

Senate

Wednesday, 5th October 2022 2:15 pm

Council Chamber | Senate

Attendees

Attended

Professor Ian White, Chair
Dr Peter Allen:
Professor Phil Allmendinger
Dr Fran Amery
Professor Julie Barnett
Professor Steve Brammer
Dr Teslim Bukoye
Professor Julian Chaudhuri
Professor Matthew Davidson
Professor Adrian Evans
Dr Sabina Gheduzzi
Dr Maria Del Carmen Gil Ortega
Professor Fiona Gillison
Professor Marion Harney
Dr Alan Hayes
Professor Andrew Heath
Professor Momna Hejmadi
Professor Matthew Jones
Professor Robert Kelsh
Dr Fran Laughton
Professor Guy McCusker
Dr David Moon
Jura Neverauskaite
Dr Fei Qin
Dr Benjamin Ralph

Alexander Robinson
Kate Robinson
Dr Paul Shepherd
Professor Danae Stanton Fraser
Professor Edmund Thompson
Dr Steve Wharton
Professor Jane White
Professor Deborah Wilson

In attendance:

Ian Blenkharn
Dr Christopher Bonfield
Emily Commander, Secretary
Greg Noakes, Administrator
Caroline Pringle, Administrator
Rachel Sheer
Charlie Slack

Apologies:

Professor Sarah Hainsworth
Professor Tim Ibell
Julia Kildyushova
Professor Brian Squire
Professor Lorraine Whitmarsh
Professor Cassie Wilson
Professor Jun Zang

15185.0 Welcome and Quorum

Purpose - For Information

Minute by Caroline Pringle

The Chair welcomed members and attendees and made a formal note of attendance to ensure that quorum was maintained throughout the meeting. He extended a particular welcome to the new members of Senate:

Dr Teslim Bukoye
Professor Adrian Evans

Dr Mari Carmen Gil Ortega
Professor Fiona Gillison
Professor Andrew Heath
Dr Ben Ralph
Professor Edmund Thompson
Professor Jane White
Professor Deborah Wilson

The Chair noted apologies from Professor Sarah Hainsworth, Professor Tim Ibell, Julia Kildyushova, Dr Fei Qin, Professor Brian Squire, Professor Lorraine Whitmarsh and Professor Jun Zang.

15186.0 Declarations of Interest

Purpose - For Information

There were no declarations of interest made at this stage.

15187.0 Open minutes of the Previous Meeting - S22/23 - 01

Purpose - For Approval

The minutes were approved subject to the below amendment to minute 15146 (additional text in capitals):-

"It had been agreed that the Terms of Reference for the Ed Board and EQSC would require updating as the flow of business became more apparent. The Terms of Reference had not yet been finalised, but a joint meeting would be taking place in September, after which THE EQSC TERMS OF REFERENCE would be brought to Senate for approval AND THE EDUCATION BOARD TERMS OF REFERENCE FOR CONTEXT."

In response to a question from Senate, it was confirmed that the Education Board terms of reference would be put to Senate for context as they would touch on academic matters.

15188.0 Actions and Matters Arising

Senate noted the action log.

15189.0 Role of Senate - S22/23 - 02

The Head of Governance presented paper S22/23 - 02. Senate:

- noted the Terms of Reference;
- noted the membership of Senate and its committees for 2022/23;
- noted the Standing Orders of Senate; and
- noted a forward programme of work for Senate in 2022/23.

Members of Senate were asked to provide any thoughts or comments on the annual plan of business to the Governance team. There were no comments or questions on this item.

15190.0 Institutional update - S22/23 - 03

The Chair presented the institutional update. He noted that since the paper had been written the Teaching Excellence Framework ('TEF') data set had been released, and he thanked all of those involved in the TEF preparations. There were no comments or questions from Senate members.

15191.0 Leadership update: Education performance - S22/23 - 04

The Pro-Vice-Chancellor (Education) introduced paper S22/23 - 04A which provided a benchmarking analysis of the University's performance in the National Student Survey (NSS) 2022. Bath had been ranked as the highest mainstream English University for student satisfaction, which was a testament to the work of all of the academic and professional services staff. There was a need to keep focus on learning and teaching in order to retain the top position. The only area in which Bath scored below the benchmark was Assessment and Feedback but this had been Bath's weakest element of the NSS for several years. The paper set out four recommendations, which included direct interventions at department level by the PVC(E) and Associate Deans where performance was below the benchmark or in the 3rd or 4th quartile.

