
Meeting: SENATE
Date and Time: Wednesday 17 June 2020 at 2.15 pm
Venue: MS Teams

Present Prof I White (Vice-Chancellor and President), (Chair)

Prof B Morley (Deputy Vice-Chancellor & Provost)	Prof D Stanton Fraser (Elected by Professoriate)
Prof J Bradshaw (Pro-Vice-Chancellor (Int&Doc))	Prof S White (Elected by Professoriate)
Prof J Knight (Pro-Vice-Chancellor (Research))	Prof A Zalewska (Elected by Professoriate)
Prof P Lambert (Pro-Vice-Chancellor (Learning & Teaching))	Dr R Branston (Elected by Academic Assembly)
Dr C Wilson (Vice-President (Student Experience))	Dr M Carley (Elected by Academic Assembly)
Prof N Brook (Dean, Faculty of Science)	Dr R Chawla-Duggan (Elected by Academic Assembly)
Prof D Galbreath (Dean, Humanities & Social Sciences)	Dr J Darling (Elected by Academic Assembly)
Prof G Hawley (Dean, Faculty of Engineering & Design)	Dr M Garcia (Elected by Academic Assembly)
Prof S Brammer (Dean & Head of School of Management)	Dr S Gheduzzi (Elected by Academic Assembly)
Dr J White (Chair of Academic Assembly)	Dr M Harney (Elected by Academic Assembly)
Ms K Robinson (University Librarian)	Dr N Johnston (Elected by Academic Assembly) (from minute 14777)
Prof B Rayton (Chair of CPAC)	Dr F Laughton (Elected by Academic Assembly)
Prof S Bending (Elected by Professoriate)	Dr D Moon (Elected by Academic Assembly)
Prof D Bird (Elected by Professoriate)	Dr P Shepherd (Elected by Academic Assembly)
Prof T Ibell (Elected by Professoriate)	Dr J Troyer (Elected by Academic Assembly)
Prof H Logemann (Elected by Professoriate)	Ms E Alcock (Students' Union President)
Prof C Mitchell (Elected by Professoriate)	Ms R Osman (Students' Union Education Officer)
Prof G Sankaran (Elected by Professoriate)	Ms J Zhou (Students' Union Postgraduate Officer)
	Ms A Willingham (Students' Union Student Rep)

Observers:

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

In Attendance:

Ms G Eggleston (to minute 14778) - Assistant Director (Academic Registry)
Dr C Harris - Governance Manager (back-up Secretary)
Dr F KH Ho - SU Postgraduate Officer Elect
Mr F Masala - SU President Elect
Ms A Pater - Deputy Director (Academic Governance & Compliance) (Secretary)
Ms R Sheer - Acting Director of Academic Registry
Ms C Slack - SU Head of Student Voice & Engagement

Apologies: Apologies for absence were received from Prof J Barnett, Prof J Davenport, Dr M Garcia, Dr F Laughton, Prof M McManus Dr L Milligan, Ms A Butler.

The Vice-Chancellor welcomed everyone to the meeting, especially new members Prof Steve Brammer, new Dean of School of Management, and Dr Paul Shepherd. Also in attendance were Francesco Masala, SU President elect and Fritz Ho Ho, SU Postgraduate Officer elect.

ACTION

Members were reminded of the protocol for on-line meetings.

14773 DECLARATIONS OF INTEREST

The Chair asked for any declarations of interest concerning the business to be discussed; there was none.

14774 MINUTES OF THE PREVIOUS MEETING

Senate APPROVED the minutes of the meeting on 22 April and 11 May 2020 (S19/20-164A/B) as a correct record of the proceedings, with the following amendments:

- 1) Minute 14739 (2) – the wording in paragraph 2 of the report was agreed to be amended from ‘...*UCU whose agreement to this approach...*’, to ‘...*UCU whose support for this decision...*’
- 2) Minute 14740, paragraph 2: ‘*whether six months should be offered rather than three (six being offered to UKRI-funded students)*’. Prof Bradshaw suggested and Senate AGREED that the phrase in brackets be removed.

The minutes would later be signed by the Chair.

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14775 MATTERS ARISING

- 1) Membership – It was noted that Dr Paul Shepherd had been elected to fill the casual vacancy to 31 July 2021 with immediate effect. A call for nominations to Senate Committees would be made shortly.
- 2) A student member asked about extensions to registration and financial support for doctoral students. Prof Bradshaw explained that the Hardship Fund was available to these students; and because all students’ situations were unique, they would be dealt with on a case-by-case basis.
- 3) A student member asked about how bias in marking would be avoided where it was not anonymous. Prof Lambert explained that Exam board members were being reminded of unconscious bias. It had not been possible this semester to achieve anonymous marking but it was hoped this could be made possible in future.

