
Meeting: SENATE

Date and Time: Wednesday 7 October 2020 at 2.15 pm

Venue: Remote by MS Teams

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

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| Prof B Morley (Deputy Vice-Chancellor & Provost) | Prof R Kelsh (Elected by Professoriate) |
| Prof J Bradshaw (Pro-Vice-Chancellor (Int&Doc)) | Prof M McManus (Elected by Professoriate) |
| Prof J Knight (Pro-Vice-Chancellor (Research)) | Prof G Sankaran (Elected by Professoriate) |
| Prof P Lambert (Pro-Vice-Chancellor (Learning & Teaching)) | Prof A Zalewska (Elected by Professoriate) |
| Dr C Wilson (Vice-President (Student Experience)) | Dr R Branston (Elected by Academic Assembly) |
| Prof N Brook (Dean, Faculty of Science) | Dr M Carley (Elected by Academic Assembly) |
| Prof D Galbreath (Dean, Humanities & Social Sciences) | Dr R Chawla-Duggan (Elected by Academic Assembly) |
| Prof G Hawley (Dean, Faculty of Engineering & Design) | Dr J Grant (Elected by Academic Assembly) |
| Dr J White (Chair of Academic Assembly) | Dr S Gheduzzi (Elected by Academic Assembly) |
| Ms K Robinson (University Librarian) | Dr M Harney (Elected by Academic Assembly) |
| Prof B Rayton (Chair of CPAC) | Dr N Johnston (Elected by Academic Assembly) |
| Prof J Barnett (Elected by Professoriate) | Dr F Laughton (Elected by Academic Assembly) |
| Prof D Bird (Elected by Professoriate) | Dr D Moon (Elected by Academic Assembly) |
| Prof M Davidson (Elected by Professoriate) | Dr P Shepherd (Elected by Academic Assembly) |
| Prof J Davenport (Elected by Professoriate) | Dr J Troyer (Elected by Academic Assembly) |
| Prof C Frost (Elected by Professoriate) | Dr S Wharton (Elected by Academic Assembly) |
| Prof M Hejmadi (Elected by Professoriate) | Dr J Zang (Elected by Academic Assembly) |
| Prof T Ibell (Elected by Professoriate) | Mr F Masala (SU President) |
| | Ms A Willingham (SU Education Officer) |
| | Dr F KH Ho (SU Postgraduate Officer) |

Observers:

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

In Attendance:

Dr C Harris - Governance Manager (back-up Secretary)
Mr S Inger - Learning & Organisational Development Manager
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 S Brammer, Ms A Butler.

The Vice-Chancellor welcomed everyone to the meeting, especially new members. Members were reminded of the protocol for on-line meetings, including an on-line voting system.

ACTION

14808 DECLARATIONS OF INTEREST

The Chair asked for any declarations of interest concerning the business to be discussed; the Librarian declared she had a particular interest in the recommendations regarding Senate composition.

14809 **MEMBERSHIP, TERMS OF REFERENCE AND STANDING ORDERS**

Senate NOTED its membership, terms of reference and Standing Orders (paper S20/21 – 001). It was noted there was a vacancy for a Professor following the departure of Prof Sarah White and an election would be launched shortly.

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14810 **MINUTES OF THE PREVIOUS MEETING**

Senate APPROVED the minutes of the meeting on 17 June 2020 (S20/21-002) as a correct record of the proceedings. The minutes would later be signed by the Chair.

14811 **MATTERS ARISING**

- 1) Minute 14771 – Senate NOTED that the Statute changes had been approved by the Privy Council.
- 2) Minute 14773 - Senate NOTED that the Annual Statement on Research Integrity had been approved by Council.

14812 **FORMAL REPORT OF THE VICE-CHANCELLOR**

The Vice-Chancellor introduced his report on key issues facing the University (paper S20/21-003). He acknowledged the sad news of the death of Martin Bowers and Alec Unsgaard and said their families and friends were in his thoughts.

