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<b>Meeting:</b>	<b>SENATE</b>
<b>Date and Time:</b>	<b>Wednesday 22 April 2020 at 2.15 pm</b>
<b>Venue:</b>	<b>MS Teams</b>

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

Prof B Morley (Deputy Vice-Chancellor & Provost)	Prof C Mitchell (Elected by Professoriate)
Prof J Bradshaw (Pro-Vice-Chancellor (Int&Doc))	Prof G Sankaran (Elected by Professoriate)
Prof J Knight (Pro-Vice-Chancellor (Research))	Prof D Stanton Fraser (Elected by Professoriate)
Prof P Lambert (Pro-Vice-Chancellor (Learning & Teaching))	Prof S White (Elected by Professoriate)
Dr C Wilson (Vice-President (Student Experience))	Prof A Zalewska (Elected by Professoriate)
Prof N Brook (Dean, Faculty of Science)	Dr R Branston (Elected by Academic Assembly)
Prof D Galbreath (Dean, Humanities & Social Sciences)	Dr M Carley (Elected by Academic Assembly)
Prof G Hawley (Dean, Faculty of Engineering & Design)	Dr R Chawla-Duggan (Elected by Academic Assembly)
Prof B Squire (Acting Dean & Head of School of Management)	Dr J Darling (Elected by Academic Assembly)
Dr J White (Chair of Academic Assembly)	Dr M Garcia (Elected by Academic Assembly)
Ms K Robinson (University Librarian)	Dr S Gheduzzi (Elected by Academic Assembly)
Prof B Rayton (Chair of CPAC)	Dr M Harney (Elected by Academic Assembly)
Prof J Barnett (Elected by Professoriate)	Dr N Johnston (Elected by Academic Assembly)
Prof S Bending (Elected by Professoriate)	Dr F Laughton (Elected by Academic Assembly)
Prof D Bird (Elected by Professoriate)	Dr D Moon (Elected by Academic Assembly)
Prof J Davenport (Elected by Professoriate)	Dr J Troyer (Elected by Academic Assembly)
Prof T Ibell (Elected by Professoriate)	Ms E Alcock (Students' Union President)
Prof H Logemann (Elected by Professoriate)	Ms R Osman (Students' Union Education Officer)
Prof M McManus (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 E Commander - Head of Strategic Governance  
Ms G Eggleston (minute 14xxx) - Assistant Director (Academic Registry)  
Dr C Harris - Governance Manager (back-up Secretary)  
Dr J Harris - Director of Academic Registry  
Ms A Pater - Deputy Director (Academic Governance & Compliance) (Secretary)  
Ms R Sheer - Acting Director of Academic Registry (Designate)

**Apologies:** Apologies for absence were received from Dr L Milligan, Ms A Butler and Ms C Slack

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**ACTION**

The Vice-Chancellor welcomed everyone to the meeting. He reminded everyone of the protocol for on-line meetings which had been circulated in advance and also trialled at the informal meeting held on Monday 20 April. He also explained that paper 127 had been removed from the agenda following a request from UCU for a formal consultation.

**14736 DECLARATIONS OF INTEREST**

The Chair asked for any declarations of interest concerning the business to be discussed to be notified in the Chat function. The SU President declared that she was a member of the UK Standing Committee for Quality Assurance.

**14737 MINUTES OF THE PREVIOUS MEETING**

Senate APPROVED the minutes of the meeting on 2 February 2020 (S19/20-120) as a correct record of the proceedings.

The minutes would later be signed by the Chair.

**Sec**

**14738 MATTERS ARISING**

- 1) Minute 14708 –gender pay gap working group update.

Prof David Galbreath reported that no update had yet been made to Equality and Diversity Committee.

- 2) Minute 14710 – Independent Adviser on PGR students update

Dr Cassie Wilson replied that several actions had been undertaken since the previous meeting; several departments had held meetings to discuss the issue, and others were using other methods because of the pandemic. No significant issues had been raised. The Doctoral College were developing the ‘contract package’ and other support. Prof Jeremy Bradshaw also reported that the meeting of UDSC in February had discussed support for doctoral students and the best means of communicating with them.

