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**SENATE**

**MINUTES OF THE MEETING HELD ON WEDNESDAY 27 NOVEMBER 2024  
2PM IN THE EXECUTIVE MEETING ROOM**

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<b>Members</b>	Dr Nick Gee Tom Dannatt Dr Claire Thomson Professor Andrew Jackson Dr Sacha Mason  Professor Jack Cunningham Max Gordon Kymberley Gill MJ Sykes  <u>Faculty Representation</u> Dr Matt Dunn Dr Clare Wheat-Gooing Janet Atkinson Stefan Fusenich	Executive Dean of Faculty ( <b>Interim Chair</b> ) Deputy Vice Chancellor (Operations) Executive Dean for Teaching, Learning & Student Success Executive Dean for Research & Knowledge Exchange Academic Staff Member of University Council and Head of Programmes: Education, Health and Lifelong Learning Professoriate/Reader Representative Students' Union President, 2024/25 Students' Union Vice President, Education 2024/25 Undergraduate Student Representative  Head of Programmes: Initial Teacher Education Member of Academic Staff from the Faculty Member of Academic Staff from the Faculty Member of Academic Staff from the Faculty
<b>Minutes</b>	Leanne Chancellor	Head of the Vice-Chancellor's Office

It was NOTED that in the absence of the Vice-Chancellor, the Executive Dean of Faculty would become the Interim Chair of Senate.

The Interim Chair thanked members for their attendance for the first Senate meeting of the academic year 2024/25.

The Interim Chair NOTED that Senate was the most senior academic committee of the University and reports directly to the University Council for matters of academic governance.

**1. Apologies**

**1.1 Apologies were received from:**

- Professor Caroline Horton, Professoriate/Reader Representative.

## **2. Minutes of Previous Meeting**

### **2.1 Senate – 10 July 2024**

The minutes of the Senate meeting held on 10 July 2024 were CONFIRMED as a fair and accurate record, and the Chair was authorised to sign them.

## **3. Matters Arising**

3.1 Senate NOTED that there were no matters arising or actions outstanding from the meeting on 10 July 2024.

### **3.2 Any Other Matters**

#### **3.2.1 Approval of Doctoral Regulations from University of Leicester**

The Executive Dean for Research & Knowledge Exchange (ExD:RKE) NOTED that Dr Alex Goddard, Doctoral College, University of Leicester, on 30 October 2024, confirmed that Doctoral Regulations had achieved all necessary approvals for implementation in 2024/25, with the proviso that there may be future minor amendments.

## **4. Review Terms of Reference and Membership for 2024/25**

4.1 Members RECEIVED and NOTED the Senate membership and Terms of Reference (ToR) for 2024/25.

4.2 It was NOTED that from 22 April 2025, the new Vice-Chancellor, Dr Andrew Gower, would become the Chair of Senate and Dr Nick Gee, Executive Dean for Faculty would step back from Interim Chair and become Deputy Chair.

4.3 Senate was CONTENT to APPROVE the membership and ToR for 2024/25.

## **5. To Note – Key Decisions from University Council**

5.1 The Academic Staff Member of University Council, noted the following key items were received at:

- 5.1.1
  - the University Council meeting held on 22 November 2024:
    - Council received an update on the Critical Path 2 and the Quarter 1 Budget.
    - Council approved the wording to the University's Tuition Fee Policy, following the Government's announcement of fee changes.
    - Council approved the Prevent Accountability and Data Return 2023/24 for submission to the OfS.
    - Council received the BG (Lincoln) Ltd accounts for 2023/24.
    - Council received the Audit Committees Annual Report 2023/24.
    - Council approved the University Annual Report and Financial Management Accounts for 2023/24.
    - Council received the Remuneration Annual Report for 2023/2024.
    - Council received an update from the Students' Union President.
    - Council approved the two Diocesan Representatives, which were selected through the Diocesan Search and Nominations Committee - Rev'd Simon Jones, Dean of Lincoln Cathedral and Rachel McLafferty, Strategic Programme Manager for the Lincoln Diocese, who will commence their role from 26 November 2024.

- Council noted the following from the various Council Committee meetings:
- Risk Assessment Management Policy, which was approved by Audit;
  - End of Quarter 1 Risk Register;
  - The submitted Access & Participation Plan 2025-2029; and
  - The annual Contention Report.

## 6. To Note/For Information:

### 6.1 Submitted Access and Participation Plan (APP) 2025/2029 and Students' Union Submission

6.1.1 The Executive Dean for Teaching, Learning & Student Success (ExD:TLSS) CONFIRMED that following the University Council's Extraordinary Academic Assurance Committee meeting on 19 September 2024 (where the committee thoroughly reviewed the Access & Participation Plan (APP) ), the APP 2025/29 was submitted to the Office for Students (OfS) ahead of its deadline of 1 October 2024.

