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SENATE

MINUTES OF THE MEETING HELD ON WEDNESDAY 17 MAY 2023  
2PM VIA MS TEAMS

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<b>Members</b>	Rev Canon Professor Peter Neil	Vice-Chancellor ( <b>Chair</b> )
	Professor Scott Fleming	Deputy Vice-Chancellor
	Dr Stephanie Gilluly	Registrar and University Secretary
	Dr Robert Boast	Pro Vice-Chancellor (Students)
	Dr Nick Gee	Dean of Faculty
	Dr Sacha Mason	Academic Staff Member of University Council and Head of Programmes: Education, Health and Lifelong Learning
	Dr Caroline Horton	Professoriate/Reader Representative
	Dr Jack Cunningham	Professoriate/Reader Representative
	Dr Andrew Jackson	Head of Research
	Connor Short	Students' Union President, 2022/23
	Emily Alden	Students' Union Vice President, Education 2022/23
	Robyn Jackaman	Doctoral/Postgraduate Student Representative
	<u>Faculty Representation</u>	
	Dr Matt Dunn	Head of Programmes: Initial Teacher Education
	Dr Clare Wheat-Gooing	Member of Academic Staff from the Faculty
	Stefan Fusenich	Member of Academic Staff from the Faculty
	Janet Atkinson	Member of Academic Staff from the Faculty
<b>Minutes</b>	Leanne Chancellor	Secretariat, Graduation & Governance Manager

The Chair thanked members for their attendance at the fourth Senate meeting of the academic year 2022/23.

**1. Apologies**

- 1.1 Apologies were received from:
- Steven Senrasan, Undergraduate Student Representative.

**2. Minutes of Previous Meeting**

2.1 Senate – 1 March 2023

The minutes of the Senate meeting held on 1 March 2023 were CONFIRMED as a fair and accurate record, and the Chair was authorised to sign them.

### **3. Matters Arising**

#### **3.1 Action Table – 1 March 2023**

Senate RECEIVED an updated action table from the meeting on 1 March 2023 and NOTED the following:

##### **3.1.1 To Approve the Following Proposed Programme Closures and Suspensions Following the Meeting of the Portfolio Management Group (PMG) on 24 February 2023 (Refers to minutes 6.1.3 and 6.2.1)**

It was NOTED that the Quality Office had actioned the five approved programme suspensions and the four programme closures following approval at Senate on 1 March 2023.

##### **3.1.2 Research – to invite Senate to see the material that went into the recent Monitoring Returns for KEF3 (Refers to minute 13)**

To be discussed under item 5 of the agenda.

#### **3.2 Any Other Matters**

##### **3.2.1** There were no further matters to be raised.

### **4. Update on the Access and Participation Plan**

#### **4.1** The Pro Vice-Chancellor (Students) (PVC) provided members with an update on the Access & Participation Plan (APP).

#### **4.2** It was noted that on 29 March 2023, the Office for Students (OfS) circulated its response to the consultation and the new guidance.

#### **4.3** The PVC noted that there were no significant changes and highlighted the following:

##### **4.3.1 Consultation response:**

- The OfS are seeking 40 volunteer HEIs to conduct the pilot phase in summer 2023 for 2024/25 onwards.
  - The PVC noted that BGU would not be volunteering for this pilot stage.
- The main phase would then have other HEIs submitting their APPs in spring/summer 2024 for 2025/26 onwards.
  - The PVC noted that BGU would create a new four-year plan for approval.
  - Plans can be adjusted by provider within the four years, or the OfS could require early resubmission for non-compliance with stated commitments.

##### **4.3.2 Risks to Equality of Opportunity (REoO)**

- Some students are less likely to have had equal opportunity to access the resources needed for a high-quality education than others. This may limit their chances to acquire the knowledge and skills needed for successful higher education participation.
- OfS expects a provider to identify risks to equality of opportunity by examining its data for indications of risk.
- Student groups that may be likely to be targeted for intervention include (but not limited to):
  - Students in receipt of free school meals.
  - Students with certain characteristics, including care experienced students, estranged students, and students from Roma, Gypsy and Traveller communities.