Sec

**PVC
(I&D)**

**PVC
(L&T)**

14776 FORMAL REPORT OF THE VICE-CHANCELLOR

The Vice-Chancellor introduced his report on key issues facing the University (paper S19/20-165). He thanked everyone involved in all the work undertaken in response to the COVID-19 pandemic: academic colleagues, Registry staff and other colleagues across the University. He discussed the groups which had been set up to manage elements of this work, specifically the Resilient Bath Curriculum Project Team, Student Engagement Project Team and Carrying Capacity Project Team. These were being co-ordinated by a Programme Board.

The Vice-Chancellor had received correspondence concerning the academic workload model and there had been questions elsewhere. He set out the following principles to

clarify the position, namely that it was recognised the demands of delivering a new form of teaching next year will require additional work as staff prepare for blended learning with a fall-back position of online learning.

As work-life balance is also challenging at this time, it was recognised that some staff will be unable to carry out teaching preparation work while at the same time conducting research with the time commitment set out on their current work allocation. Separately some may need to focus on other specific initiatives, for example admissions, wider pedagogical matters, and research initiatives and applications.

As a result, Heads of Department will need to be more flexible in the allocation of workload than in recent years. To facilitate this, it had been suggested that the generic workload models in Faculties and the School be amended, though these, as always, are a guide for Heads of Department, who are responsible for the final allocation. It was recognised for example discretion may be given for certain staff, such as those in the early stage of their careers. The University will ensure that the changes necessary in these critical times are accounted for when considering matters such as probation and promotions.

There will be an interim review of this approach after 30 September 2020 although it is recognised the scheme may be extended until 31 December 2020, at which point there would be a formal review. The Vice-Chancellor acknowledged the work/life balance challenge faced by many colleagues.

The Vice-Chancellor also acknowledged the effect on the community of the death of George Floyd in the US; a new staff group was being set up to consider in detail and address racism issues; it would link to Executive Board champions for staff and student issues and the Equality and Diversity Committee would be involved. He also thanked the SU for the forum they had organised. There was a discussion about the low percentage of senior staff from a BAME background.

The Vice-Chancellor also reported that the University had dropped by one place to 173rd in the overall QS World Rankings, published on 10 June, although more universities were now included. Bath was ranked 25th in the UK and was among the top 15 per cent of institutions globally. Bath had risen to 101st place in the world for its employer reputation. He updated Senate on the financial challenges facing the University.

The Vice-Chancellor also proposed that Senate hold an additional meeting on 8 September at 2.15pm, to deal with any COVID-19 arrangements or Regulation changes in particular.

There was a question about the cost of MBA scholarships and whether similar provision could be made for other Masters courses.

Senate:

a) NOTED the report.

b) AGREED to hold a special meeting on 8 September 2020 at 2.15pm.

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14777 **COVID-19: BUSINESS CONTINUITY MEASURES**

1) Covid-19: Learning & Teaching Business Continuity Measures

Prof Lambert introduced paper S19/20 – 166A. Prof Lambert explained that the report was a record of the items of urgent business recently undertaken by the Chair in response to the COVID-19 outbreak, and thanked members for their helpful responses during the consultations. Further issues for urgent decision may be made over the summer. He also thanked colleagues in Registry, CLT, DDaT and other departments for the huge amount of work being undertaken.

Ms Sheer summarised the content of the paper and the appendices.

Comments made in the discussion included:

- that enhanced communication was needed when changes were made;
- issues about students on placements;
- issues of potential grade inflation; it was noted that OfS and QAA guidance was being followed and the situation would be monitored.

Senate:

- a) APPROVED the following recommendations (detailed in Appendix 2) with regard to the supplementary assessment period 2019/20 and subsequent academic decision-making:
- That assessments that deferred or failed from the supplementary assessment period 2019/20 would be undertaken at the earliest opportunity. If they were examinations, this would normally be in the semester 1, 2020/21 assessment period, in an alternative, online format. If they were coursework, this would be to a deadline communicated by the department.
 - That deferred or failed assessment from the supplementary assessment period 2020 (or summer 2020 for coursework) would not have 2019/20 no-detriment measures applied to their outcomes when eventually undertaken in 2020/21.
 - That students appealing a July 2020 decision of the Boards of Studies relating to their ability to undertake reassessment be allowed to undertake the assessment in question in the supplementary period 2020 even though the appeal decision might be pending, and that the assessment attempt would be considered void and its outcomes not used if the subsequent appeal outcome did not allow the reassessment.
 - That continuing undergraduate students be allowed to begin study for the 2020/21 academic year even if their progression into the next year had not yet been confirmed, and that they would subsequently need to cease that study if the Board of Studies decision following the supplementary assessment period did not allow their progression.
- b) APPROVED the following recommendations (detailed in Appendix 3) with regard to 2019/20 disruption to placement and study-abroad activity:
- agreed the overall approach to the creation of new awards due to 2019/20 placement and study-abroad activity disruption (detailed in Appendix 3).
 - agreed the overall approach to the creation of alternative descriptions of programmes where normal placements/study abroad could not be completed, and the programme title was no longer appropriate (detailed in Appendix 3).
- c) NOTED that policy had been agreed by ULTQC relating to the supplementary assessment period 2019/20 (described in Appendices 1 and 2) and to disruption of placement and study-abroad activity (described in Appendix 3).

- d) NOTED the contents of Appendices 4-6 relating to no-detriment measures and recent sector guidance on academic quality and standards in the context of the COVID-19 pandemic.
- e) NOTED that learning and teaching urgent business would be brought for consultation and potential action under Chair's urgent business powers during the summer.

PVC
(L&T)

2) Curriculum 2020/21 and new Curriculum Committee proposal

Prof Lambert introduced paper S19/20-166B which set out proposals for a new Curriculum Committee to speed up high impact changes requiring approval for 2020/21, whilst retaining oversight to ensure compliance with CMA requirements. There was some discussion about the level at which changes should be made. It was noted that some changes made as a temporary measure could be retained in future if they were found to be effective. Changes would be reviewed at the end of the year.

Senate APPROVED:

- a) the approach to approving changes for the 2020/21 academic year as set out in Appendices 1 and 2.
- b) the establishment of a Curriculum Committee to oversee and approve changes to the 2020/21 curriculum as set out in Appendix 3.

3) Academic Year 2020/21

The Deputy Vice-Chancellor & Provost gave an oral update. He emphasised that the curriculum offer needed to be attractive to applicants for 2020/21 and to continuing students, whilst following UUK guidance agreed with the Trades Unions, and health and safety requirements. The Resilient Bath Curriculum Project Team chaired by Prof Tim Ibell had been working on developing a blended offer, after consultation with staff and students. This would include a proportion of 'in-person' teaching, in small groups, whilst allowing for those who were not able to attend. Arrangements were also being planned to cope with another spike in COVID-19 cases.

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Considerable planning was also taking place regarding student accommodation, transport to campus, teaching spaces, cleaning, placement students, internships, digital provision, students in different time-zones. Normal capacity on campus would be greatly reduced. All plans were taking account of advice from Public Health England and other government agencies and in liaison with other south-west region universities.

Senate NOTED the update and the Vice-Chancellor thanked all those involved in this work.

4) Doctoral Student registration (continuing)

Prof Bradshaw introduced paper S19/20 – 166C proposing arrangements for extension of registration for continuing doctoral students, as many were concerned about disruption because of COVID-19. He reminded Senate that it had already approved a fee-free three-month extension for those in their final year. He was asked if a blanket extension could be granted, but he explained that the situation of each student was different and each request would have to be processed separately. He confirmed that the Doctoral College would contact

the students directly at the appropriate time. There was also a question about funding, but it was noted that this was not a matter for Senate.

Senate APPROVED that the provision in Regulation 16.1(e), Extension of Registration For All Higher Degrees, be set aside on a case-by-case basis in order to grant a three-month extension to registration, as required, for all current doctoral students whose registration period currently ended after 1 April 2021, and that no fees should be charged for this additional period.

**PVC
(I&D)**

14778 DEGREE OUTCOMES STATEMENT OF INTENT

Prof Lambert presented paper S19/20 – 167 and explained that progress on the required review had been delayed because of strike action and then the COVID-19 pandemic. Mrs Eggleston (Assistant Director, Academic Registry) thanked those Heads of Department who had already replied; she was following up responses from the others. It was noted that the degree outcomes group was considering lower attainment by certain groups.

