



SENATE

MINUTES OF THE MEETING HELD ON WEDNESDAY 10 JULY 2024
2PM IN BG FUTURES ROOM 1

Members	Professor Karen Stanton Tom Dannatt Dr Nick Gee Dr Claire Thomson Professor Andrew Jackson Dr Jack Cunningham Max Gordon Kym Gill	Interim Vice-Chancellor (Chair) Deputy Vice-Chancellor (Operations) & University Secretary Executive Dean for Faculty Executive Dean for Teaching, Learning & Student Success Executive Dean for Research & Knowledge Exchange Professoriate/Reader Representative Students' Union President, 2024/25 Students' Union Vice President, Education 2024/25
	<u>Faculty Representation</u> Dr Matt Dunn Dr Clare Wheat-Gooing Janet Atkinson Stefan Fusenich	Head of Programmes: Initial Teacher Education (ITE) Member of Academic Staff from the Faculty Member of Academic Staff from the Faculty Member of Academic Staff from the Faculty
Invited	Connor Short	Contention, Quality & Student Engagement Officer
Minutes	Leanne Chancellor	Head of the Vice-Chancellor's Office

The Chair thanked members for their attendance for the third and final Senate meeting of the academic year 2023/24.

The Chair NOTED for the new members joining Senate, that this meeting was the most senior academic committee of the University and reported directly to the University Council for matters of academic governance.

1. Apologies

1.1 Apologies were received from:

- Dr Sacha Mason, Academic Staff Member of University Council and Head of Programmes: Education, Health and Lifelong Learning.
- Professor Caroline Horton, Professoriate/Reader Representative.
- MJ Sykes, Undergraduate Student Representative.

The Chair welcomed the following new members to their first Senate meeting:

- Max Gordon, Students' Union President, 2024/25.
- Kym Gill, Students' Union Vice President, Education 2024/25.

2. Minutes of Previous Meeting

2.1 Senate – 20 March 2024

The minutes of the Senate meeting held on 20 March 2024 were CONFIRMED as a fair and accurate record, and the Chair was authorised to sign them.

3. Matters Arising

3.1 Action Table – 20 March 2024

Senate NOTED that there were no outstanding actions from the last meeting on 20 March 2024.

3.2 Any Other Matters

3.2.1 There were no other matters to be discussed.

4. Chair's Update

4.1 The Chair NOTED that BGU had just received the National Student Survey (NSS) results for 2024, prior to the Senate meeting. She NOTED that overall, that were a great set of results for BGU and NOTED the table below, which showed the positivity measure for BGU compared to the overall sector for each of the NSS themes:

Positivity measure	BGU (%)	Sector (%)	Variance (%)
Teaching on my course	92.09	85.43	+6.66
Learning opportunities	91.82	82.39	+9.43
Assessment and feedback	90.59	78.27	+12.32
Academic support	94.26	85.55	+8.71
Organisation and management	80.91	75.30	+5.61
Learning resources	93.22	86.89	+6.33
Student voice	82.83	74.00	+8.83
The students' union (association or guild) effectively represents students' academic interests	75.62	72.91	+2.71
Mental wellbeing services	86.32	78.58	+7.74
Freedom of Expression	91.07	86.44	+4.63

The Chair THANKED the BGU community and the Students' Union, for delivering such a fantastic set of results – well done!

4.2 The Chair UPDATED Senate on the following matters to date:

- Congratulations to BGU's Chancellor, Dr Tracy Borman, who was awarded an OBE in the recent Honour's list.
- Following the recent elections, it is now a Labour Government. It was NOTED that in their manifesto, they talk about undertaking a comprehensive review of funding for Higher Education. Hamish Falconer MP has now become the local MP and that BGU is committed to help the government's target to increase the number of teachers.
- Congratulations to the Students' Union in their very tight turn around to get as many students as possible registered to vote.
- Great set of results from Graduate Outcomes – 92% of students in employment or further study after 15 months of leaving the University (against the average sector; 87%), which puts BGU 5th in the UK.