- Students with a protected characteristic identified by the Equality Act 2010
- Students who experience multiple barriers to higher education or who are identified when looking at intersections of characteristics.

The PVC noted that the OfS' sector wide evaluation of risks, the Equality of Opportunity Risk Register (EORR) provided context:

- the risk posed to fair access and successful participation by knowledge, skill and attainment gaps emerging across childhood by making meaningful and effective contributions to supporting schools to raise pre-16 attainment.
- how they can expand and promote diverse and flexible pathways and provision.
- how they can improve the mental health of students.

It was noted that the EORR would be continually updated, but approved APPs did not have to be continually updated.

#### 4.3.3 What is required:

- A 30-page (maximum) plan for 2025/26, including:
  - Introduction / strategic aim.
  - REoO.
  - Objectives.
  - Intervention strategies / expected outcomes.
  - Targets.
  - Whole provider approach.
  - Student consultation.
  - Evaluation plan.
  - Investment.
  - Provision of information to students.
  - Annex A – assessment performance.
- Supporting documents, including fees, investments and targets.
- Student submission.
- Post assessment plan summary, as a non-expert, multi-format/media.

#### 4.3.4 The PVC noted the principles:

- A student focus – the interests of students (especially those who are at risk of not experiencing equality of opportunity) come first.
- Continuous improvement in outcomes and practice which underpins outcomes by:
  - Addressing the greatest risks to equality of opportunity in student access, success and progression for student groups among a provider's own students and at sector level.
  - Improving practice – e.g. through robust evaluation and sustained engagement with schools and with employers.
- Proportionality and targeting. Expectations of a provider are related to its context and capacity for activity, which in turn is related to the scale of its higher education activities.

The PVC noted that the judgement about whether a plan, or element of a plan, is sufficiently ambitious and credible for approval, is dependent on:

- The nature of a provider's plan and whether they are likely to generate improvement for the risks to equality of opportunity identified.
- A provider's size and turnover, mission, level of higher fee income from qualifying students, and the plan considered as a whole.
- A provider's track record of taking all reasonable steps to comply with the provisions of its plan, and whether the provider was previously able to make expected progress against targets.

- Whether or not levels of forecasted investment demonstrate that it will invest sufficient additional resource to deliver the provisions of its plan.

#### 4.3.5 Next Steps

- AEC commissioned for the Access & Participation Committee to plan and develop submission for Spring 2024 at its meeting on 3 May 2023.
- This plan needs commitment/time from departments such as Admission/Recruitment, Faculty, Schools Outreach, Partnerships, Data, Research and Finance.

4.4 The PVC noted that an APP Update would become a 'standing item' on the AEC agenda and proposed that it also becomes a 'standing item' on the Senate agenda to present updates on progress.

4.5 The Chair NOTED that the APP was integral to what BGU does and is part of what we are as an institution and do this as a matter of our core business.

4.6 The Chair gave thanks to the PVC for his work on this.

### 5. **Research Update**

The Head of Research noted that KEF3 (2019-22) Returns comprise the key external reports that reflect how BGU expresses the Knowledge Exchange component of the University's mission and function.

#### 5.1 To Receive and Note the KEF 3 (2019-22) Returns

Members RECEIVED and NOTED the following documents that were submitted for the KEF3 (2109-22) Return:

- Institutional Template
- Public and Community Engagement Template
- Local Growth and Regeneration Template.

5.1.1 The Head of Research noted that the KEF Return was submitted in March 2023 and is then addressed every three years. We will have an opportunity to update data and the templates.

#### 5.2 To Receive and Note the UKRI R&KE Allocations (2021-22)

Members RECEIVED and NOTED the following Monitoring Report documents that were submitted for the UKRI R&KE Allocations:

- Enhancing Research Culture Fund, Policy Support Fund, Research
- Participation Fund Monitoring Return
- Small Providers Fund Monitoring Return document
- Small Providers Fund Monitoring Return spreadsheet.

5.2.1 The Head of Research noted that the Monitoring Returns against the forecasted annual allocation of approx. £370K to promote Knowledge Exchange and related research and student engagement.