The following points were raised in discussion:

- it would be important to have a clear definition of 'feedback' that was understood across the University
- Bath might benefit from looking at the approach taken by other institutions to improve their assessment and feedback scores
- the PVC(E) would be speaking with relevant Heads of Department within the next two weeks to formulate action plans
- Senate members encouraged consultation with students when it came to the issue of assessment feedback
- the Centre for Learning and Teaching would be producing a simple student guide to marking
- Senate members suggested that some institutional guidance for students explaining the timeline for marking assessments could be a useful starting point

The PVC(E) introduced paper S22/23 - 04B which provided an update on the three KPIs associated with the strategic pillar for 'driving excellence in education': overall satisfaction in the National Student Survey, average entry tariffs, and percentage of graduates in high skilled employment. It was noted that the OfS had recommended the removal of the overall satisfaction score from NSS in England, but the University was awaiting the outcome of the consultation before taking any decisions about its KPIs.

15192.0 Learning experience

The Pro-Vice-Chancellor (Education) and the Director of the Centre of Learning and Teaching presented slides on the future direction of Learning and Teaching at Bath, in order to seek early input from Senate. Senate members were asked to consider:

- the future of learning and teaching delivery for Bath
- whether Bath should adopt a 'pick n mix, 24/7' approach to delivery to give students flexibility and choice
- how universities could best help to prepare students for the new world of hybrid flexible working and lifelong learning

The following points were raised in discussion:

- there was not yet the evidence base to assess how significant online real-time teaching was to the student experience
- effective engagement with staff would be important to ensure that there was no perception of teaching methods being imposed from the top down
- the University had the facilities to deliver live online lectures but it did not currently have the infrastructure to deliver effective online group work or seminars
- this was an opportunity for the University to be bold and ambitious and capitalise on international partnerships
- it was important to recognise that there would be growing pains and that expanding Bath's online teaching would push the University into competition with a different group of institutions
- the University needed a clear and positive reason to enter into this market; entering quickly for reasons of growth, without proper preparation, was likely to be unsuccessful.

15193.0 Teaching Excellence Framework - S22/23 - 05

The Pro-Vice-Chancellor (Education) introduced paper S22/23 - 05 which provided an update on preparations for the 2023 Teaching Excellence Framework (TEF) submission. The TEF indicators were published on 30 September, but the guidance had not yet been released. The University's submissions would include its strengths (such as graduate employability) and also address areas such as assessment and feedback. A workshop had already been held with the steering group and briefings were taking place in Departments.

Senate noted that the equality, diversity, inclusion and wellbeing impact section of the paper was one of the better examples and contained a meaningful analysis of the EDI impact.

Senate noted the update.

15194.0 Education, Quality and Standards Committee - S22/23 - 06

The Pro-Vice-Chancellor (Education) introduced paper S22/23 - 06 which provided an update on the work of the Education, Quality and Standards Committee (EQSC). The committee had considered the terms of reference of the Education Board and EQSC to ensure that there was a clear distinction

between Education Board as an operational body and EQSC as a governance committee. EQSC had also reviewed its membership to ensure that there was appropriate separation between those that were providing assurance, and those that were receiving it. The changes would be kept under review and amended as required.

In response to a question from Senate, it was clarified that the co-opted members of Senate would be internal University staff.

Senate noted the report and approved the new membership and terms of reference for EQSC, subject to a minor amendment to clarify that co-opted members of EQSC would be drawn from the University staff.

15195.0 Admissions and Support for Students under 18 - S22/23 - 07

Purpose - For Approval

The Director of Education and Student Services presented the revised policy in relation to the Admission and Support for Students Entering University under the Age of 18. They informed Senate that the policy had been revised to:

- clarify that under-16s would only be admitted in exceptional cases
- reflect changes to the UK immigration system and visa requirements for students
- include a section on child protection
- clarify parental responsibilities

The following points were raised in discussion:

- while some staff may hold current Disclosure and Barring Service certificates due to other roles outside of the University, those were specific to the organisation/role so would not be valid for University purposes; in any event the policy created a presumption that the University was an adult environment and there was no requirement that departments treat under-18s differently from over-18s.
- 16-18 year olds were considered to be children for GDPR purposes so there would be a need to review the University policies to ensure that the correct consent was sought for holding data in relation to these students.

Senate approved the revised policy.

15196.0 Curriculum Transformation S22/23 - 08

The Pro-Vice-Chancellor (Education) introduced paper S22/23 - 08A which provided an update on the progress of the Curriculum Transformation (CT) project. All phase 3 documentation had been received, the project was progressing according to plan and the aim was to launch the new programmes next year.