The Vice-Chancellor thanked everyone involved in all the work in response to the COVID-19 pandemic, including by the Students' Union; a huge amount of work had been also been undertaken involving infrastructure and communications. He emphasised the importance of maximising income through student recruitment and research. There was a discussion about space requirements and Moodle/Panopto. It was noted that expectations needed to be managed centrally.

The Vice-Chancellor reported that Chairs of the Equality & Diversity Committee and Race Equality Task Force would be appointed shortly.

Senate NOTED the report.

14813 **COVID-19 ARRANGEMENTS**

- 1) Learning and Teaching Interventions: Semester 2 -2019/20
Prof Lambert introduced paper S20/21 – 004A. He explained that the report was a summary of the measures taken to assure the quality of academic course delivery during Semester 2 of the academic year 2019/20 in the context of COVID-19. The supplementary assessment period ended at the end of September; a final report would be brought to the next meeting. He expressed his gratitude for all the helpful feedback on the development of the No Detriment policy and on on-line teaching and assessment; colleagues had made extraordinary efforts with little notice. He recognised that lessons were being learned and not everything was perfect. The Students' Union thanked everyone for the work undertaken and welcomed the No Detriment policy.
Senate NOTED the report.

- 2) Resilient Curriculum: Teaching in Academic Year 2020/21
Prof Tim Ibell, Chair of the Resilient Curriculum Project Team (RCPT), introduced paper S20/21 – 004B. This summarised the development of the 'Bath Blend'; each student received a blend of in-person learning, live synchronous online learning (LOIL) and asynchronous self-paced material online. This work had shown how agile the University could be and he thanked the Directors of Teaching and Directors of Study for their excellent work. He also thanked the CLT, Registry, Skills Centre and DDaT for all their support. The RCPT was now receiving feedback and trouble-shooting problems.

Comments made in the discussion included:

- Whether the two one-hour teaching sessions could be merged; Prof Ibell said there could be flexibility as long as a check was made on the students' timetables to avoid a clash;
- The University Librarian reported that general teaching was now taking place in the Library, and there had been a temporary suspension of the arrangements for external visitors to use the building;
- The health and safety issues; Prof Ibell said these had been considered very carefully and use of space had been planned within government guidelines and with flexibility built in;
- A request for teaching staff to have as much notice as possible when changes were made (eg use of Zoom);
- Planning for on-line teaching if it became required;
- The need for teaching staff to remind students regularly of the need to social-distance outside teaching rooms.

Senate NOTED the report.

14814 STUDENT SURVEYS

The Vice-Chancellor congratulated everyone on the recent excellent league table results.

- 1) National Student Survey (NSS)
Prof Lambert presented paper S20/21 – 005A and thanked everyone on achieving the positive results. A review was being launched by OfS. He invited volunteers for a working group. There was a discussion about the need for students to feel part of a community.
- 2) Postgraduate Taught Experience Survey (PTES)
Prof Lambert presented paper S20/21 – 005B and explained that this survey had gone ahead despite a low response rate on the previous occasion. Bath had not taken part in PTES the previous academic year (2018/19) as instead it was part of the Office for Students' pilot trialling an NSS-style survey for postgraduate students. The data from this survey was yet to be released and the next stage of the pilot was unknown. He invited volunteers for a working group on this survey too.

Senate NOTED the reports.

14815 **REF 2021**

Prof Knight presented paper S20/21 – 006 with an update on [REF 2021](#). He explained that Research England had delayed the submission deadline but that the University had decided to continue with its ‘dress rehearsal’ preparations. He thanked everyone for all the work that had gone into this. Further work was being undertaken, in particular on impact case studies and environment statements. The new submission deadline was 31 March 2021.

Senate NOTED:

- 1) The current status of the University’s preparations and the plans through to the submission deadline;
- 2) The changes to the REF 2021 timetable.