5.2.2 It was noted that all of the above documents reflect the strengths BGU has in the work of BG Futures and LORIC, especially around local growth, regeneration, business engagement and Faculty centred areas of expertise such as, Archaeology Field School, autism work and Black Lives Matter.

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- 5.3 The Head of Research noted that the documents can be used as a useful point of reference for key planning such as, Research Degree Awarding Powers (RDAP), Research Excellence Framework (REF), Annual Monitoring and Academic Health.
- 5.4 The Head of Research noted that in terms of the year ahead, it was not thought that we would receive £200K as previously, but it was hoped we would receive the £170K of Knowledge Exchange funding, and the pro-rata increases of QR funding, which seems consistent with the Government ambitions.
- 5.5 The Chair gave thanks to the Head of Research for all his work on this and putting all the documents together.
- 5.6 The Deputy Vice-Chancellor (DVC) noted that BGU currently had one Research Knowledge Transfer Partnership (KTP), with another two pending outcomes in July 2023. KTPs are a growing area of Knowledge Exchange for BGU and have multiple benefits. It was noted that Linette Wallace, Business Development Officer (KTP), was keen to get academics involved, as their support and supervision was required to secure them.
- 6. Update on Portfolio Review**
- 6.1 The DVC updated members on the draft interim report for portfolio review.
- 6.2 The DVC noted that University Council, via the Strategic Oversight Group, commissioned a review of the academic portfolio and the decision was taken to complete this in two phases.
- 6.2.1 The first phase was an evidence-based summary of academic health based on the following criteria:
- Recruitment of students
  - Student satisfaction through NSS and BGUSSS
  - OfS B3 Conditions of Registration
    - Continuation
    - Completion
    - Progression
  - Research
  - Knowledge Exchange
  - Collaborative Partnerships
  - International.
- 6.2.2 The DVC noted that there were other criteria that could have been included, but this list reflected the strongest indicators of academic health currently. It was noted that each criterion was RAG-rated, and two numerical indices were then applied – the first was a straightforward average of performance against the criteria, and the second was linked to a multiplier for those aspects of academic health that might yield financial benefit to BGU.
- 6.2.3 The DVC noted that the application of numerical indices had been based on:
- All criteria weighted equally.
  - Multiplier applied.
  - Rank order prepared.

- All programmes that are only 'adequate' or less than 'adequate' overall were in scope for phase two of the review.
- All portfolios are affected.

6.2.4 The DVC noted that the interim portfolio review would be presented to the Academic Assurance Committee (a committee of University Council and Senate) on 23 May 2023, and pending approval, a series of 'deep dives' into programmes would then be undertaken to examine more carefully the following:

- Factors explaining performance
- Trajectory of performance
- External environment
- Co-dependencies
- Esteem indicators
- Links to pipeline from Foundation Year
- Reputational risk
- Unintended consequences.

6.2.5 The DVC noted the next steps coming from the 'deep dives':

- Address any remedial action(s) and to make good any short comings
- Continued monitoring of on-going performance
- If programmes failed to make any improvement, then a review to suspend or discontinue the programme.

6.3.6 The DVC gave thanks to the PVC, the Dean of Faculty and the Data Team in helping to prepare the first phase – there has been a lot of work behind the scenes.

6.3.7 The Academic Staff Member of University Council and Head of Programmes (HoP): Education, Health and Lifelong Learning noted her observations and considerations about the context in which the review currently sits as it was a changing one, for example:

- The NSS was about to remove the 'not sure' element in the Likert Scale, which could illicit quite different results for some programmes.
- The growth plan that has been put in place this academic year has not had a full cycle of recruitment, and it was hoped that we were on the cusp of transforming some of those opportunities.
- With the new Curriculum Framework there were also opportunities for 'optionality', and we have not had the chance to progress this.

6.3.8 The DVC noted that in the 'deep-dive' exercise it was hoped to explore some of the themes and issues raised.

## **7. To Approve the Following Proposed Programme Suspensions Following the Meeting of the Portfolio Management Group (PMG) on 24 April 2023 (which were identified in February 2023)**

7.1 The Chair REMINDED members that in terms of numbers, the minimum number we would expect as a baseline on a Single Honours programme was 15 and on a Joint Honours was 30.