- 3) Minute 14713 – Senate Appeals Committee

The Chair reported that three new members had been elected unopposed: Prof David Bird, Prof James Davenport and Prof Marcelle McManus. He thanked them for taking on this important role. Three vacancies still remained.

- 4) There were no other matters arising.

**14739 FORMAL REPORT OF THE VICE-CHANCELLOR**

- 1) The Vice-Chancellor introduced his report on key issues facing the University (paper S19/20-121). He thanked everyone who had been working in response to the COVID-19 pandemic, whether on developing on-line teaching and assessment, CLT/DDAT providing computing support, library services, accommodation, catering, security, safety, maintenance, essential research, manufacturing PPE for the Bath RUH and all other types of special COVID-19 related work. Changes were being made possible at a greatly accelerated speed. Consideration was next being given to how campus might eventually be re-opened. He anticipated that the next year would be a challenge with an anticipated drop in international student numbers, so financial savings would have to be made, but the University was in a much better position financially than many others. He emphasised that it was important to maintain excellence in teaching and research.

The SU Education Officer thanked the academic community for all they had done in response to the pandemic.

- 2) Dr Moon queried the wording in paragraph 2 of the report which referred to 'UCU whose agreement to this approach...', which was not technically correct; wording such as '...UCU whose support for this decision...' would be considered off-line.
- 3) A member asked about support for Institutes in general (paragraph 6) and the Vice-Chancellor said he fully supported the proposal for a new Institute for Sustainable and Circular Technologies, which would build international reputation and attract research income.
- 4) With regard to the Senate Effectiveness Review, the Vice-Chancellor suggested a special meeting on 11 May, which would allow for a further discussion in June if required. He invited comments and there was general agreement for this approach, although one member felt that if it was impossible to have a meaningful discussion on-line, that the process should be delayed.
- 5) The Vice-Chancellor also proposed that June Senate be moved from 3 to 17 June to approve any Statute changes required as part of the process involving Council and the Privy Council.

Sec

Senate

- a) NOTED the report, with an amendment to paragraph 2 to be agreed with Dr Moon; [*Secretary's note: the wording in paragraph 2 was agreed afterwards to be amended from '...UCU whose agreement to this approach...', to '...UCU whose support for this decision...'*]  
and
- b) AGREED to hold a special meeting on 11 May 2020 at 2.15pm; and
- c) AGREED to move the meeting from 3 June to 17 June (at 2.15pm).

Sec

#### 14740 **COVID-19: LEARNING & TEACHING BUSINESS CONTINUITY RESPONSES**

- 1) Prof Lambert introduced paper S19/20 - 122. He explained that the report was a record of the three items of urgent business recently undertaken by the Chair in response to the COVID-19 outbreak, to give assurance that quality and standards were being maintained. He thanked members of Senate for the many useful responses which had been received. He also thanked academic colleagues for rising to the challenge of adapting teaching and assessment, and colleagues in Registry and elsewhere for all their work on the changes. The discussion included the following points:
  - What provision was being made for PG taught students; it was noted a further urgent business decision may have to be made;
  - How bias would be avoided if marking was no longer anonymous.

PVC  
(L&T)

Senate NOTED the report.

- 2) Prof Bradshaw introduced late paper S19/20 – 122B proposing a fee-free extension of registration for final year doctoral students, as many were concerned about disruption because of COVID-19. This needed a decision as Senate would be setting aside its own regulations on maximum periods of study. There was a lengthy discussion including the following points:
  - whether non-finalists should also receive the benefit at this point;
  - whether six months should be offered rather than three;
  - what provision was being considered for new students joining in the autumn;

- that students could still apply for up to 12 months extension;
- that communication with current students was needed urgently;
- whether financial provision could be made to students who had lost all their income from work.