14816 **CAREER PROGRESSION IN THE EDUCATION AND RESEARCH JOB FAMILY**

Prof Morley presented paper S20/21 – 007. Mr Inger attended for this item. Prof Morley explained that amendments to the CPER document were needed to recognise the previously agreed change in status of Tutorial Fellows and Senior Tutorial Fellows to Lecturers and Senior Lecturers, without contractual responsibility for Research. Processes had not changed however. He also reported the discontinuation of the Bath Course in Enhancing Academic Practice, and its replacement with a professional development model based on appropriate pathways for staff at all career stages. A line had also been added to the CPER to allow for exceptional circumstances, of which the Coronavirus pandemic was an example.

Senate APPROVED the proposed amendments to the CPER document to enable continued rigorous and supportive management of career progression in the Education and Research Job Family.

14817 **SENATE EFFECTIVENESS REVIEW**

The Vice-Chancellor introduced paper S20/21 - 008, setting out recommendations from the Senate Effectiveness Review. He noted that Senate had considered the report of the Review Group at two previous meetings.

It was noted that all members had a conflict of interest in this item. The Librarian left the meeting for the discussion relating to her role (4.00-4.20pm).

The issues discussed were:

- a) Composition. The Vice-Chancellor reminded Senate that its composition was set out in Statutes and any changes would require approval by Council and the Privy Council; therefore changes would not be implemented under August 2021;
- b) A member suggested that any co-opted members should be eligible for re-appointment for a further two consecutive terms;
- c) A member suggested that the University Librarian should remain an *ex-officio* member of Senate; there was a full discussion of this proposal followed by a formal proposal and a vote on-line. The vote was to retain the Librarian as a member by 19 votes in favour, ten against and five abstentions;
- d) There was a discussion about the recommendation that some places should be allocated to the Faculties/School (at least two for each, for both Professors and other academics), but this was deferred for further discussion;

- e) There was no discussion on using the new agenda and report templates as set out in Appendix 2;
- f) Changes to Committee names were agreed;
- g) One member was not in favour of the proposed new Standing Order text on group conflicts of interest and discussion was deferred.

Senate:

- 1) AGREED that the Librarian should remain a member of Senate *ex-officio*;
- 2) AGREED to add the words 'eligible for re-appointment for a further two consecutive terms' to the reference to co-opted members;
- 3) DEFERRED a decision on the other proposed changes to Senate composition as set out in Appendix 1;
- 4) SUPPORTED the proposed changes to Senate functions in Statutes and Ordinances as set out in Appendix 1, but deferred a final decision to the next meeting;
- 5) AGREED that the words 'to the Council' be removed from the proposed new Ordinance 9, Powers and Functions, in the phrase:
'1. Subject to the Charter, Statutes and Ordinances, the Senate is the principal body responsible ~~to the Council~~ for the strategic development of the academic activities of the University, including teaching, research, and knowledge exchange, and the regulation, governance, standards and quality assurance of the academic work of the University...'
- 6) Deferred a decision on timing of using the new agenda and report templates as set out in Appendix 2;
- 7) APPROVED the change of committee name from Equality and Diversity Committee to 'Equality, Diversity and Inclusion Committee' with immediate effect;
- 8) APPROVED the change of committee name from University Research Committee to 'Research and Knowledge Exchange Committee' with immediate effect;
- 9) APPROVED the change of committee name from University Learning, Teaching and Quality Committee to 'Education, Quality and Standards Committee' with immediate effect, but not use of the acronym 'E-QUAL';
- 10) DEFERRED a decision on the proposed new Standing Order text on declaration of group conflicts of interest;
- 8) NOTED the draft Action Plan as set out in Appendix 3.

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14818 REGULATIONS

The Vice-President (Student Experience) introduced paper S20/21-009 proposing amendments to the Student Regulations, including the Discipline procedure, Regulation 8. Some further minor corrections were being made to the wording which were not material.