- 7.2 Members RECEIVED and NOTED the proposal forms to **suspend** the following programmes:
- BA (Hons) Music and Musicianship (for one year to September 2024)
    - To note, Foundation Year version of programme will not recruit until 1 year after the first L4 cohort, i.e. September 2025
  - BA (Hons) SENDI and Music (for one year to September 2024)
    - To note, Foundation Year version of programme will not recruit until 1 year after the first L4 cohort, i.e. September 2025
  - BSc (Hons) Maths, Computing and Data (for one year to September 2024)
    - To note, Foundation Year version of programme will not recruit until 1 year after the first L4 cohort, i.e. September 2025
  - BSc (Hons) Environmental Psychology (for one year to September 2024)
    - To note, Foundation Year version of programme will not recruit until 1 year after the first L4 cohort, i.e. September 2025

7.3 The PVC NOTED that recruitment to Foundation Year entry to these programmes would continue to be suspended because recruitment to the direct three-year programmes was low. The Foundation Year entry will be reviewed again once there is evidence that the recruitment to the direct three-year programme has increased.

7.4 Senate APPROVED the SUSPENSIONS of the above four programmes.

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

8.1 The Academic Staff Member of University Council, noted the following key items were received at the University Council meeting held on 22 March 2023:

- Council received the Quarter 2 Financial Outturn
- Council received an update on the Riseholme Road Project development
- Council received an update on the UCU Industrial Action
- Council received the Students' Union President's Report which included information on new schemes, such as, 'Not a Luxury' and work that had been completed to address the cost of living
- Council approved the following policies:
  - Menopause Policy
  - Sustainable Food Policy
  - Whistleblowing Policy
  - Health & Safety Policy.
- Council approved the following statements:
  - Degree Outcome Statement
  - Research Integrity Statement.
- Council approved the four new member appointments onto University Council:
  - Rebecca Crooks
  - Kate Truscott
  - Julia Chippendale
  - Alison Brown.

- 9. Academic Enhancement Committee Approved Policies, Regulations and Codes of Practice**
- 9.1 Senate RECEIVED, ENDORSED and APPROVED the following policies, which had been recommended and endorsed by AEC:
- Student Transport, Accommodation & Subsistence Policy.
  - Careers Policy.
- 9.2 Senate RECEIVED, ENDORSED and RECOMMENDED the following policy to University Council, which had been recommended and endorsed by AEC:
- Freedom of Speech Policy.
- 9.2.1 The Registrar & University Secretary (R&US) noted that one of the main sections for amendment in the policy (section 3.7) was reviewed at AEC. It was noted that the R&US has had a subsequent conversation with BGU's solicitors, Shakespeare Martineau, and they have recommended that in section 3.7 as opposed to saying "all staff" it should state "all its academic staff" – a technicality around how the legislation applies to academic freedom.
- 9.2.2 The R&US noted that with the exception of the above, the solicitors have validated that the correct procedure would be to get the policy in place, even though the Act receives Royal Assent on 11 May 2023, as they are expecting further guidance to be circulated over the next 12 months via the OfS. It was noted that BGU can amend the policy within this period should it be required.
- 9.2.3 The DVC sought clarification about an operational definition of academic staff – i.e. staff on academic contracts or those members of staff from the Faculty.
- The R&US confirmed that her understanding was that it was staff on academic contracts.
- 10. Records of Decisions**
- 10.1 University Validation – FdA Primary Teaching Studies  
Senate RECEIVED and NOTED the Record of Decision for the University Validation for FdA Primary Teaching Studies
- 10.2 University Validation - BA (Hons) Health and Wellbeing in Early Childhood  
Senate RECEIVED and NOTED the University Validation for BA (Hons) Health and Wellbeing in Early Childhood.
- 10.3 University Validation - BSc (Hons) Mathematics, Computing & Data Science  
Senate RECEIVED and NOTED the University Validation for BSc (Hons) Mathematics, Computing & Data Science.
- 10.4 Desktop Validation - Suite of New Programmes from Existing Joints:
- BA (Hons) Sociology and Sport
  - BA (Hons) SENDI and Sport
  - BA (Hons) SENDI and Sociology
  - BA (Hons) SENDI and Early Childhood Studies
- Senate RECEIVED and NOTED the Desktop Validation for the suite of existing joint programmes, as listed above.



