

UNIVERSITY OF LEICESTER

MEETING OF SENATE

**Minutes of a meeting held on
Wednesday 26 June 2019**

Present:

Edmund Burke (Chair)

Natalie Armstrong	Liz Jones
Neil Chakraborti	Paul King (<i>vice</i> Stephen Garrett)
John Challiss	George Lewis
Jonathan Chambers	Lu Liu
Sarah Davies	Janet Marstine (<i>vice</i> Sandra Dudley)
Andrew Ellis	Paul Monks
Andrew Fry	Bob Norman
Rob Fryer	Henrietta O'Connor
Iain Gillespie	Jose Prados
Alison Goodall	Adnan Rahman
Lisanne Gibson	Thompson Robinson
Sandeep Handa	Jon Scott
Martin Halliwell	John Williams (<i>vice</i> Jason Hughes)
Colin Hewitt	Graham Wynn
Richard Holland	

In attendance: Dave Hall, David Harvie (UCU), Geoff Green (Secretary) and Andrew Petersen (Assistant Secretary)

Apologies for absence were received from Simon Barry, Martin Barstow, Liz Bailey, Philip Baker, Mike Barer, Wasyl Cajkler, Sandra Dudley, Francois Du Bois, Stephen Garrett, Jason Hughes, David Lambert, Oge Obioha, Mark Purnell and Caroline Taylor

UNRESERVED BUSINESS

19/M06 **STANDING BUSINESS**

(a) Welcome

The Acting Vice-Chancellor welcomed Professor Lu Liu (Head of the Department of Informatics) and Adnan Rahman (Education Officer in the Students' Union) to their first meetings of Senate.

(b) Declarations of Interest

There were no declarations of interest.

(c) Minutes of the Previous Meeting

Senate considered the minutes of the meeting held on 6 March 2019.

Senate **approved** the minutes as an accurate record of the meeting.

(d) Matters Arising

Arising from M01(d) Senate noted that the academic approval event had taken place for the new pathways that were due to be offered through the Global Study Centre in partnership with Navitas. Three pathways had been approved to allow entry onto undergraduate programmes:

- Engineering and Technology
- Society and Culture
- Economics and Management

A further pathway in Science and Technology was under development for 2020 and Senate noted that other potential models of collaboration were under consideration for the future.

Arising from M02(c) Senate noted that in response to feedback at the last meeting, the Recovery Plan had been expanded to include a specific section on staff morale.

(e) Chair's Business

The Acting Vice-Chancellor reported:

i) Professor Jon Scott

This was the final meeting of Senate that Professor Jon Scott would be attending following more than 30 years service to the University. Senate noted that Professor Scott had undertaken several roles during his tenure including those of College Academic Director, Academic Registrar and Pro-Vice-Chancellor.

Senate wished to record its thanks to Professor Scott for his extensive service to the institution, and for his unwavering commitment to enhancing the student experience at departmental, College and University level.

ii) Senior Staff Appointments

Professor Graham Wynn had been appointed Deputy Pro-Vice-Chancellor (Education) for a two year period from 1 July 2019. The interviews for the post of Deputy Pro-Vice-Chancellor (Research) had recently taken place with an appointment to be announced shortly. Senate also noted that the recruitment process for the new Pro-Vice-Chancellor roles in Education and Research had commenced.

Professor James Devlin had been appointed as Dean of the Business School commencing 1 August 2019.

Senate also noted the previously published outcome of the recent ballot for members of Senate to sit on Council, with the following members being elected to Council for a period of three years commencing August 2019:

Professor Alison Goodall

Professor Graham Wynn

iii) Risk Management

The governance structure for the oversight and management of risk at institutional and college level was being revised for 2019/20 onwards. This included the creation of a new Risk Management Committee at University level, chaired by a Pro-Vice-Chancellor and reporting to the Executive Board.

iv) League Tables

The University had achieved a ranking of 239 in the QS World Rankings. Senate also noted the University's disappointing position in other recently published league tables such as the Complete University Guide (44) and the Guardian League Table (84), which would have an impact on student recruitment. Senate noted the continuing importance of work to improve the student experience and NSS in order to improve league table position.

(f) Summary Report of Items for Approval

Senate considered a summary report of business for consideration arising from reports from subsidiary Committees and other areas where Senate's approval was required.