The Director of Academic Registry and the Chair of the Academic Standards Working Group introduced paper S22/23 - 08B which provided a briefing to inform new Senate members about the CT project workstreams. Subject to consultation, it was not envisaged that any changes to the assessment regulations would be required. PGT CT design was the first priority, followed by undergraduate.

15197.0 Courses and Partnerships Approvals Committee - S22/23 - 11

The Chair of the Courses and Partnerships Approval Committee (CPAC) introduced the summary report of the recent meeting on 26 September. They highlighted the risk and concerns discussed at the meeting which included professional doctorates and the need to ensure ownership of the provision so that it did not 'fall between the cracks' of education and research.

There were no comments or questions from Senate. Senate noted the report.

15198.0 Research and Knowledge Exchange Committee - S22/23 - 09

The Associate Pro-Vice-Chancellor (Research) presented paper S22/23 - 09 on behalf of the PVC(R).

There were no comments or questions. Senate noted the changes to University Research Centres and approved the revised membership of the Research and Knowledge Exchange Committee.

15199.0 Export Control Policy - S22/23 - 20

Purpose - For Approval

The Associate PVC(R) introduced paper S22/23 - 20 which proposed a new policy on Export Control. They informed Senate that the aim of the policy was to guide research staff and ensure that they were aware of their obligations in this area and how to comply with the legal requirements.

The following points were raised in discussion:

- there was confusion amongst staff about the wide-ranging impact of this for staff travelling abroad; this needed to be carefully clarified and appropriately and widely advertised;
- it might be appropriate to review the policy once a policy pertaining to education matters had been developed, with a view to incorporating them into a single document
- a number of suggestions were made to rationalise the Export Control checklist included at appendix 2, but it was recognised that any changes to the checklist could be made once the policy was in place

Senate agreed to recommend the policy to Council.

15200.0 Curriculum Management Academic Working Group - S22/23 - 10

Purpose - For Approval

The Pro-Vice-Chancellor (Education) introduced paper S22/23 - 10 which proposed the establishment of a joint academic working group to develop principles for future course design and approvals. There were no comments or questions from Senate. Senate approved the establishment of the Curriculum Management Working Group and approved its terms of reference.

15201.0 Admissions and Recruitment

The Pro-Vice-Chancellor (Education) gave a verbal update on the latest admissions figures. As of 11:00 on 6 October there were:

4206 registered undergraduate students (3544 home and 662 overseas) vs a target number of 3964; and 1409 registered post graduate taught students (409 home and 1000 overseas) vs a target of 2052

The PVC(E) informed Senate that Bath went onto confirmation and clearing predicting a shortfall in the number of PGT students so took the decision to over-recruit undergraduates. All Faculties had under-recruited PGT students and over-recruited undergraduates although the School of Management, in particular, had been some way off its PGT target. The University was aware of some students experiencing visa delays, particularly in India and China, so PGT numbers were expected to rise to about 1600.

Senate noted the update.

15202.0 University Doctoral Studies Committee - S22/23 - 16

Purpose - For Approval

The Associate PVC(R) introduced paper S22/23 - 16 which proposed changes to the University Doctoral Studies Committee membership. Senate noted that one of the proposed routine attendees was the 'Co-Director of the CDT in SAMBa and University CDT Lead' and noted that this should be amended to 'University CDT Lead'. There were no other comments or questions.

Senate approved the changes to the membership of the UDSC, subject to the above amendment.

15203.0 Academic Programmes Committee - S22/23 - 12

Senate noted the report from the Academic Programmes Committee.

15204.0 Academic programme withdrawals - S22/23 - 17

Senate noted the annual summary of academic programme withdrawals.

15205.0 Annual Reports from University representatives on external bodies - S22/23 - 13

Senate noted the reports from the University representatives from Designability, the Holburne Museum and BRLSI.

15206.0 Council update - S22/23 - 14

Senate noted the update from the Council meeting on 13 July 2022.

15207.0 Urgent business procedure and delegated authority - S22/23 - 15

Senate noted the summary of the use of urgent business and delegated authority since the meeting of Senate in June 2022.

15208.0 Information available on Decision Time - S22/23 - 18

Senate noted the paper on the new approach to providing information to Senate for 2022/23.

15209.0 Prize Committee Update - S22/23 - 19

Senate noted the winner of the 2022 Peter Troughton Research Staff Prize.

15210.0 Any Other Business

- There was a request that the minutes of the Boards of Studies be linked to from the agenda.
- Some members of Senate offered positive feedback about the use of Decision Time