (Pro-Vice-Chancellor (International & Doctoral))
Prof J Knight (Pro-Vice-Chancellor (Research))
Prof P Lambert (Pro-Vice-Chancellor (Learning & Teaching))
Prof N Brook (Dean, Faculty of Science)
Prof D Galbreath (Dean, Humanities & Social Sciences)
Prof G Hawley (Dean, Engineering & Design)
Dr J White (Chair of Academic Assembly)
Ms K Robinson (University Librarian)
Prof B Rayton (Chair of CPAC)
Prof S Bending (Elected by Professoriate)
Prof D Bird (Elected by Professoriate)
Prof H Logemann (Elected by Professoriate)
Prof C Mitchell (Elected by Professoriate)
Prof G Sankaran (Elected by Professoriate)

Prof D Stanton Fraser (Elected by Professoriate)
* Prof S White (Elected by Professoriate)
* Prof A Zalewska (Elected by Professoriate)
Dr S Alegre (Elected by Academic Assembly)
Prof J Davenport (Elected by Academic Assembly)
Dr M Garcia (Elected by Academic Assembly)
Dr S Gheduzzi (Elected by Academic Assembly)
Dr M Harney (Elected by Academic Assembly)
Dr F Laughton (Elected by Academic Assembly)
Dr L Milligan (Elected by Academic Assembly)
Dr J Troyer (Elected by Academic Assembly)
Ms E Alcock (Students' Union President)
Mr J Kitchen (Students' Union Education Officer)
Ms J Zhou (Students' Union Postgraduate Officer)
Ms Z Markovska (Students' Union Student Rep)

* Professors White and Zalewska were present for the business recorded in Minutes 14554 to 14563

Observers:

Prof A Heath - Academic Director, Centre for Learning & Teaching

In Attendance:

Mr R Brooks - Director of HR (for item 14563)
Mrs G Eggleston - Assistant Director, Academic Registry (for item 14558)
Dr J Harris - Director of Academic Registry
Ms C Henderson - Administrative Officer
Mr D Howells - Head of Undergraduate Admissions (for items 14559 and 14560)
Mr M Nicholson - Director of Undergraduate Admissions and Outreach (for items 14559 and 14560)
Dr C Pink - Senior Data Librarian (for item 14562)
Ms R Sheer - Assistant Director, Academic Registry (for item 14557)
Mr E Webster - Deputy Director of Workforce Development (for item 14563)

Apologies: Apologies for absence were received from Prof J Barnett, Dr M Carley, Prof V Hope Hailey; Prof G McCusker, Ms C Slack and Prof S Wonnacott

ACTION

14554 MINUTES OF THE PREVIOUS MEETING

Senate APPROVED the minutes of the meeting held on 21 November 2018 as a correct record of the proceedings and they were signed by the Chair (paper

S18/19-077).

14555 MATTERS ARISING

1) Minute 14531 – Report of the Independent Advisor for Postgraduate Research Students for 2017/18

Professor Bradshaw reported that Professor McManus had two deputies, Dr Alison Nightingale and Dr James Gregory. Given their status as independent advisors, appropriate safeguards were being taken with regard to issues of confidentiality in the Doctoral College.

2) Minute 14544 – Equality, Diversity and Inclusion

It was reported that the new Statement of Equality Objectives was being developed and would be put to Council on 21 February 2019.

14556 REPORT OF THE ACTING VICE-CHANCELLOR

Senate NOTED the Acting Vice-Chancellor's report on key issues facing the University (paper S18/19-078).

14557 CURRICULUM TRANSFORMATION – ACADEMIC FRAMEWORK

The Pro-Vice-Chancellor (Learning & Teaching), the Director of Academic Registry and the Assistant Director (Ms Rachel Steer, in attendance, for this item) presented paper S18/19-079.

Professor Lambert noted that this was a forward-looking proposal that offered a new academic framework fit for the future. The proposed academic framework addressed course design, assessment, and unit structures in the context of the principles and objectives set out in the paper. The University was in the vanguard of institutions reviewing their curriculum offering. In the course of discussion, the following points were made:

- Units: It was agreed that paragraph 37 of the paper described a matter more concerned with the management of resources and should be removed. Some concerns were expressed over the provision that students should pass all units to gain all of the credits associated with their degree course (paragraph 30). Members of Senate were informed that this was an important element of the proposed academic framework that worked in balance with other provisions. This was agreed in principle and an approach that brought together a range of study options within a larger unit (an "umbrella" arrangement) with an aggregated pass mark was favoured. The complexities of combining options from different Faculties was noted. Some members of Senate considered that it was important to provide as great a choice of study topics as possible for students where

the degree type and market leads made this desirable. It was recognised that physical capacity and timetabling constraints would continue to influence the extent of choice.