- Congratulations to Faculty members in achieving professional accreditation (with the Joint Negotiating Committee) for the Youth Work programmes and reaccreditation (Chartered Management Institute Centre).
- BGU continues to have a focus on recruitment for September 2024, and the number of firm acceptances keep increasing. It was NOTED that our target for September was 862 students, and as of this meeting there was over 800 firm acceptances.
- BGU is now open for Clearing, which opened on 5 July 2024.
- Open Days attendance continues to be well attended.
- Congratulations to the Executive Dean of Research & Knowledge Exchange (ExD:RKE) and his team for bidding successfully for a pilot scheme with UKRI around the next Research Excellence Framework (REF) for 2029. It was NOTED that BGU was a pilot for the 'people culture and environment' for the next REF.
- Almost concluded the year with regards to Critical Path 1 and the seven key workstreams. It was NOTED that the Executive was about to launch Critical Path 2, which will be a very similar model with seven key workstreams.
- Graduation is scheduled for 24 and 25 July 2024, with two Honorary Doctorates to be awarded (Peter Levy and Hannah Gold), three Distinguished Honorary Fellowships (Alex Baxter, Judith Jones and Paul Deane) and one Honorary Fellowship (Richard Hallsworth).
- Learning & Teaching Conference, which was held on 3 and 4 July 2024, was very successful and well attended.
- The Research Conference is scheduled for 10 and 11 July 2024.

5. To Note – Key Decisions from University Council

5.1 The Head of the Vice-Chancellor's Office (on behalf of the Academic Staff Member of University Council), noted the following key items were received at:

- 5.1.1
- The University Council meeting held on 3 July 2024:
 - Council received an update on the Critical Path and progress made throughout the year.
 - Council received sight of the draft budget for 2024/2025 and way forward, including an update on Wickham Hall.
 - Council received the Students' Union President's Report.
 - Council approved the revised Safeguarding Children and at-risk Adults Policy and the Code of Practice on Freedom of Speech.
- 5.1.2
- The University Council Strategy Development Training Afternoon held on 3 July 2024:
 - Meeting the new Senior Leadership Team following the restructures earlier in the year.
 - Critical Path 1 – what we have achieved and where we are now.
 - Launching Critical Path 2.
 - What BGU may look like in the future heading towards 2030.
 - What are our options for growth and what are the pros and cons of these decisions.

5.2 The Deputy Vice-Chancellor (Operations) and University Secretary NOTED that the budget for 2024/25 was prepared, with the inclusion of the Wickham Hall Sale and Leaseback and would be presented to an extraordinary FE&GP Committee and University Council at the end of July 2024 for approval.

6. Update on Exam Boards and Awards

- 6.1 The ExD:TLSS CONFIRMED that all the Exam Boards had been rolled out and completed seamlessly.
- 6.2 The ExD:TLSS NOTED that the Chief External Examiner, Dr Sally Bentley, was present at all the Exam Boards. It was NOTED that prior to the Exam Boards, the Module Level Boards had taken place with their respective External Subject Examiners present, which were able to provide assurance to our Chief External Examiner that due process had been followed and that our marking, moderation and outcomes for students were in line with the sector.
- 6.3 The Executive Dean for Faculty NOTED that the Chief External Examiner was very complimentary about our process, the conduct of the Exam Boards and the assurance around the marks.
- 6.4 The Executive Dean for Faculty NOTED that work would be carried out to review efficiencies and change the procedures for next academic year.
- 6.5 The Head of the Vice-Chancellor's Office provided the following data for the forthcoming Graduation ceremonies:
- 888 students are eligible to graduate from the 2023/24 cohort.
 - 626 students have confirmed their attendance of graduating at Lincoln Cathedral:
 - Weds 24 July (am ceremony) – 124 students graduating;
 - Weds 24 July (pm ceremony) – 154 students graduating;
 - Thurs 25 July (am ceremony) – 208 students graduating; and
 - Thurs 25 July (pm ceremony) – 141 students graduating.

