



Minutes

SEN21-M4

Minutes of the meeting held on 10 November 2021.

Attendance

	Nick Jennings	
Kerri Akiwowo	Lisanne Gibson	Maria Nieswand
Hemaka Bandulasena	Jan Godsell	David O'Hare
Ksenia Chmutina	Mey Goh (ab)	Joao Oliveira (ab)
Alex Christiansen	Richard Hodgkins	Elizabeth Peel
Steve Christie	Eef Hogervorst	Valerie Pinfield
Marcus Collins	Eugenie Hunsicker	Shahin Rahimifard
Paul Conway	Caroline Kennedy-Pipe	Catherine Rees
Malcolm Cook (ab)	Mark Lewis	Chris Rielly
Jennifer Cooke	Chris Linton	Steve Rothberg
Abigail Davis	Niels Lohse	Tzameret Rubin
Cees de Bont	Mariateresa Lombardo	Alister Smith
Varuna de Silva	Surya Mahdi	Robby Soetanto
Claudia Eberlein	Alex Marlowe	Rachel Thomson
Tony Edwards	Sarabjit Mastana	Duncan Walker
Fiona Ellis-Chadwick	Carolynne Mason	Emma Walton
Matt Frost	Freya Mason	
Dhruv Giridhari-Prasad	Andrew Morris	

In attendance:

Chris Dunbobbin, Jennifer Nutkins, Andy Stephens, Richard Taylor.

Apologies received from:

Malcolm Cook, Mey Goh, Joao Oliveira.

The Vice-Chancellor welcomed new members.

21/60 Business of the Agenda

Item 21/72.2 was unstarred.

21/61 Minutes

Senate confirmed the Minutes of the Ordinary meeting held on 16 June 2021 (**SEN21-M3**) and the Special meeting held on 10 March 2021 (**SEN21-M2**).

21/62 University Governance

SEN20-P75

62.1 Senate noted its Powers and Functions.

SEN20-P76

62.2 Senate received an update on the Effectiveness Review of Council. A report containing 31 recommendations had been considered, together with some proposed initial actions, at Council's meeting on 14 October 2021. Key themes included:

- i) The implementation of a number of straightforward actions for Council and, where applicable, Senate – e.g. the discontinuation of Special Agendas, and the piloting of a new paper template.
- ii) Changes to the University's structure of joint Council/Senate committees to make the best use of the time and expertise of lay members of Council.
- iii) Council's contribution to the EDI agenda in terms of the diversity and skillset of its membership and Council's governance role in this area.
- iv) Enhancements to the current assurance provided to Council by Senate relating to the maintenance of academic quality and standards.

Senate would be kept informed regarding the above developments. Senate members who wished to see the full report were invited to contact Jennifer Nutkins.

21/63 University Strategy

SEN21-P77

63.1 Senate considered an update on the development of the new University Strategy. The following points were highlighted:

- i) The working title of the new strategy was now "Creating New Futures. Together."
- ii) The strategy signalled a step-change in ambition in three areas: a greater focus on research and innovation; increased international reputation and profile; and explicit and authentic commitment to advancing equity, diversity and inclusion.
- iii) The strategy established three strategic themes around which the University would focus its activities: Sport, Health and Well-being; Climate Change and Net Zero; and Culturally Vibrant and Inclusive Societies. It was emphasised that these themes would need to be lived as an institution, as well as being projected externally.
- iv) It was not intended to grow the University's home undergraduate population significantly. However, consistent with the University's international ambitions, there would be plans to increase the number of international students at UG and PG level.
- v) The timeline included engagement with a range of stakeholders prior to approval of the overarching strategy by Council in March 2022. Senate would have a detailed discussion at its away day in January 2022. It was noted specifically that as many staff as possible would be included in the internal staff briefings scheduled for December 2021 and students would also be invited to input.