- Credit: It was noted that Table 1 was an exemplar and not a definitive list of courses with associated credits and notional study hours. With regard to the design criteria and regulatory provisions for courses, the consideration and granting of exemptions for proposals or activity outside the normal approaches by appropriate committees was welcomed.
- Assessments: Members of Senate noted the potential complexities of deferred or trailed assessment. Supplementary assessments to retrieve failure were noted to be beneficial in avoiding repeat years and facilitating continuing opportunity subject to parameters to be set out in the regulations.
- The SU Education Officer commended the academic framework as providing greater clarity to students. The complexity of the current arrangements showed that better support could in future be provided to students who had failed.
- Senate noted that exemptions to the framework may be needed as curriculum transformation rolls in over the next five years. It was agreed that these could be granted on an exceptional basis provided the request is clearly aligned with the principles of curriculum transformation.

Senate APPROVED the specification of the new modular academic framework, subject to paragraph 30 being agreed in principle dependent upon the modelling of units to contain a range of study options within a larger unit with aggregated pass mark, and to paragraph 37 being removed. Senate NOTED the timeline for provision of additional detail and publication of related regulatory documentation and guidance.

DoAR

14558 TEACHING EXCELLENCE FRAMEWORK (TEF) YEAR 4 METRICS

1) TEF Year 4 Metrics

The Pro-Vice-Chancellor (Learning & Teaching) and Mrs Georgina Eggleston presented paper S18/19-080A. Senate noted that the next TEF rating application was due in 2020 but that the University was monitoring its position, which appeared to remain in line with a Gold rating but suggested that there were now potentially fewer positive flags to support this rating. In particular, assessment and feedback had dropped below the bench-mark. Grade inflation was another area that would be taken into account and reviewed over a ten-year period. The University had seen a rise in the proportion of firsts and 2:1 degrees but comparisons with the Sector were favourable. It was proposed to start preparations now for subject-level TEF in 2020 to position the University advantageously and ready to respond to the limited notice that was likely to be

given of the deadline for submission.

Senate NOTED the report.

2) Independent Review of TEF

The Pro-Vice-Chancellor (Learning & Teaching) and Mrs Georgina Eggleston presented paper S18/19-080B. Senate considered the draft University response to the Independent Review of the Teaching Excellence and Outcomes Framework. Whilst members of Senate were sceptical about the metrics used, there was acceptance that TEF had had positive impacts on the Sector. The Students' Union noted their opposition to TEF and particularly the flaws in the metrics-based approach. It was agreed that paragraph 16 (a) second bullet point should be amended to clarify the reference to 'poor metrics'. Whilst the TEF did not have high recognition amongst prospective students, there was the potential for it to become a higher profile resource like NSS data.

PVC
(L&T)

Mrs Eggleston was thanked for her work on these reports.

Senate RECOMMENDED to Council that it approve the University's response, subject to the amendment noted above.

14559 REPORT ON UNDERGRADUATE AND POSTGRADUATE ADMISSIONS

1) Undergraduate Admissions for 2018 entry

The Director of Undergraduate Admissions and Outreach, Mr Mike Nicholson, presented paper S18/19-081A. Mr David Howells also attended for this item. Mr Nicholson reported that the University had experienced a decline in Home/EU intake post-clearing in 2018, due to a significant increase in students choosing to defer their place, withdraw or failing to enrol. This was unprecedented for the University and therefore a measured response should be taken. It was recognised that the shortfall of 120 students needed to be addressed and Mr Nicholson outlined the approaches being taken to improve conversion to accepting a firm place at the University for those students who had received an offer from the University for 2019 entry, drawing particular attention to the forthcoming February half term residential activity being organised with input from staff in Chemistry, Mathematical Sciences, Economics and Biological Sciences. The University's success in increasing the number of Indian entrants in 2018 by two thirds was noted.

Mr Nicholson and Mr Howells were thanked for their work.

2) Postgraduate Taught Admissions for 2018 entry

The Academic Director of PGT Recruitment and Admissions, Professor Bruce Rayton, presented paper S18/19-081B on Postgraduate admissions. Professor Rayton noted that the University had met its target for overseas registrations but not the ambitious target for Home/EU registrations. He drew attention to differing conversion rates across Faculties / School of Management with underlying reasons being *inter alia* that applicants held offers from multiple institutions and applications were often contingent upon funding sources. He also noted that

these conversion rates had remained remarkably stable for the last three cycles.

14560 APPLICATIONS FOR 2019 ENTRY

1) UCAS applications for 2019 entry

The Director of Undergraduate Admissions and Outreach, Mr Mike Nicholson, presented paper S18/19-082A. Mr David Howells also attended for this item. Mr Nicholson noted the trend for applicants to submit their applications closer to the UCAS deadline, leaving limited time for engagement with applicants between this date and the deadline for students accepting offers. As reported above, the University was actively supporting students who had received an offer from it. Despite the University being well placed in terms of applications made, there remained significant uncertainties affecting the student market arising from the Brexit negotiations and the forthcoming publication of the Augar review of post-18 education.