6.1.2 The ExD:TLSS NOTED that the OfS had confirmed that they had received the submission.

6.1.3 The ExD:TLSS NOTED that the APP submission included the following:

- the APP Submission for BGU;
- the Students' Union submission – that verifies that they have been involved in the development of BGU's plan and that they feel it is accurate; and
- the FIT document (fees, investment and targets).

6.1.4 The ExD:TLSS NOTED that the APP is driven by the OfS and is a key piece of our regulatory compliance. The APP is required as part of our institution's registration to be able to charge the higher fee level. It was NOTED that if the institution did not succeed with an approved APP, delivering it or have not engaged with the process, BGU would only be able to charge the lower fee level.

6.1.5 The ExD:TLSS NOTED the five key intervention strategies (TOCs) as a whole institutional approach, which had been agreed were correct for the institution:

1. Aspiration Raising Intervention;
2. Contextual Offers Intervention;
3. Continuation and Retention Strategy;
4. Enhanced Personal Tutoring Intervention; and
5. Graduate Attributes Framework (GAF) Enhancement.

6.1.6 The ExD:TLSS NOTED that the OfS had been in contact to raise two questions:

1. BGU's fees following the Government announcement regarding the increase in university fees – which following University Council's meeting on 22 November 2025 was approved to increase the fee for new students; and
2. A finance query – which following advice from the Finance Team has now been resolved.

6.1.7 It was NOTED that BGU should receive final feedback in December 2024 (earliest).

6.1.8 The Interim Chair gave THANKS to the ExD:TLSS, the Head of Student Success and their team, along with the Students' Union.

## 6.2 2024 NSS, BGUSSS & Graduate Outcome Survey Results Summary Report

6.2.1 Members RECEIVED and NOTED the 2024 NSS, BGUSSS and Graduate Outcomes Survey Results Summary Report.

6.2.2 The ExD:TLSS NOTED the following highlights from the report:

### NSS:

- Fantastic set of results, with a strong student satisfaction in seven areas (to note: 146 HEIs):

<b>Theme</b>	<b>NSS2024</b>
Teaching on my course	92.1% (5th)
Learning opportunities	91.8% (1st)
Assessment and feedback	90.6% (1st)
Academic support	94.3% (1st)
Organisation and management	80.9% (22nd)
Learning resources	93.2% (1st)

- Areas to improve across the institution:
  - Response rates to increase and maintain above 80%.
  - Organisation and Management focusing on better communications about changes to course delivery.
  - Student Voice, specifically closing the feedback loop and letting students know directly how we have responded to their feedback.

### BGUSSS:

- The overall response rate rose from 33.0% in 2023 to 38.0%. This is 5% points higher than for any BGUSSS since Covid.
- Whilst the 726 responses provide a sound foundation for evaluation, we would want to improve response rates to 40%+.

### Graduate Outcomes:

- The 2024 Graduate Outcomes results were published in June 2024 and records the activities of the 2021/22 graduating cohort during the census week 15 months after they completed their studies.
- For the 2021/22 graduating cohort, a total of 92.1% of respondents stated that they were either in employment or further study. This is slightly up on the previous years' cohort with 91.5%.
- Of these graduates entering employment, more than three-quarters of them are entering high-skilled employment (76.5%).

6.2.3 The Interim Chair gave THANKS to all the teams for pulling together all of the NSS, BGUSSS and Graduate Outcomes data.

6.2.4 The ExD:TLSS NOTED that Survey's Week commences from 27 January 2025.

6.2.5 The Deputy Vice-Chancellor (Operations) (DVC) NOTED that banks and external funding agencies are now starting to review these results to support applications.

## 6.3 Annual Contention Report

6.3.1 Members RECEIVED and NOTED the annual Student Contention Report 2023-24, which was written by the Quality, Contention & Student Engagement Officer, Connor Short (CS).

6.3.2 The ExD:TLSS NOTED that the reporting period of this report was from 1 September 2023 to 1 September 2024 – but NOTED that CS had started his role halfway through this report (1 May 2024).

6.3.3 The ExD:TLSS NOTED that based on the number of cases reported to the Office of the Independent Adjudicator (OIA) and the analysis of the student contention matters highlighted in the attached report, the risk of failure based on the OfS Conditions was low.