SEN21-P78

63.2 Key Performance Indicators

Senate considered updates to KPIs for reporting to Council. The University continued to be successful, maintaining a top 10 position in national league tables, but an increasing number of metrics were coming under pressure because of the University's high level of ambition and the significant uncertainties that existed within the sector. A prudent view had therefore been taken in maintaining the University's overall performance rating as amber. Four of the five strategic ambitions also remained rated as amber, although "a culture that delivers success" had moved from amber to green. The health and safety performance measure remained amber, in part due to the ongoing risk around covid-19 as winter approached. It was noted that capital project delivery had reduced during the Covid pandemic. Whilst all essential health and safety work had been delivered on time and had met cost, performance, and quality metrics, action would soon be required to avoid build-up of long-term maintenance projects and associated risks.

21/64 Health, Safety and Environment Committee

SEN21-P79

64.1 Senate received minutes of the meeting of Health, Safety and Environment Committee on 6 October 2021.

SEN21-P80

64.2 Senate considered Health and Safety Bulletins for June – September 2021. Attention was drawn to the University's Employee Assistance Programme. A new provider had been engaged, and was delivering an outstanding service, with excellent feedback being received. It was noted in discussion that arrangements had been made for doctoral researchers to have access to the programme as well as to Student Services.

21/65 Matters for Report by the Pro-Vice-Chancellor (Research)

SEN21-P81

Senate considered a report, including:

- i) Items considered at the Research Committee meeting in September 2021.
- ii) Research grant and contract performance for the full year 2020/21 (the data represented an excellent performance under difficult circumstances and all colleagues in Schools and Professional Services were thanked and congratulated for this achievement); and reflections on the five full academic years that had passed since the introduction of CALIBRE and the associated expansion of the Research Development Team (there had been impressive growth in new research awards and overhead recovery rates, particularly in the context of the pandemic).
- iii) Scholarly communications: The UKRI's new Open Access policy, in response to 'Plan S', would apply to UKRI-funded peer-reviewed research articles and conference papers submitted for publication from 1 April 2022 and to UKRI-funded monographs, book chapters and edited collections from 1 January 2024. It was noted in discussion relating to the ongoing Elsevier negotiations, that several Loughborough colleagues were engaged as editors for Elsevier.
- iv) Citation performance: There had been a concerted effort over the last 5 years to increase the citation performance of the University, and the most recent data showed good progress which it would be a priority to take significantly further under the new strategy.
- v) REF 2021: Individual institutions' results would be released under embargo on 9 May 2022, prior to all results being made public on 12 May 2022. A REF Review Working Group had conducted a comprehensive review and a draft report would be submitted to Research Committee later in November 2021.

21/66 Matters for Report by the Pro-Vice-Chancellor (Teaching)

SEN21-P82

66.1 Senate considered a report including student recruitment, quality assurance and policy, new programme development, and external sector policy. The following points were highlighted:

- i) The 2021-22 academic year had begun with a return to in-person teaching, and room capacities had been gradually increased, informed by local case rates, ventilation data, CO₂ monitors, and staff and student feedback. Very positive feedback had been received from students, and colleagues were thanked for their support.
- ii) Student Recruitment 2021: At undergraduate level, the determination of A-level grades by teacher assessment had presented challenges during confirmation week, and it was likely that the final intake of UK/EU and international students would be substantially over target. This had created significant pressure in some areas, and additional academic and professional service staffing resource had been made available. At PGT level, there had been some recovery in international student intake against target, particularly on the Loughborough campus, but it was likely that the final intake of home and international students would be below target albeit above financial planning assumptions.

- iii) Student Surveys: Loughborough had been placed 2nd in England, and 3rd in the UK for overall student satisfaction in the NSS 2021. In the 2021 PTES, Loughborough's overall satisfaction score was 82%. These were very good outcomes overall, but masked concerns around performance in the 'assessment and feedback' question banks for both surveys. Several actions had already been taken in response, including a communications campaign around the support available for online examinations, and a significant review of assessment practices at the University was being embarked upon, as part of a broader review of learning and teaching strategy post-Covid.
- iv) The Personal Best programme was continuing in curriculum for all Part A undergraduates.