2) Postgraduate Taught applications for 2019 entry

The Academic Director of PGT Recruitment and Admissions, Professor Bruce Rayton, presented paper S18/19-082B. Professor Rayton reiterated that it was too early in the cycle to make predictions for 2019/20. He reported on application trends in respect of Chinese applicants and initiatives to deliver the PGT recruitment strategy. The 2019/20 application cycle had benefitted from the launch of paperless PGT. He reported that there was on-going work to refresh the PGT programme provision and any suggestions for creating a more diverse and interesting portfolio were always welcome.

14561 INTERNATIONALISATION STRATEGY 2019-2021

The Pro-Vice-Chancellor (Internationalisation) presented paper S18/19-083 on the Internationalisation Strategy 2019 – 2021, which had been developed to support and underpin the University Strategy 2016 – 2021. Professor Bradshaw noted that the University had a broad portfolio of international activity and the challenge was to improve global recognition through a strategy which provided a more coherent and coordinated approach to embedding and publicising internationalisation of University activity. He drew attention to the four strategic goals and underlying themes of work. An implementation plan would follow approval of the strategy proposal.

In the course of discussion, members of Senate made the following points:

- In recognition of responsibilities in the context of climate change, the University community should be supported in making more informed and environmentally friendly travel choices to reduce the travel carbon footprint
- The University's ranking in subject specific league tables represented a strength that should be publicised
- Postgraduate students were good ambassadors for the University's programmes and activity and consideration should be given to reviewing fee levels / bursary support in order to maximise applications
- A separate Doctoral College strategy for internationalisation would be formulated over the next few months and this would address fees.

Senate RECOMMENDED the Internationalisation Strategy 2019-2021 to Council.

14562 **RESEARCH DATA POLICY**

The University Librarian and Dr Cathy Pink presented paper S18/19-084 on the University's Research Data Policy. Ms Robinson reported that the policy was an update of the existing Research Data Policy developed in 2014. It aligned the University's position with the requirements of research funders and publishers, and set out its expectations with regard to data management planning, data curation and data publication. With regard to principle 5, it was noted that if costs were not substantial then the expenditure of effort seeking to recover them may not be justified, unless they were critical to enabling data publication, such as use of external transcription services. A specific reference to associated software in the Policy would be helpful and the Senior Data Librarian should discuss wording with Professor Davenport.

CP/JHD

Senate APPROVED the proposed changes to the University's Research Data Policy, subject to further minor amendment as noted above.

14563 **ACADEMIC STATUS: SENIOR / TEACHING FELLOWS**

The Director of HR presented paper S18/19-085 setting out proposals to extend academic status to Teaching Fellows and Senior Teaching Fellows on grades 7, 8 and 9. The Deputy Director of Workforce Development also attended for this item.

Mr Brooks drew attention to the benefits of broadening the definition of academic to include teaching fellows and to the proposed consultation with trades unions for any change to terms and conditions of contract.

Senate considered the paper. Whilst the proposals had been elaborated with a focus on grades 7 – 9 to facilitate migration where parallels existed with the academic workforce, portfolios were very diverse and nomenclature was queried. In particular, the designation of Assistant Lecturer was raised as an issue even though the Statutes contain a provision for its use. There was general support for the recognition being given to teaching and to promotion progression routes to professorial level. The Academic Director of the Doctoral College proposed a review of postdoctoral posts.

Senate APPROVED the proposed arrangements to extend academic status to Teaching Fellows and Senior Teaching Fellows; the matter of nomenclature would be further considered and the trades unions would be consulted.

DoHR

14564 **EDE & RAVENSCROFT PRIZE FOR POSTDOCTORAL RESEARCH STAFF**

The Pro-Vice-Chancellor (Research) presented paper S18/19 – 086 regarding a proposal for an annual award funded by Ede & Ravenscroft for most outstanding performance by a member of postdoctoral research staff in the delivery of their duties. It was noted that there is currently no such award for outstanding performance by a postdoctoral researcher.

Professor Knight reported that eligibility criteria for the award would be developed.

PVC (R)

Senate APPROVED the new annual award for most outstanding performance by a member of research staff in the delivery of their duties.

14565 CONFERMENT OF TITLES

Senate CONSIDERED paper S18/19 – 087 and APPROVED conferment of the title of:

- 1) Professor Emeritus on Professor Ian Butler with immediate effect.
- 2) Professor Emeritus on Professor Dame Glynis Breakwell with effect from 1 March 2019.
- 3) Professor Emeritus on Professor Steve Gough with immediate effect.
- 4) Honorary Professor on Professor Margaret Watson with immediate effect from 1 March 2019 until 28 February 2022.