6.3.4 The ExD:TLSS HIGHLIGHTED the following from the report:

- Work was completed on a new complaint process, practice and policy, which has been completed and working well.
- 47 Contention issues were raised with the University in the form of complaints – this figure was below sector average, but was NOTED it was high for an institution of BGU's size.
- 38 were fully processed as completed cases
- Of those 38, 3 cases were escalated to the Formal Stage (Stage Two), 1 case was escalated to Formal Review (Stage Three), and 3 cases have been passed on to other more appropriate processes such as Student Disciplinary.
- The total number of recorded instances of Academic Misconduct within 2023-24 was 63 – this is over double the overall total number of recorded cases for the last 10 academic years. It was NOTED that this rise could be attributed to the introduction of the "Turn It In AI Detection Tool".
- The total number of Academic Appeals across 2023-24 was 13 – this was consistent with the numbers tracked across the last 10 academic years and results in a .1% increase compared to 2022-23.
- Of these 13 cases, 3 were rejected and 10 were upheld – 39% originated from FdY, 8% from L4, 30% from L5 and 23% at L6.

6.3.5 The Interim Chair gave THANKS to CS for all his work on revolutionising the complaints process and creating a more informative tracker for recording which feels very secure.

## **7. Programme Closures and Suspensions (recommended by Faculty Executive Group (FEG) )**

### **7.1 Programme Suspensions:**

7.1.1 Members RECEIVED and NOTED the proposal forms to suspend the following programmes until Sept 2026 intake:

- BSc (Hons) Environmental Psychology.
- BA (Hons) Counselling Practitioner.

7.1.2 Senate APPROVED and SUPPORTED the SUSPENSIONS of the above two programmes.

### **7.2 Programme Closures:**

7.2.1 Members RECEIVED and NOTED the proposal forms to close the following programmes:

- MA in Professional Practice with Children, Young People and Families
- BSc (Hons) Applied Health and Wellbeing and BSc (Hons) Applied Health and Wellbeing with Foundation Year
- MSc Mental Health Wellbeing and Resilience
- BA (Hons) Childhood, Youth and Community Studies

7.2.2 Senate APPROVED and SUPPORTED the CLOSURE of the above four programmes.

## **8. To Note Senate Chair's Actions Since the Last Meeting**

### **8.1 Chair's Actions:**

8.1.1 Members NOTED and ACKNOWLEDGED the following Chair's Actions that had been taken outside of the meeting and signed off by Professor Karen Stanton:

- Approval of Youth Worker Apprenticeships (16.07.24)
- Approval of Project Worker Apprenticeship (18.07.24)
- Approval of RoD for Lincoln College CertHE Digital Learning Design (Desktop) (22.07.24)
- Approval of RoD for FdA Primary Teaching Studies (Desktop) (22.07.24)
- Approval of Recommendations for Academic Integrity Group (21.08.24)
- Approval of Codes of Practices, Regulations & Policies (21.08.24)
- Approval of Second Review of Regulations (30.08.2024)

8.1.2 Members NOTED and ACKNOWLEDGED the following Interim Chair's Actions that had been taken outside of the meeting and signed off by Dr Nick Gee:

- Approval of the Revised Admissions Complaints Policy (12.09.24)
- Acknowledgement of the Uni of Leicester Approval for BGU's Code of Conduct & Regulations for Research Degrees (16.09.24)
- Approval of CoP for External Examining and CoP for the Conduct of Examiners (17.10.24)

## **9. Minutes of Meetings of Subcommittees of Senate**

### **9.1 Academic Enhancement Committees held on 16 October 2024**

Senate RECEIVED and NOTED the minutes from the Academic Enhancement Committee meetings held on 16 October 2024.

Members also RECEIVED and NOTED the final ToRs for the Academic Enhancement Committee for 2024/2025.

### **9.2 People and Inclusion Committee held on 15 October 2024**

Senate NOTED that a meeting of the People and Inclusion Committee had not been held since the last meeting on 15 October 2024.

Members also RECEIVED and NOTED the final ToRs for the People and Inclusion Committee for 2024/2025.

### **9.3 Access and Participation Committee**

It was NOTED that the Access and Participation Committee had not met since the last meeting of Senate.

## **10. Any Other Business**

### **10.1 To Note the Call for Honorary Doctorate and Fellowship Awards – for Graduation 2025**

The Head of the Vice-Chancellor's Office INFORMED members that the call for recommendations for Honorary Doctorates and Fellowships Awards for 2024/25 had been announced with the deadline for nominations on 14 February 2025.

**11. Dates of Next Meeting**

- 11.1
- Wednesday 19 March 2025

The Chair gave thanks to Senate for their attendance and discussion.



Signed by the Interim Chair:

\_\_\_\_\_   
 Dr Nick Gee

\_\_19 March 2025\_\_

Date