7. Access and Participation Plan Update

- 7.1 The ExD:TLSS provided members with an update on the Access & Participation Plan (APP) and NOTED the submission date for the APP was 1 October 2024.
- 7.2 The ExD:TLSS NOTED that the institution was still very focussed on this and taking leadership from the Head of Student Success (HoSS) and an External Advisor, Karen Heard-Laureote, who comes with great expertise and knowledge of this area – It was NOTED that the External Advisor was providing helpful guidance.
- 7.3 The ExD:TLSS NOTED that for submission, four to five intervention strategies, called "Theories of Change (TOC)", needed to be identified for submission, which BGU is committed to delivering on – these could be things that the institution was already delivering, and strategies of intervention that can incrementally show enhancement and impact over the next five years.
- 7.4 The ExD:TLSS NOTED that they were currently at development stage and was working with the data, evidence, historical evidence and the trends and themes of our delivery, to identify those four/five strategic TOCs that map to the OfS' directions of the key areas they want covering.
- 7.5 The ExD:TLSS NOTED the TOCs that had been identified were:
- Access – regarding our Widening Participation agenda and focussing on the

institutions new contextual offers that have been rolling out from the Admissions Department.

- The contextual offers allow us to provide that targeted approach for students within key characteristic groups to make sure that we are providing that quality of opportunity to access our portfolio for all students.
- *Continuation* – focussing on ‘personal tutoring’.
 - Personal tutoring is something that BGU offers to all students (it is mandatory that HE providers offer personal development planning, but it is not mandatory that students engage with it).
- *Progression* – relating to our Graduate Attribute Framework.
- *Attainment and Completion* – it was noted that the actual focus of the intervention strategic approach was yet to be confirmed, as the APP Team was still working with the Data Team to undertake evaluation.

7.6 The ExD:TLSS NOTED that once an identified strategic intervention has been identified, a TOC document is to be completed, which allows us to append that to the APP submission, to demonstrate and show the OfS what had been identified, why it has identified and what our journey will be going forward.

7.7 The ExD:TLSS NOTED that she had been working with Emily Allden, former Students’ Union Vice President, Education, who had taken the lead for the APP student submission.

7.8 The ExD:TLSS NOTED that members of the University Council’s subcommittee Academic Assurance Committee (AAC) had been informed that they would have to schedule an Extraordinary AAC meeting for the committee to review and approve the APP and the TOCs before its submission – September 2024.

8. Policies and Codes of Practice for Approval *(As recommended for Senate approval by the Academic Enhancement Committee)*

8.1 Members RECEIVED and NOTED the following six policies and Codes of Practices, which have had minor modifications to nomenclature and to align with new terms and common practices:

- Code of Practice for External Examiners;
- Code of Practice for Taking a Break in Study (Intercalation/Suspension of Studies);
- Code of Practice for the Conduct of Boards of Examiners;
- Code of Practice for Transfer Between Academic Programmes;
- Code of Conduct for Academic Misconduct;
- Students’ Personal Development Plans Policy; and
- Processing Complaints by Students Policy and Procedure.

8.2 The ExD:TLSS NOTED that work had been conducted with the Faculty Administration Office to form a dedicated Task & Finish Group to review policies and Codes of Practices for housekeeping. It was NOTED that engagement with Faculty staff members has also been undertaken in various committees.

8.3 The ExD:TLSS NOTED that the updating of these policies and Codes of Practices would be in two phases:

1. Review of housekeeping, nomenclature, accessibility (fonts) and minor modifications, to enable updated documents to be published on the website ready for September 2024.