Senate Regulation 1

Senate ratified amendments to Senate Regulation 1 governing minimum entry requirements and English Language qualifications.

Annual Monitoring

Senate noted that a series of Thematic Workshops had allowed colleagues in departments and colleges to reflect upon key themes such as the student experience, employability and progression and continuation, supported by a single central source of data which aligned with external metrics.

Senate noted that the Learning and Teaching Committee had considered a summary report of the process for 2018/19, and that a revised approach to annual monitoring was also being developed by the Quality and Standards Sub-Committee for implementation in 2019/20.

Periodic Developmental Review

Senate noted that the Learning and Teaching Committee had considered a summary report of the operation of the Periodic Developmental Review process in 2018/19. Senate noted that three academic departments had been subject to review and that in each case the process had confirmed that the processes underpinning the academic standards and quality of provision, as well as the management of the student experience, were appropriate.

Senate noted the proposals for amendment to the periodic review process that had been put approved by the Learning and Teaching Committee and also noted the schedule for review in 2019/20.

Taught Postgraduate External Examiners' Reports

Senate noted that the Learning and Teaching Committee had considered a summary of External Examiner reports and departmental responses for programmes in the 2017/18 academic year. Senate noted that the reports and responses had been considered in detail at College level and the summary had been considered by the Learning and Teaching Committee.

Senate was pleased to note that the reports confirmed that Senate could have confidence in the standards of the University's awards and the operation of the external examining process. The reports also noted that the quality of the learning opportunities for students were at an appropriate level and identified many examples of good practice, with areas identified by the Learning and Teaching Committee for further action.

Senate noted the outcome of the External Examiner review process.

Terms of Reference for Learning and Teaching Committee, 19/20

Senate considered and **approved** the Terms of Reference and Membership for the Learning and Teaching Committee in 2019/20, noting that the current Deputy Pro-Vice-Chancellor (Education) would Chair the Committee in the interim until the appointment of the new Pro-Vice-Chancellor (Education).

19/M07 BUSINESS TO CONSIDER

(a) Research Excellence Framework (REF)

Senate received a presentation from the Pro-Vice-Chancellor (Research and Enterprise) on the University's preparations for the Research Excellence Framework (REF) 2021.

Senate noted that the University's performance in research grant capture and income had been very strong with over £75 million in research income in 2017/18, and the University was close to achieving its target for 2018/19. Senate was pleased to note the achievement of several individual grants valued over £1 million and congratulated the relevant colleagues on their achievements.

Senate noted the strategic imperative of a strong performance in REF 2021 to contribute to the University's position in league tables, which in turn enhanced the University's reputation and flowed through to student recruitment. Senate noted in particular the importance of each aspect of the REF submission and the need to maximise the effectiveness of the impact case studies and environment statements, identified as areas where the University had underperformed in the previous REF exercise.

In order to support this priority a strategic and focussed approach was being taken to the development of the whole University REF submission, led by the Executive Board. In order to establish the optimal pattern and volume of submissions across UOAs the University had already undertaken internal and external review of a high number of potential submissions. 100 draft impact case studies had also been submitted for external review. Potential submissions to the REF would be further tested through a

Mock REF exercise made up of 22 Panels, taking place over summer 2019. Senate received a summary of the extent of preparations for the REF and noted that while most areas were well advanced there were some where significant further work was required.

Senate noted that the analysis of the mock REF outcomes would be undertaken and outcomes released during September and October.

(b) Access and Participation

Senate received the University's Access and Participation Plan (APP) for 2020/21 which had been submitted to the Office for Students (OFS). The main elements of the plan were introduced by the Academic Registrar.

Senate noted that the Plan has been developed for a five year period and included a series of targets relating to each stage of the student journey for underrepresented groups. Nationally, institutional Access and Participation Plans were a central component of the drive to reduce gaps in participation, continuation and outcomes between student groups. Senate noted the four priorities set out within the University's APP:

- supporting access for mature students;
- supporting access for BAME students from Low Participation Neighbourhoods (LPN);
- reducing the attainment gap between black and white students;
- reducing the gap for degree outcomes between disabled and non-disabled students.