Senate:

- CONSIDERED progress on the University's review of degree outcomes and the initial findings of the review.
- CONSIDERED the draft Degree Outcomes Statement.
- RECOMMENDED the report and the Degree Outcomes Statement to Council for consideration and approval.

DoAR

14779 NEW COURSES AND PARTNERSHIPS

Prof Bruce Rayton introduced the new course proposals set out in paper S19/20 – 168. There was a discussion about the use of the old curriculum format for the MSc Mathematics with Data Science for Industry, but that this had been agreed by CPAC as the course initially would share units with other courses.

Senate gave full and final APPROVAL to new course proposals for 2021/22, subject to the minor conditions set out in the paper:

- 1) Faculty of Humanities and Social Sciences
MSc Global Public Health and Policy
MSc Sport Management
- 2) Faculty of Science
MSc Mathematics with Data Science for Industry
MSc Mathematics with Data Science for Industry with Placement

BR

14780 SENATE EFFECTIVENESS REVIEW

- 1) Recommendations and Action Plan

The Vice-Chancellor introduced paper S19/20-169A, setting out recommendations from the Senate Effectiveness Review and a proposed timetable for actions. Senate considered the draft Action Plan as set out in the Appendix.

The key decisions made by Senate (subject to approval by Council where appropriate) were:

- a) R5(i) – APPROVED the protocol on Conflicts of interest (see 169C below);
- b) R7.2(ix) – APPROVED renaming Senate’s Ethics Committee as ‘Academic Ethics and Integrity Committee’ and removing the lay Council member from the Committee from 2020/21;
- c) R7.3(vii) – APPROVED an addition to the Terms of Reference of Equality and Diversity Committee, to add new (b):
‘To challenge the University as an institution in terms of our practice, approach and development of equality and diversity, and in particular where progress is limited or, in support of under-represented or disadvantaged individuals and groups.’
- d) R7.5(vii) - APPROVED change of name of Disciplinary Committee to ‘Student Disciplinary and Misconduct Committee’ and AGREED not to include Fitness to Study and Fitness to Practice in its remit;
- e) Confirmed APPROVAL of the recommendations agreed on 11 May.

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2) Comments from Council

The Secretary introduced paper S19/20-169B. She explained that Council had considered the parts of the review relevant to them and made a set of recommendations.

Senate AGREED:

- a) that the Head of Strategic Governance worked with the Deputy Director (Academic Governance) to start putting mechanisms into place regarding Council/Senate links/info for the start of the 2020/21 academic year;
- b) that a working group comprising members from both bodies be convened, with a view to agreeing an annual programme of assurance to Council (relating to OfS etc), and a flexible, working report template for Senate to use when providing assurance to Council.

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Senate NOTED that Council:

- c) would consider discussion on further streamlining, for example of the Senate and Council committee structures;
- d) commended for their clarity the proposed amendments to the Statutes relating to Senate and wholeheartedly endorsed the approach of devolving detailed provisions to the level of Ordinances;
- e) recommended that Senate review its processes for electing members to Council in light of the term limits recommended in the Charity Governance Code and Halpin recommendation PR4 (ie a nine-year, three-term limit), but Senate wished to consider this in more detail;
- f) considered that a number of changes proposed in the report could lead to duplication of effort or alternatively increase the risk of matters falling between the two pillars of governance; proposed, therefore, that the working group look at a more granular level on these issues, considering where accountability sits and how assurance is best obtained in the context of the University before determining the optimal solution and making any adjustments to governing documents that may be necessary.

3) Conflict of Interest Protocol (Standing Orders)

The Secretary introduced paper S19/20-169C, with a recommendation to amend Standing Orders to include specific provision for disclosure of individual interests, in line with those for Council. Further proposals would be brought to Senate for approval regarding disclosure of group conflicts of interest.

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Senate APPROVED the addition to Standing Order 7 (ix) as set out in the Appendix with immediate effect.

14781 LEGAL INSTRUMENTS CHANGES

1) Formal approval: changes to Statutes and Ordinances

The Secretary introduced paper S19/20-170A formally proposing changes to Statutes and Ordinances, mostly relating to removal of references to the University Secretary. These were the same changes as those seen by Senate in May (at the informal stage).

Senate formally CONSIDERED the proposed amendments to Statutes and Ordinances detailed in Appendices 1 and 2, and RECOMMENDED these to Council for formal approval, subject to any changes being requested by the Privy Council, in which case Senate would be asked to agree these by email.