Senate APPROVED:

- 1) the proposed amendments to the Regulations for Students as set out in Appendix 1 and points 2 and 3 of the report, with a suggested minor amendment to 8.24 which refers to a breach of the regulations. Regulation 8 should be reviewed in one year's time. This included a minor amendment to Regulation 16.14, the Degree of Doctor of Health (DHealth), to keep this in line with the requirement for one year's experience;

- 2) the proposed amendments to the Regulations for Student Apprentices as set out in Appendix 3, to update them in line with the main Regulations;
- 3) that the Secretary to Senate would be responsible for publishing Regulations from 1 October 2020.

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14819 HONORARY DEGREES RESOLUTION

The Chair introduced paper S20/21-010 setting out proposals to permit the virtual conferment of honorary degrees.

Senate:

- 1) RESOLVED to permit the virtual conferment of honorary degrees during the academic session 2020/21.
- 2) AGREED that live virtual conferment was preferable but that pre-recorded speeches be accepted as a backup.

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14820 PETER TROUGHTON RESEARCH STAFF PRIZE

Prof Knight introduced paper S20/21-011.

Senate APPROVED continuation of the Peter Troughton Research Staff Prize and associated committee for future years while the donation was available.

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14821 COMMITTEE MEMBERSHIPS

The Secretary introduced paper S20/21 – 012 regarding committee vacancies not filled in the summer because no nominations had been received. An email had been circulated to members in advance of the meeting with the recommendations of the Vice-Chancellor to fill these.

Senate APPROVED:

- 1) Council/Senate/Students' Union Committee: One vacancy for a Senate member: Kate Robinson;
- 2) Research Committee: One vacancy (does not have to be a member of Senate): Prof Tim Rogers;
- 3) Senate Appeals Committee: Four vacancies for Senate members: Chris Frost and Steve Wharton to 2023, Gregory Sankaran and Kate Robinson to 2021;
- 4) Honorary Degrees Committee: it was noted that there was still a vacancy for an academic on this Committee.

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14822 URGENT BUSINESS

Senate NOTED paper S20/21 – 013, setting out urgent business approved since the previous meeting.

14823 ACADEMIC PROGRAMME WITHDRAWALS ANNUAL SUMMARY

Senate NOTED paper S20/21 – 014

14824 CHANGES TO RESEARCH CENTRES ANNUAL REPORT

Senate NOTED paper S20/21 – 015

14825 REPRESENTATIVES ON OUTSIDE BODIES ANNUAL REPORTS

Senate NOTED paper S20/21 – 016

14826 FORWARD PROGRAMME OF BUSINESS

Senate NOTED paper S20/21 – 017

14827 COUNCIL

Senate NOTED the minutes of the meetings of Council on 11 May, 10 June and 23 July 2020 (S20/21-018).

14828 MINUTES OF BOARDS OF STUDIES

Senate RECEIVED the minutes of the following meetings of Boards of Studies (papers S20/21- 019-022):

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|---------------------------------|-----------------------------|
| Faculty of Engineering & Design | 21 July 2020 |
| Faculty of Science | 21/28 July 2020 |
| School of Management | 16 July 2020 |
| Board of Studies (Doctoral) | 1 April/13 May/24 June 2020 |

14829 EXECUTIVE BOARD

Senate RECEIVED a summary of meetings in June-Sept 2020 (paper S20/21 – 023).

14830 MINUTES OF SENATE AND JOINT SENATE/COUNCIL COMMITTEES

Senate RECEIVED minutes of the following meetings of Senate and Joint/Senate/Council Committees (papers S20/21-024-031):

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| Academic Programmes Committee | 23 July 2020 |
| Courses and Partnerships Approval Committee | 1 July 2020 |
| Curriculum Committee | 24 July 2020 |
| Equality and Diversity Committee | 11 June 2020 |
| Ethics Committee | 12 May 2020 |
| Learning, Teaching and Quality Committee | 5 June/21 July 2020 |
| Research Committee | 19 May/30 June 2020 |
| University Doctoral Studies Committee | 28 May/30 July 2020 |

14831 CALENDAR OF MEETINGS 2019/20

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

- 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.

14832 ANY OTHER BUSINESS

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

The meeting concluded at 4.35pm