SEN21-P83

66.2 On the recommendation of Learning and Teaching Committee, Senate recommended to Council for approval the Annual Assurance of Learning and Teaching for the 2021-22 Academic Year.

21/67 Matters for Report by the Pro-Vice-Chancellor (Enterprise)

SEN21-P84

Senate considered a report on issues discussed at Enterprise Committee; progress of the Zero-Carbon working group of the East Midlands Development Corp; the management of LUSEP; and enterprise applications and awards for Q4 2020/21. The following points were highlighted:

- i) Schools, under the leadership of ADEs and assisted by PDMs, had been compiling a prioritized record of their partners to facilitate the compilation of a University-wide Partnership Framework.
- ii) Since the last report, some 2019/20 projects had been retrospectively re-classified, which had resulted in changes to the year-end totals referred to in the Q3 and Q4 2020-21 versions of the report. In discussion, clarification was provided that straightforward UKRI projects would be classified under Research. It was agreed that a further, more detailed question relating to success rates would be addressed by Professor Eberlein outside of the meeting.

21/68 Pro Vice-Chancellor Portfolios

SEN21-P85

Senate considered proposals for amendments to the Pro Vice-Chancellor portfolios, prior to consideration at Council. The Vice-Chancellor had carefully considered the portfolios, in consultation with ALT and other groups, in the context of evolving thinking about the new University strategy, and the proposed revised portfolios were: Research and Innovation; Education and Student Experience; and Equity, Diversity and Inclusion. The following comments were noted in discussion:

- i) Job descriptions and person specifications would be produced for each PVC portfolio, in consultation with the EDI Sub-Committee and other relevant groups.
- ii) Further consideration would be given to how the new PVC portfolios related to senior management structures within Schools and Professional Services (particularly in relation to Associate Deans), and to committee structures, and Associate PVC roles.
- iii) Clarification was provided that while the commercial aspects of managing LUSEP would be the responsibility of the new Chief Financial Officer, academic leadership of LUSEP activities would fall primarily under the remit of the PVC(R&I).
- iv) Reassurance was provided that Knowledge Exchange activities would be included within the remit of the PVC(R&I).
- v) It was anticipated that the proposed PVC portfolios might change over time, and that specific PVC roles might be established/disestablished or reconfigured, subject to the prevailing view on the most effective means of achieving strategic goals.
- vi) It was intended that the PVC roles would operate together in an interconnected manner, and in conjunction with other key elements of the new strategy. Work to establish appropriate mechanisms for the provision of leadership in other key strategic strands including internationalisation and people and organisational development was ongoing, but it was not presently anticipated that specific PVC portfolios would be created for those areas at this stage.

- vii) The establishment of the PVC(R&I) role would provide an opportunity to consider new KPI metrics relating to the integration of research and innovation/enterprise activities.

It was noted at the end of the discussion that Steve Rothberg would be stepping down as PVC(R), and the University would therefore shortly be recruiting to the PVC(R&I) and PVC(EDI) roles. Senate offered its thanks to Professor Rothberg and noted that his significant contribution as PVC(R) would be formally marked in due course.

21/69 Matters for Report by the Provost and Deputy Vice-Chancellor

SEN21-P86

Senate considered a report. The following points were highlighted:

- i) Most of the discussion at recent meetings of ALT had centred on the development of the new University strategy.
- ii) The following points were noted in relation to the RTE academic promotion review, which had been discussed at ALT since the last Senate meeting:
 - a. The Provost would discuss the composition of the Review Group with colleagues representing the EDI Sub-Committee, and would consider information shared by the Sub-Committee as part of the Review Group's work.
 - b. Senate would have the opportunity to consider and comment on draft proposals in January 2022, prior to the final proposals being brought to Senate in March 2022.
- iii) The following issues had been considered by Operations Committee:
 - a. Significant additional resource had been allocated to academic and professional service staffing, and plans were being made for additional facilities on East Park, in response to the over-recruitment that had followed from the use of teacher assessed grades for A level results.
 - b. Additional funding had been released to bolster the staff resource available to support the University's EDI ambitions.
 - c. Targets for home undergraduate and PGT student recruitment for 2022 would remain at 2021 levels (excepting previously assumed growth on the London campus), while the international undergraduate target would be increased.
 - d. A 5-year financial forecast (to be approved by Finance Committee and Council before being submitted to OfS) had been endorsed by Operations Committee.