Senate:

- a) APPROVED in principle the granting of a three-month extension of registration for all doctoral candidates who were in their final year of registration as at 1 April 2020, in recognition of the disruption caused by the COVID-19 pandemic, and that no fees be charged for this period for any student who chose to benefit from the provision; and **PVC (I&D)**
  - b) NOTED that the Vice-Chancellor would approve the list of students to whom this provision applied, when a list was provided by the Doctoral College; and
  - c) AGREED that the Vice-Chancellor consider in due course whether to use his urgent business powers to extend this provision to all doctoral students. **VC**
- 3) Prof Lambert introduced late paper S19/20-122C proposing amendments to Student Unit evaluations to make them more relevant following the changes to teaching methods. The Deputy Vice-Chancellor explained that evaluations would not be used to the detriment of probationer academics.

Senate APPROVED the amendments to unit evaluation questions outlined in Table 1 of the paper as a temporary measure to ensure unit evaluations continue to offer useful and meaningful feedback for staff and students. **PVC (L&T)**

#### **14741 COVID-19: FUTURE DEVELOPMENT OF CURRICULUM TRANSFORMATION**

The Pro-Vice-Chancellor (Learning & Teaching) presented paper S19/20-123. Prof Lambert explained that the timescale for curriculum transformation was being phased over a longer period because of the disruption caused by COVID-19; the academic framework also needed revisiting. The need for flexibility and to run different versions of units alongside each other was discussed, although it was noted this had to be considered carefully, especially if units were part of different programmes.

Senate:

- 1) NOTED that progress with Curriculum Transformation had been limited by the COVID-19 disruption.
- 2) APPROVED the principle of revising the academic framework in order to simplify and facilitate the roll-out of curriculum transformation.
- 3) APPROVED the use of ECTS credits for transformed courses in the manner described in this paper.
- 4) APPROVED the more flexible timescales described in the paper to allow the staged introduction of transformed courses. **PVC (L&T)**

#### **14742 NEW COURSES AND PARTNERSHIPS**

Prof Bruce Rayton introduced the new course proposal set out in paper S19/20 – 124.

Senate gave full and final APPROVAL of the new BSc (Hons) Mathematics, Statistics and Data Science with effect from 2021/22, subject to ensuring that the programme specification contained the correct details regarding entry requirements. **BR**

**14743 DEGREE OUTCOMES STATEMENT OF INTENT**

Mrs Eggleston (Assistant Director, Academic Registry) attended for this item and presented paper S19/20 - 125. She reminded Senate that the Statement on Degree Outcomes had to be signed off by the governing body (Council), by the end of the 2019/20 academic year. Two documents would be needed: a short two-page statement covering five years' data, to be published on the University's website, and a separate review analysing degree outcomes across the institution and the factors that might affect these.

Senate NOTED that the initial results of the institutional review and a draft of the Statement would be brought to Senate in June and to Council in July for approval. **GE**

**14744 INSTITUTE FOR MATHEMATICAL INNOVATION (IMI) FIVE-YEAR REVIEW**

The Pro-Vice-Chancellor (Research) presented paper S19/20 – 126 and expressed his support for the IMI and the importance of institutes in supporting the University's research base.

Senate:

- 1) NOTED the review; and
- 2) ENDORSED the recommended actions, including that a new Director should be recruited from within the University for an initial period of two years, with an anticipated extension to five years subject to approval of the IMI KPIs; and
- 3) AGREED that the report should be submitted to Council in May 2020.

**PVC(R)**

**14745 LECTURE CAPTURE POLICY**

This item (paper S19/20-127) had been removed from the agenda pending further discussions.

**PVC  
(L&T)**

**14746 NEW PRIZES**

The Secretary introduced paper S19/20-128. As no Ede and Ravenscroft funds were available this year, the prizes had been withdrawn. Prof Knight explained that notification had been received only after the calls for nominations had been received; no alternative funding was available but he recommended that similar awards be set up, even without monetary prizes.

Senate APPROVED the proposed two new awards and committees:

- 1) Outstanding Postdoctoral Member of Research Staff prize; and
- 2) Postgraduate Research Student prize.