Some members of Senate considered that the case for the award of an emeritus title on Professor Dame Glynis Breakwell had failed to take account of the issues arising during the last couple of years of her tenure. However, it was recognised that the conferment of the title of Professor Emeritus should have regard for achievements over the whole period of tenure and in this context Senate APPROVED the nomination along with the three other nominations put forward.

14566 AWARD OF THE DEGREE OF DOCTOR OF SCIENCE

Senate APPROVED the award of the degree of Doctor of Science to Professor Geoff Hammond as recommended in paper S18/19 – 088.

14567 REGULATION 17 – SCHOOL OF MANAGEMENT

The Director of Academic Registry presented paper S18/19 – 089, which proposed an update to Regulation 17, paragraph 17.18, in the light of revision of role responsibilities within the School of Management.

Senate APPROVED the amendment to Regulation 17.

14568 SENATE APPOINTMENT

Senate APPROVED the re-appointment of Professor Bruce Rayton as Chair of CPAC (Courses, Partnerships and Accreditations Committee) for three years from 1 August 2019 to 31 July 2022.

14569 CALENDAR OF MEETINGS

The Acting Vice-Chancellor presented paper S18/19 – 090 detailing the revised calendar of meetings for 2019/20 and the draft calendar for 2020/21.

Senate AGREED to recommend to Council the calendars for 2019/20 and 2020/21.

14570 URGENT BUSINESS

Senate NOTED paper S18/19-091 detailing urgent business transacted since the

last meeting.

14571 STUDENT NUMBERS SUMMARY AS AT 1 DECEMBER 2018

Senate NOTED paper S18/19-092 detailing the student numbers summary as at 1 December 2018.

14572 COLLABORATIVE PROVISION REGISTER

Senate NOTED paper S18/19-093 setting out the Register of Collaborative Provision Arrangements.

14573 APPOINTMENTS OF ACADEMIC STAFF AND PERSONAL CHAIRS

Senate NOTED paper S18/19-094 detailing academic staff appointments, promotions and resignations since November 2018.

14574 SENATE APPEALS COMMITTEE

Senate NOTED paper S18/19-095 reporting on a meeting of the Senate Appeals Committee on 22 November 2018.

14575 STUDENT WITHDRAWALS AND TERMINATIONS

Senate NOTED paper S18/19-096 reporting on actions by the Director of Academic Registry with regard to suspension and termination of students' studies.

14576 COUNCIL

Senate NOTED the minutes of the Council meeting held on 29 November 2018 (Paper S18/19-097).

14577 MINUTES OF BOARDS OF STUDIES

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

Faculty of Engineering & Design, 22 November 2018 (Paper S18/19-098)

Faculty of Humanities & Social Sciences, 22 November 2018 and 9 January 2019 (Papers S18/19-099A and 099B)

Faculty of Science, 22 November 2018 and 9 January 2019 (Papers S18/19-101A and 101B)

School of Management, 22 November 2018 and 9 January 2019 (Papers S18/19-099A and 099B)

Board of Studies (Doctoral), 22 November 2018 (Paper S18/19-102)

14578 EXECUTIVE BOARD

Senate RECEIVED a summary report from the Executive Boards held on 6 November 2018 (Paper S18/19-103).

14579 MINUTES OF SENATE AND JOINT SENATE/COUNCIL COMMITTEES

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

Academic Programmes Committee on 29 November 2018 (Paper S18/19-104)

Academic Staff Committee on 27/28 November 2018 (Paper S18/19-105)

Council/Senate/Students' Union Committee on 6 November 2018 (Paper S18/19-106)

Equality & Diversity Committee on 8 November 2018 (Paper S18/19-107)

Learning, Teaching & Quality Committee on 6 November 2018 (Papers S18/19-108)

Research Committee on 20 November 2018 (Papers S18/19-109)

Senior Academic Appointments Committee on 14 November 2018 (Papers S18/19-110)

University Doctoral Studies Committee on 13 September and 8 November 2018 (Papers S18/19-111A and 111B)

14580 CALENDAR OF MEETINGS 2018/19

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

Wednesday, 10 April 2019

Wednesday, 5 June 2019

14581 ANY OTHER BUSINESS

1) Fulbright Scholarship

Professor Davenport drew attention to the opening of the Fulbright Scholar programme for 2019/20. He proposed to work with Deans, Graduate Schools and the Doctoral College to ensure wide publicity within the University for the competition.

2) Thanks

Members of Senate expressed their thanks with applause to the Acting Vice-Chancellor for his leadership of Senate in the current academic year. The next meeting would be chaired by Professor Ian White.

The meeting concluded at 4.30pm