- 10.5 University Validation - BA (Hons) Applied Health and Wellbeing  
Senate RECEIVED and NOTED the University Validation for BA (Hons) Applied Health and Wellbeing.
- 10.6 Revalidation and Programme Approval – FdA professional Practice in SEND (Grantham College)  
Senate RECEIVED and NOTED the University Validation for FdA professional Practice in SEND (Grantham College).
- 10.7 University Validation – BA (Hons) Criminology and BA (Hons) Criminology with Foundation Year  
Senate RECEIVED and NOTED the University Validation for BA (Hons) Criminology and BA (Hons) Criminology with Foundation Year.
- 10.7.1 The PVC noted that a query was received that one of the conditions related to whether an enhanced DBS was required prior to admissions – as it was noted that the programme had been advertised with not requiring an enhanced DBS, and we cannot change the offer that has been advertised.
- 10.7.2 The PVC noted that the RoD had been revised to reflect that the team have considered the DBS requirement which will not be required for entry at this stage. This will be reviewed in terms of what this will mean for placements.
- 10.7.3 Senate was CONTENT for the Chair to sign the amended RoD via Chair's Action.
- 11. To Note Senate/AEC's Chair's Actions – taken in between meetings**
- 11.1 Members received and noted the following AEC Chair's Actions:
- Memorandum of Understanding (MoU) for Probationary Validated Partnership.
  - Code of Practice for Collaborative Provision.
  - ICON College Approval for Business Studies Delivery.
  - Programme Approval for BA (Hons) Health & Social Care (ICON College).
  - Validation of BA (Hons) Business Studies and BA (Hons) Business Studies with Foundation Studies.
- 12. Minutes of Meetings of Subcommittees of Senate**
- 12.1 Academic Enhancement Committee held on 3 May 2023  
Senate RECEIVED and NOTED the minutes from the Academic Enhancement Committee meeting held on 3 May 2023.
- 12.2 People and Inclusion Committee held on 23 February 2023  
Senate NOTED that the next meeting of the People and Inclusion Committee was scheduled for 6 June 2023
- 12.3 Access and Participation Committee held on 27 March 2023  
Senate RECEIVED and NOTED the minutes from the Access and Participation Committee meeting held on 27 March 2023

### 13. Any Other Business

#### 13.1 Announce the Confirmed Honorary Doctorate and Fellowship Awards for Graduation 2023

The Chair NOTED that he was pleased to report the following acceptances for the Honorary Awards at Graduation 2023:

##### *Honorary Doctorate:*

- Claire and James Birch
- Charles Cormack
- Dame Judith Mayhew-Jonas
- Alison Weir.

##### *Distinguished Fellowship:*

- Hannah Spencer
- John O'Donoghue.

#### 13.2 BPS Accreditation Visit

The Chair noted his CONGRATULATIONS to the Psychology Team and the HoP: Education, Health and Lifelong Learning for the very successful BPS Accreditation visit on 16 May 2023 and its re-approval.

The Senate Reader Representative (Psychology) noted that the visit was warm and supportive, and all members are feeling relieved.

#### 13.3 Graduate Outcomes

The Chair noted that this would be discussed at a future meeting of Senate when the results are not embargoed.

#### 13.4 Confirmed Students' Union President and Vice President (Education)

The Chair NOTED that following the Students' Union election, he was pleased to share the outcome that both Connor Short and Emily Allden were re-elected for 2023/24.

### 14. Dates of Future Meeting(s)

- 14.1
- Wednesday 19 July 2023
    - For July 2023 – the REF2028 initial decisions – if they have been received.

The Chair gave thanks to Senate for their attendance.



19 July 2023

Signed by the Chair:

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Revd Canon Professor Peter Neil

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Date