Senate also noted the range of current and planned activities under each of the areas to support the University in meeting its strategic objectives. Senate recognised that the University's strategic approach to learning and teaching needed to change in the context of the changing size and shape of the student population. To support this funding was being made available for research into the factors underlying the attainment gaps within a Leicester specific context. Senate also noted the positive action approach as part of University staff recruitment to help the staff base more closely reflect the diversity of student population.

Senate noted that department-specific data sets were in the process of being developed for sharing with departments, and that a checklist was also being developed to support departments in targeting specific actions to address the attainment gap.

Senate agreed that it would be helpful for the information to be shared widely with colleagues in departments.

(c) Senate Effectiveness Review

Senate received the report of the review of its effectiveness that had been undertaken between March and May 2019 at the request of University Council.

Senate noted that the report confirmed that Senate was effective as the academic authority of the institution, notably in the manner in which it oversaw the processes for

the management of academic standards and quality assurance. Senate noted that the report made a number of recommendations for revision to the powers of Senate, its membership, the format of meetings and the flow of information between it and Council in order to enhance its overall effectiveness.

Senate noted that the report would be submitted to the upcoming meetings of Council and the Nominations Committee to consider the recommendations.

(d) Retitling Academic Departments

Senate considered a proposal to amend the title of several departments to become Schools, as set out below. Senate noted that this would remove the current inconsistency across the University with regard to the title of academic units at level 3 of the Standard University Structure. Senate noted that full consultation had been undertaken with all of the departments affected.

College	Current	Revised
College of Science and Engineering	Department of Chemistry	School of Chemistry
	Department of Engineering	School of Engineering
	Department of Informatics	School of Informatics
	Department of Physics & Astronomy	School of Physics & Astronomy
College of Social Sciences, Arts and Humanities	Department of Criminology	School of Criminology

Senate **approved** the proposal to alter the titles with effect from 1 August 2019.

Senate also considered a proposal to rename the current Department of Mathematics to the School of Mathematics and Actuarial Science. Senate agreed that this appropriately reflected the composition of the department and **approved** the new title, with effect from 1 August 2019.

19/M08 **BUSINESS TO NOTE**

(a) Risk Registers

Senate received for information extracts from the Strategic Risk Register and the Corporate Risk Register relating to those areas under Senate's remit.

Senate received a report which highlighted amendments to the registers since they were last received by Senate in November 2018. Senate noted the areas of very high risk and also noted the increase in the risk associated with performance in REF 2021 and the reduction of risk associated with industrial action.

Senate noted that the registers would be presented to Council.

(b) Revised Student Regulations

Senate received an update on the process for the development of revised regulations for students.

Senate noted the actions taken to date including the development of student friendly guides to the assessment regulations and a degree classification calculator, as well as the issuing of more detailed guidance to Panels and Boards of Examiners.

Senate noted that a new draft regulatory framework had been developed in order to reduce the volume of content at the level of regulation and create an underpinning framework of policy and procedure. This framework will be subject to consultation with Colleges and the Quality and Standards Sub-Committee, for eventual consideration by Senate in the 2019/20 academic year.

Senate also noted the Office for Students national consultation of degree awards and classifications, which is due to report in late 2019, and will potentially impact upon the development of any future schemes of assessment.

(c) Reports from Committees

i) Learning and Teaching Committee

Senate received reports from the meetings of the Learning and Teaching Committee that had taken place on 12 March, 22 May and 13 June 2019.

Senate noted that the elements that required Senate's approval had already been considered under item M06(e).

Senate noted the other business set out and **approved** the reports.

ii) Research and Enterprise Committee

Senate received reports from the meetings of the Research and Enterprise Committee that had taken place on 14 March and 2 May 2019.

Senate noted the other business set out and **approved** the reports.

(d) University Officer Appointments

Senate received for information a list of all University Officer level appointments that had been made since 7 March 2019.

(e) Programmes Approved and Withdrawn

Senate received a list of programmes and pathways that had been approved in principle, in full and withdrawn.

(f) Senate Student Discipline Panels

Senate received the outcomes of recent Senate Student Discipline Panels.

19/M09 DATES OF FUTURE MEETINGS

Senate noted the dates of its meetings in 2019/20 as follows:

6 November 2019, 2pm

4 March 2020, 2pm

24 June 2020, 2pm

19/M10 THANKS

Senate recorded its thanks to those members whose terms ended in 2019.

DURATION OF MEETING: One Hour and 30 minutes

CHAIR: