



Minutes

SEN22-M1

Minutes of the meeting held on 16 March 2022.

Attendance

Nick Jennings

Kerri Akiwowo
Hemaka Bandulasena
Ksenia Chmutina
Alex Christiansen
Steve Christie
Marcus Collins
Paul Conway
Malcolm Cook
Jennifer Cooke (ab)
Abigail Davis
Cees de Bont
Varuna de Silva
Claudia Eberlein
Tony Edwards
Fiona Ellis-Chadwick
Matt Frost
Dhruv Giridhari-Prasad

Lisanne Gibson
Jan Godsell
Mey Goh
Richard Hodgkins
Eef Hogervorst
Eugenie Hunsicker
Caroline Kennedy-Pipe
Mark Lewis
Chris Linton
Niels Lohse
Mariateresa Lombardo
Surya Mahdi
Alex Marlowe (ab)
Sarabjit Mastana
Carolynne Mason
Freya Mason
Andrew Morris (ab)

Maria Nieswand
David O'Hare
Joao Oliveira
Elizabeth Peel
Valerie Pinfield
Shahin Rahimifard
Catherine Rees
Chris Rielly
Steve Rothberg
Tzameret Rubin
Alister Smith
Robby Soetanto
Rachel Thomson
Duncan Walker
Emma Walton

In attendance:

Chris Dunbobbin, James Henry, Jennifer Nutkins, Richard Taylor, Luke Vulpiani.

Apologies received from:

Jennifer Cooke, Alex Marlowe, Andrew Morris

22/1 Minutes

Senate confirmed the Minutes of the meeting held on 10 November 2021 (**SEN21-M4**).

22/2 Matters arising from the Minutes

- 2.1 RTE Academic Promotion review (minute 21/69(ii)(b) refers)
Senate noted that a further update would now be brought to Senate in June 2022 and final proposals in November 2022.

22/3 University Strategy

SEN22-P1

- 3.1 Senate endorsed the University strategy for approval by Council on 31 March 2022.

There had been significant consultation in the process of creating the strategy, including Council and Senate strategic events, and direct engagement with over 1000 staff, students and alumni through a series of Vice-Chancellor's briefings. Feedback from these events had shaped the content and wording of the strategy. There would be further opportunities for engagement as the core plans in support of the strategy were developed.

SEN22-P2

3.2 Key Performance Indicators

Senate considered updated KPIs for reporting to Council. Several indicators had moved from amber to green since the last report, including financial sustainability. However, there remained a significant degree of uncertainty in the sector and the global environment, and a prudent view had been taken in relation to the overall University performance rating, which remained amber.

22/4 National Rehabilitation Centre Partnership

SEN22-P3

Senate endorsed a proposed collaboration with the National Rehabilitation Centre at Stanford Hall, prior to formal approval and sign-off being sought in June 2022. There was strong support for the proposal, which provided exciting opportunities for colleagues in all Schools across both campuses. Thanks were offered to the Dean of SSEHS and all other colleagues involved in developing the proposal.

22/5 Diversity of Senate Membership

SEN22-P4

Senate considered a report on the diversity of Senate membership in 2021-22. The University had agreed targets of at least 40% female and 15% minority ethnic group membership on all senior committees. In relation to Senate, the targets went further and were for membership to at least reflect the composition of the overall academic staff population in terms of these characteristics. The position in relation to gender was above these thresholds, but the ethnic diversity of Senate was below the comparison population, albeit that the position had improved slightly since 2020-21.

The following points were noted in discussion:

- i) The following actions were agreed to improve the gender and ethnic diversity of Senate:
 - a. Deans were strongly encouraged to consider diversity issues when deciding upon their appointees for 2022-23.
 - b. Senate members were asked to encourage female and ethnic minority colleagues to put themselves forward as elected members of Senate when vacancies arose in their Schools. This message would be further emphasised in emails to all academic staff seeking nominations, and through staff networks.
 - c. Senate members were asked to contact Richard Taylor or Jennifer Nutkins with any further suggestions around encouraging and supporting interest in Senate membership from colleagues who would increase diversity.
- ii) A vacancy would arise at the end of 2021-22 for one of the two members of Senate elected by Senate onto Council, and Senate members were encouraged to take positive action to elect an individual who would help Council to meet its diversity targets. Professor Claudia Eberlein, whose term as one of the Senate representatives on Council was coming to an end, indicated that she would be happy to speak with anyone interested in putting themselves forward, and support them in doing so.
- iii) A richer set of staff data, with details of other diversity characteristics, and a more granular breakdown of categories (e.g. details of the specific groups within the broader minority ethnic group category) would be helpful in strengthening the University's commitments around equity.

- iv) A proportion of the composition of Senate was based on senior ex-officio positions which presently provided a limited degree of diversity. It was noted in this context that it was important to be transparent about the University's aspirations to achieve its diversity targets. It was noted further that two of these positions were being recruited to, and that the outcome of the recruitment processes might result in a more diverse senior leadership team.
- v) The University's focus should be on inclusion as well as diversity – it was important not just that the appropriate numbers of colleagues from underrepresented groups were members of University committees, but also that they felt included in the processes. It was noted in this context that it was important to demonstrate the benefits of engaging – e.g. that being a member of Senate provided an opportunity to meaningfully influence institutional policy.