21/70 Honorary Degrees

SEN21-P87

Pursuant Statute XVIII and with the advice of Honorary Degrees and University Medals Committee, Senate agreed to make a recommendation to Council regarding persons to be invited to receive Honorary Degrees and University Medals at future Degree Congregations.

21/71 Matters for Report by the Vice-Chancellor

Senate received a verbal report on the following matters:

- i) The number of Covid cases within the University community remained low, and thanks were offered to all for helping to maintain this position.
- ii) An update was provided on industrial action relating to the USS pension scheme. A constructive Town Hall meeting had been held on 10 November 2021, and it was hoped that it would be possible to maintain a positive dialogue at Loughborough and to minimise the impact on students.
- iii) Andy Stephens would be leaving the role of Director of Finance at the end of January 2022 and was thanked for his substantial contribution to the University. The process for recruiting to the reconfigured role of Chief Financial Officer was at the long-list stage.
- iv) The Vice-Chancellor had sent an email to all students on 10 October 2021, relating to sexual violence, and the University continued to work closely with LSU and the police in relation to these and related issues including spiking.

21/72 Ethics Committee

SEN21-P88

72.1 Senate received minutes of the meeting of Ethics Committee on 5 October 2021.

SEN21-P89

72.2 Conflict of Interests Policy.

This item was unstarred to propose that the policy be considered by the University's diversity staff groups prior to being finalised. It was agreed that work would be undertaken with relevant colleagues over the following 2 weeks, then considered for approval by the Vice-Chancellor on behalf of Senate, before being taken to the Council meeting on 25 November 2021.

21/73 Minor Amendment to Regulation XXVIII (Pre-Sessional Study)

SEN21-P90

Senate approved a minor amendment to Regulation XXVIII (Pre-Sessional Study) to take account of a re-numbering of the paragraphs in the University's Terms and Conditions of Study.

21/74 Honorary Fellowships

SEN21-P91

Senate approved the award of the title of Honorary Fellow.

21/75 Membership of Senate 2021-22

SEN21-P92

75.1 Senate note the membership of Senate for the 2021-22 academic year.

75.2 Senate approved the action of the Vice-Chancellor on behalf of Senate in co-opting Dr Matthew Frost onto Senate as a member of the academic staff concerned with the Residential Halls for an initial term of 3 years until 31 July 2024.

21/76 Extension of Associate Pro Vice-Chancellor for Sport Appointment

Senate noted an extension to the appointment of Professor Mike Caine as Associate Pro Vice-Chancellor for Sport until 31 March 2022, in view of the rescheduling of the final approval of the new University Strategy following the arrival of the new Vice-Chancellor.

21/77 Appointment of Associate Deans

Senate noted the following appointments/reappointments:

- 77.1 Graham Hitchen as Associate Dean (Enterprise) for LU London from 1 August 2021 to 31 July 2024.
- 77.2 Professor Quihua Liang as Associate Dean (Research) in the School of Architecture, Building and Civil Engineering from 1 August 2021 to 31 July 2024.
- 77.3 Professor Russ Marshall as Associate Dean (Teaching) in the School of Design and Creative Arts from 1 September 2021 to 31 July 2024.
- 77.4 Prof Aidan McGarry as Associate Dean (Research) for LU London from 1 August 2021 to 31 July 2024.