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2) Review of Ordinances 22.8 And 22.9.

Prof Knight introduced paper S19/20-170B proposing changes to Intellectual Property provisions in the Ordinances, concerning Equity and Revenue Sharing relating to University commercialisation of academic intellectual property.

Senate RECOMMENDED to Council the proposed amendments to Ordinance 22.8 and Ordinance 22.9.

PVC(R)

14782 REGULATIONS

The Vice-President (Student Experience) introduced paper S19/20-171 proposing amendments to Student Discipline Regulation 7. She reminded Senate that Regulation 8 (on the procedure) had been amended the previous autumn. These amendments were intended to provide a clearer framework of expected behaviours for students, and would be linked to a new Code of Conduct. Regulation 7 would be formally reviewed before the end of the next academic year. In response to a question, it was noted that the Regulation did refer to on-line misconduct.

Senate APPROVED the changes to Regulation 7 with effect from 1 August 2020.

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The Vice-Chancellor thanked Dr Wilson for all her work on this review.

14783 ANNUAL STATEMENT ON RESEARCH INTEGRITY

Prof Knight introduced paper S19/20-172 setting out the draft Annual Statement on Research Integrity.

PVC(R)

Senate RECOMMENDED the statement to Council for approval.

14784 URGENT BUSINESS

Senate NOTED paper S19/20-173, setting out urgent business approved since the previous meeting.

14785 AWARDS

Senate NOTED the following awards for 2020 (paper S19/20-174A-F):

- (1) Learning and Teaching Awards
- Mary Tasker Award
 - Leadership in Learning and Teaching Award
 - Innovation in Learning and Teaching Award
 - John Willis Award
 - Best Team in Support of Student Learning Award
 - Director of Studies Award
- (2) Staff Research and Doctoral Supervision Prizes
- Peter Troughton Research Staff Prize
 - Excellence in Doctoral Supervision Prize
- (3) Prizes for Students
- Chancellor's Prize
 - Godfrey and Sue Hall Postgraduate Research Student Prize
- (4) Award of Blues, Half Blues, Colours, Ribbons and Other Distinctions

14786 ACADEMIC DRESS

Senate NOTED that the Director of Academic Registry had not approved any changes to academic dress in 2019/20.

14787 COUNCIL

Senate NOTED the minutes of the meetings of Council on 25 March 2020 (S19/20-175).

14788 MINUTES OF BOARDS OF STUDIES

Senate RECEIVED the minutes of the following meetings of Boards of Studies (papers S19/20-176-180).

:

Faculty of Engineering & Design	20 May 2020
Faculty of Humanities & Social Sciences	20 May 2020
Faculty of Science	1 April and 20 May 2020
School of Management	20 May 2020
Board of Studies (Doctoral)	19 February 2020

14789 MINUTES OF SENATE AND JOINT SENATE/COUNCIL COMMITTEES

Senate RECEIVED minutes of the following meetings of Senate and Joint/Senate/Council Committees (papers S19/20-181-187):

Council/Senate/Students' Union Committee	21 April 2020
Courses and Partnerships Approval Committee	11 March/13 May 2020
Curriculum Transformation Committee	29 January 2020

Ethics Committee	12 May 2020
Learning, Teaching and Quality Committee	17 March 2020
Research Committee	10 March 2020
University Doctoral Studies Committee	19 March 2020

14790 EXECUTIVE BOARD

Senate RECEIVED a summary of meetings in April-May 2020 (paper S19/20 – 188).

14791 CALENDAR OF MEETINGS 2019/20

Senate NOTED the Calendar of Meetings of Senate for the next academic year:

Tuesday 8 September 2020 (provisional extra date)

Wednesday 7 October 2020

Wednesday 18 November 2020

Wednesday 3 February 2021

Wednesday 21 April 2021

Wednesday 9 June 2021

Note: All meetings start at 2.15pm, currently on MS Teams.

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14792 ANY OTHER BUSINESS

- 1) The Chair reported that this was the last Senate meeting for Eve Alcock, Ruqia Osman and Jiani Zhou (SU Officers); and also for Simon Bending, Jos Darling, Maria Garcia, Lizzi Milligan, Cathryn Mitchell, Danae Stanton Fraser. He thanked them all for their contribution to the work of Senate.
- 2) The student members then left the meeting at 4.55pm and Senate proceeded to consider reserved business.

The meeting concluded at 5.00pm