22/6 Effectiveness Review of Council

SEN22-P5

Senate considered an update on progress which had been agreed at Governance and Nominations Committee, particularly in relation to the recommendations of the 2021 Effectiveness Review of Council which concerned the University's committee structure. The following points were noted in discussion:

- i) The new PVC(EDI) and the Chair of the existing EDI Sub-Committee of Human Resources Committee would be among those consulted in drafting the proposed terms of reference and composition of the new EDI Committee for consideration by Senate in June 2022.
- ii) Further consideration would be given to the positioning of digital strategy within the changes involved in the creation of the new Infrastructure Committee.

22/7 Health, Safety and Environment Committee

SEN22-P6

7.1 Senate received minutes of the meeting of Health, Safety and Environment Committee on 2 February 2021.

SEN22-P7

7.2 Senate considered Health and Safety Bulletins for October 2021 – February 2022. The following issues were highlighted:

- i) Significant work had been undertaken around staff wellbeing, involving Occupational Health and the Chaplaincy.
- ii) Dynamic working arrangements had highlighted some challenges relating to fire safety, specifically around ensuring appropriate levels of fire marshal coverage within buildings. Steps were being taken to address this. It was noted in discussion that a similar issue might arise in relation to first-aiders and it was agreed that this would be checked with the director of Health, Safety and Wellbeing.

22/8 Matters for Report by the Pro-Vice-Chancellor (Research)

SEN22-P8

Senate considered a report, including:

- i) Items considered at the Research Committee meetings in November 2021 and February 2022. (There had been an additional joint meeting of ADRs and ADEs in March 2022 to consider the final REF Review report, and the transition from Research and Enterprise to Research and Innovation).
- ii) Research Grants and Contracts. Good progress had been made towards the KPI target for new awards at the half-year stage, driven by several large awards including an ESRC Centre for Early Mathematics Education led by Professor Camilla Gilmore. AD(R)s had, however, been asked to review the low number of applications in the previous quarter, which was a cause for concern. Although the situation had improved to some extent in recent months, a backlog in processing contracts remained and actions were under development to address the underlying issues.

- iii) Income and expenditure associated with the PGR population. The annual analysis of the net cost of the PGR Scholarship Programme showed that the programme as a whole delivered a net contribution to the University which had increased substantially on the previous year. It was noted, however, that there had also been a significant reduction in the PGR population from pre-pandemic levels, which needed to be addressed. There was some discussion of potential actions to secure additional external funds, for example, via Research Council CDT competitions and partnerships with international funding bodies. The PVC(R) and APVC (Doctoral College) would develop the next steps as part of the new University strategy.
- iv) Ukraine Response. A working group had been meeting to consider options for hosting researchers whose ambitions, studies or work had been disrupted by the invasion of Ukraine.
- v) REF2021 Review. The REF2021 Review report contained 10 recommendations, which would be considered further. REF results were due in the week commencing 9 May 2022, under embargo, ahead of all results being public on 12 May 2022.
- vi) APVC(Doctoral College). The outgoing APVC(Doctoral College), Professor Liz Peel, was thanked for her achievements in 4 years in the role. Professor Steve Christie would take on the role from 1 April 2022 following the completion of an open and competitive recruitment process.

22/9 Matters for Report by the Pro-Vice-Chancellor (Education and Student Experience)

SEN22-P9

Senate considered a report, including the following:

- i) Update on delivery of Learning and Teaching in 2021-22:
 - a. Thanks were offered to all academic colleagues for updating their teaching materials, and to Registry colleagues who would be supporting online exams together with a gradual return to in-person exams in some disciplines in Semester 2.
 - b. The return to in-person exams had prompted a review of the calculator policy and exam paper rubrics. The latter had been amended to give staff the option to allow students to take 2 sides of A4 of their own notes into specific exams, with a specific pedagogical reason approved by the AD(T). Clarification was provided that fully open-book exams would also be permitted subject to a sound pedagogical rationale and AD(T) approval.
 - c. A single end of programme survey, providing students with the opportunity to submit feedback on individual modules and on their overall programme, was being developed for deployment at the end of Semester 2.
- ii) Key items from Learning and Teaching Committee: A major Assessment and Feedback Review Project had been launched, encompassing a review of best practice and student and staff feedback from focus groups; taking into account disciplinary differences; and making recommendations for the future.
- iii) Virtual Module Choice: An event was being planned for early May, following the success of an iteration during the pandemic, which had allowed greater engagement of students on placement.
- iv) NSS: Senate members were asked to help in the effort to encourage finalists to engage with the survey in order to achieve the highest possible response rate. Publication of the results was expected in July, and would be included as the fourth year of 4 years of data for the Teaching Excellence Framework.
- v) Student Success Academy: Around 1000 students had engaged in activities to date, and feedback had been very positive. There would be an official launch towards the end of the academic year.
- vi) 2021 Entry Student Recruitment: There had been a positive outcome to the January 2022 PGT intake process. In 2023 a January start would be offered on the LU London campus only, with the position reviewed prior to 2024.
- vii) 2022 Entry Student Recruitment: The University was well-placed to meet UG targets, while the position for home and international PGT recruitment continued to be challenging.
- viii) External Policy: A number of consultations had been published by the OfS, including on the next steps for the TEF.