**Sec**

**14747 STUDENT CASE MONITORING DATA 2018/19**

Senate CONSIDERED papers S19/20 – 129A-E:

- (1) Student Complaint Statistics
- (2) Student Disciplinary Statistics
- (3) Fitness to Practise Statistics
- (4) Fitness to Study Statistics
- (5) Student Academic Appeals and Reviews Statistics

The Secretary asked if there were any questions, in which case she would respond after the meeting (there was one). It was noted that the Library complaints procedure should be mentioned in paragraph 2.3.

**Sec**

Senate NOTED the reports.

**14748 STUDENTS' UNION (SU) OFFICERS**

The Secretary presented paper S19/20-130.

Senate APPROVED a 'Presidential year' for Mr Rob Tyrrell, elected SU Activities Officer for 2020/21. It also noted and congratulated the other new SU Officers elected for the coming year.

**Sec**

**14749 COMMITTEE DATES AND MEMBERSHIPS**

1) The Secretary introduced paper S19/20 – 131.

Senate APPROVED the Boards of Studies meeting dates for 2020/21. It noted that the September dates would have to move because of assessment changes.

**Sec**

2) Prof Knight introduced the recommendation for a replacement for Prof R Watermeyer on the University Research Committee.

Senate APPROVED the appointment of Dr André Barrinha (PoLIS) to the Committee with immediate effect until 31 July 2021.

**Sec**

3) The Secretary introduced paper S19/20 – 131B recommending an amendment to Boards of Studies Standing Orders.

Senate APPROVED the proposed addition to Boards of Studies Standing Orders to specifically permit decisions by email.

**Sec**

**14750 URGENT BUSINESS**

Senate NOTED paper S19/20-132, setting out urgent business approved since the previous meeting. Details were in paper S19/20 – 122.

**14751 COUNCIL**

Senate NOTED the minutes of the meetings of Council on 28 November 2019 and 20 February 2020.

**14752 MINUTES OF BOARDS OF STUDIES**

Senate RECEIVED the minutes of the following meetings of Boards of Studies (papers S19/20- 134 - 138):

Faculty of Engineering & Design	15 January and 26 February 2020
Faculty of Humanities & Social Sciences	26 February 2020
Faculty of Science	26 February 2020
School of Management	26 February 2020
Board of Studies (Doctoral)	4 December 2019 and 15 January 2020

**14753 MINUTES OF SENATE AND JOINT SENATE/COUNCIL COMMITTEES**

Senate RECEIVED minutes of the following meetings of Senate and Joint/Senate/Council Committees (papers S19/20-139 – 144):

Council/Senate/Students' Union Committee	27 February 2020
Courses and Partnerships Approval Committee	22 January and 11 March 2020
Curriculum Transformation Committee	6 December 2019
Ethics Committee	4 February 2020
Learning, Teaching and Quality Committee	14 January 2020
Research Committee	21 January and 26 February 2020

**14754 EXECUTIVE BOARD**

Senate RECEIVED a summary of meetings in December 2019 – January 2020 and February- March 2020 (papers S19/20 - 145A/B).

**14755 CALENDAR OF MEETINGS 2019/20**

Senate AGREED the revised meeting dates of Senate for the year, both at 2.15pm:  
11 May 2020 – special meeting re Senate Effectiveness Review report  
17 June 2020 - moved from 3 June.

**Sec**

**14756 ANY OTHER BUSINESS**

- 1) The Chair reported that this was the last Senate meeting for Dr John Harris, Director of Academic Registry, after over 30 years' excellent contribution to the University. He thanked Dr Harris on behalf of Senate. It was noted that Dr Harris would still be involved on a part-time basis providing advice on regulatory matters and the COVID-19 response.
- 2) It was also Prof Brian Squire's last Senate meeting as Acting Dean of the School of Management and the Chair thanked him for all he had done in the role.
- 3) A member thanked DDaT staff for all their help recently in the transition to new ways of working.
- 4) Prof Knight drew Senate's attention to the COVID-19 Virtual Sandpit, calling all creative and open-minded Bath researchers to create innovative research teams and projects to address Coronavirus impacts, see:  
<https://www.csct.ac.uk/covid19bath/>

The student members then left the meeting at 4.25pm and Senate proceeded to consider reserved business.

The meeting concluded at 4.30pm