2. A review of substantial amendments required, taking advice and feedback from Faculty members and the Faculty Administration Office, regarding processes – which will follow the first phase.
- 8.4 The Contention, Quality and Student Engagement Officer talked through the changes made to the policies and Codes of Practices.
- 8.5 Senate ENDORSED and APPROVED the above seven policies and Codes of Practices’, which had been recommended and endorsed by AEC.
- 8.6 It was NOTED that a further batch of first phase policies and Codes of Practice would be presented in the summer for Chair’s Action ready for September 2024.
- 9. Conferment of Academic Titles of Professor, Associate Professor, Senior Fellow and Fellow**
- 9.1 Members RECEIVED and NOTED the revised policy and procedure for ‘Conferment of Academic Titles of Professor, Associate Professor, Senior Fellow, and Fellow’.
- 9.2 The ExD:RKE NOTED that amendments had been recommended for consideration by the Reader and Professor Appointments Panel, May 2024, with reference to:
- Clarification of processes relating to Senior Fellows and Fellows;
 - Renewal of award;
 - Simplification of administrative processes; and
 - Feedback from applicants in the last cycle.
- 9.3 The ExD:RKE NOTED that the policy and procedure had been reviewed by the University Executive Group, Joint Consultation Committee, the Research & Knowledge Exchange Committee and Academic Enhancement Committee.
- 9.4 Senate ENDORSED and APPROVED the ‘Conferment of Academic Titles of Professor, Associate Professor, Senior Fellow, and Fellow’.
- 10. To Note: Senate Chair’s Actions**
- 10.1 Members NOTED and ACKNOWLEDGED the following Chair’s Actions that had been taken outside of the meeting since the last meeting of Senate in March 2024:
- 10.1.1 Record of Decision approval – taken on 16 April 2024:
- University Validation – Archaeological Specialist Apprenticeship.
- 10.1.2 Record of Decision approvals for Stamford College/University Centre Peterborough – taken on 11 June 2024:
- Programme Approval – Certificate in Education (Teaching Post-16 and Further Education).
 - Programme Approval – Professional Graduate Diploma in Education (Teaching Post-16 and Further Education).
- 10.1.3 Recommendation of the following policy to be progressed to University Council for approval at its meeting on 3 July 2024 – taken on 26 June 2024:
- Safeguarding Children and at-risk Adults.
- 10.1.4 Approval of the amended Regulatory Framework for the removal of “one resit” within all Regulations and Codes of Practice and replacing it with “two opportunities to re-submit” – taken on 2 July 2024.

11. To Note: Appointment of the Chief External Examiner

11.1 Members RECEIVED and NOTED the appointment letter and Curriculum Vitae of Professor Janet Lloyd from Manchester Metropolitan University, who has been appointed as Chief External Examiner from 1 September 2024.

12. To Note: Policy Approvals made by University Council

12.1 Members RECEIVED and NOTED two policies which had been approved by University Council at its meeting on 3 July 2024:

- Safeguarding Children and at-risk Adults; and
- Code of Practice for Freedom of Speech.

13. Minutes of Meetings of Subcommittees of Senate

13.1 Academic Enhancement Committees held on 26 June 2024

Senate RECEIVED and NOTED the minutes from the Academic Enhancement Committee meeting held on 26 June 2024.

13.2 People and Inclusion Committee

Senate NOTED that no meetings of the People and Inclusion Committee had been held since the last meeting in February 2024.

13.3 Access and Participation Committee held on 29 April 2024

Senate RECEIVED and NOTED the minutes from the Access and Participation Committee meeting held on 29 April 2024.

14. Any Other Business

14.1 Doctoral Regulations Update

14.1.1 The ExD:RKE NOTED that BGU's revised doctoral regulations had been approved by Leicester's PG Sub-Committee, with the expectation that they will be approved in turn by their Senate. The Doctoral Office was content for us to apply the new regulations from 2024-25.

14.1.2 The ExD:RKE NOTED that Leicester's Doctoral College was looking to work on some further and very helpful regulatory developments through 2024-25, with view to implementation from 2025-26. BGU will work in parallel to reflect these in our regulations, as they emerge and are confirmed.

15. Dates of Next Meeting

- 15.1
- Wednesday 27 November 2024

The Chair NOTED that this Senate meeting would be her final meeting and gave personal thanks to members for all their hard work, support, attendance and discussion and wished members a very relaxing summer break.



Signed by the Interim Chair:

 Dr Nick Gee

_____ 27 November 2024 _____
 Date