21/78 Programme Proposals

Senate noted the action of the Pro-Vice-Chancellor (Teaching), on behalf of Senate, in approving the following:

- (i) New programmes
MSc Civil Engineering (from Oct 2022)

MSc Data Science (part-time version) (from Oct 2021)
BA Fashion Design and Technology (from Oct 2023)
BA Liberal Arts (from Oct 2022)

(ii) Award, title or major programme changes

MArch Architecture (from Sept 2021)
MSc Data Science (full-time version) (from Oct 2022)
UG WMEME Programmes (from Oct 2021 entry) – *Approval in principle only*

(iii) Suspension of programmes

MSc Automotive Retail Management
(Proposed last intake: 2020; Intended next intake: 2022)
MSc Intelligent Transport Systems
(No previous intake; proposed next intake: Oct 2022)
PG Cert Intelligent Vehicle Systems (f/t + p/t)
(No previous intake; proposed next intakes: Oct 2022)
PG Cert Powertrain Simulation and Test (f/t + p/t)
(f/t= no previous intakes; p/t=last intake in 2017; proposed next intakes: Oct 2022)
MSc Strategic Leadership (Apprenticeship Building Societies Association)
MSc Strategic Leadership (Non-Apprenticeship Building Societies Association)
(Proposed last intake for these: 2020; Intended next intake: 2022)

(iv) Termination of programmes

PGCert Body and Chassis Simulation and Test (No previous intakes)
BA English with Digital Humanities (Last intake: Oct 2021)
MA Media and Cultural Analysis (Last intake: Oct 2021)
MSc Powertrain Vehicle Engineering (Last intake: 2019)
MSc Strategic Leadership (Apprenticeship Automotive) (Last intake: 2018)
MSc Strategic Leadership (Non-Apprenticeship Automotive) (Last intake: 2018)
Strategic Leadership (Apprenticeship Aggregates Industry) (No previous intake)
Strategic Leadership (Non-Apprenticeship Aggregates Industry) (No previous intake)
Strategic Leadership (Apprenticeship St. James's Place) (No previous intake)
Strategic Leadership (Non-apprenticeship St. James's Place) (No previous intake)
PGCert Vehicle Electrification (Last intake: 2020)

21/79 Student Discipline

Senate noted the action of the Vice-Chancellor, on behalf of Senate, in terminating the registration of a student on a suspended basis, following a Student Disciplinary Panel constituted under Ordinance XVII on 23 July 2021.

21/80 Librarian's Annual Report 2020-21

SEN21-P93

Senate received the annual report for 2020-21 from the Librarian.

21/81 Reports from Committees

To receive reports from the following Committees:

- 81.1 **SEN21-P94** Enterprise Committee on 8 July and 7 September 2021.
- 81.2 **SEN21-P95** Estates Management Committee of 18 June and 14 September 2021.
- 81.3 **SEN21-P96** Finance Committee of 18 June 2021.
- 81.4 **SEN21-P97** Human Resources Committee on 6 October 2021.
- 81.5 **SEN21-P98** IT and Governance Committee on 27 May 2021.
- 81.6 **SEN21-P99** Learning and Teaching Committee on 10 June and 16 September 2021.

- 81.7 **SEN21-P100** Operations Committee on 1 March, 12 April, 4 May, 8 June, 12 July, 6 September and 4 October 2021.
- 81.8 **SEN21-P101** Prizes Committee Annual Report 2020-21.
- 81.9 **SEN21-P102** Research Committee on 25 May and 14 September 2021.
- 81.10 **SEN21-P103** Sport Committee of 15 June 2021.
- 81.11 **SEN21-P104** Student Discipline Committee of 30 September 2021.

21/82 Appointments to the Academic Staff

SEN21-P105

Senate noted appointments to the Academic Staff.

21/83 Waiver of Regulations

Senate noted that the Academic Registrar had approved waivers to Regulations in relation to individual students. (Further details are available from the Secretary).

21/84 Dates of Remaining Meetings in 2021-22

Wednesday 19 January 2022 - Senate Strategic Away Event, including if required Senate meeting, timing tbc

Wednesday 16 March 2022, 10am

Wednesday 15 June 2022, 10am

Author – Chris Dunbobbin

Date – November 2021

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