- ix) East Midlands Institute of Technology: The University's bid, with four academic and seven non-academic partners, had been successful and was in a pre-award stage. A full update would be provided to the June meeting of Senate.

22/10 Matters for Report by the Pro-Vice-Chancellor (Enterprise)

SEN22-P10

Senate considered a report, including the following:

- i) Enterprise Applications and Awards: Targets for Enterprise income would be set once more data was available and the new PVC(R&I) was in post.
- ii) Leicestershire Live Innovation Awards: The University, or linked innovative businesses and start-ups won awards in 7 out of 10 categories, and 9 awards in total.
- iii) Update from Enterprise Committee: There would be three more meetings of the Committee in its current form, which would include discussions of: portfolio changes from R and E to R&I; the future of the Enterprise portfolio; and potential new sub structures in Schools. The final meeting on 7 July would include a celebration of Enterprise achievements and contributors to the Committee, and commendations were gratefully received.

22/11 Matters for Report by the Provost and Deputy Vice-Chancellor

SEN22-P11

Senate considered a report on key issues discussed at recent meetings of ALT and Operations Committee. The following matters were highlighted:

- i) Operations Committee had endorsed:
 - a. the business case for the proposed collaboration between the University and the National Rehabilitation Centre at Stanford Hall.
 - b. the construction of a new Multi-Purpose Teaching Facility on East Park, on the site of two old buildings (John Cooper and John Clements) to provide large, open, flat spaces which would significantly relieve pressure for SSEHS and provide extra spaces for other teaching, sport and student activities.
- ii) Financially, the University was performing better than budgeted in the current financial year, due primarily to the recruitment of staff following the lifting of the vacancy freeze taking longer than planned. This would allow investment in support of the new strategy to be progressed more rapidly. However, very significant cost pressures remained, including the government's fixing of UK student fees for at least another two years, representing a large real-terms cut in funding.

22/12 Honorary Degrees and University Medals

SEN22-P12

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

22/13 Matters for Report by the Vice-Chancellor

Senate received a verbal report, on the following matters:

- i) Thanks were offered to Professor Liz Peel and Dr Eugenie Hunsicker, who were attending their last meetings of Senate.
- ii) An update was provided on the processes for recruiting to the posts of PVC(R&I) and PVC(EDI): 5 candidates had been shortlisted for each role and interviews would be taking place on 1 and 8 April 2022.
- iii) Alexandra Owen had been appointed as the University's new Chief Financial Officer.
- iv) The Vice-Chancellor had met with the University's Ukrainian students and staff and was working with other colleagues to support them. The Vice-Chancellor had also issued a statement on 11 March 2022 on suspending links with Russia and Russian universities.

- v) An update was provided on recent industrial action on campus.

22/14 Prevent Annual Monitoring Report

SEN22-P13

Senate noted Council's approval of the Prevent Annual Monitoring Report for submission to OfS.

22/15 Ethics Committee

SEN22-P14

15.1 Senate received minutes of the meeting of Ethics Committee on 1 February 2022.

SEN22-P15

15.2 On the recommendation of Ethics Committee and Research Committee Senate approved the Annual Statement on Research Integrity 2022.

22/16 Human Resources Committee

SEN22-P16

16.1 Senate received minutes of the meeting of Human Resources Committee on 2 February 2022.

SEN22-P17

16.2 On the recommendation of Human Resources Committee Senate recommended to Council for approval changes to the Sexual Harassment, Misconduct, and Violence Policy.

SEN22-P18

16.3 On the recommendation of Human Resources Committee Senate recommended to Council for approval changes to the Staff Capability Policy and Procedure (Ordinance XLI).

SEN22-P19

16.4 On the recommendation of Human Resources Committee Senate recommended to Council for approval changes to the Staff Code of Conduct.

SEN22-P20

16.5 On the recommendation of Human Resources Committee Senate recommended to Council for approval a Wardens Rest Break Collective Agreement.

22/17 Learning and Teaching Committee

SEN22-P21

17.1 Senate received minutes of the meetings of Learning and Teaching Committee on 2 November and 2 December 2021.

SEN22-P22

17.2 On the recommendation of Learning and Teaching Committee Senate recommended to Council the approval and publication of a revised Loughborough University Degree Outcomes Statement.

SEN22-P23

17.3 On the recommendation of Learning and Teaching Committee Senate noted the Annual Report on Teaching Partnerships.

22/18 Sport Committee

SEN22-P24

18.1 Senate received minutes of the meeting of Sport Committee on 19 October 2021.

SEN22-P25

18.2 On the recommendation of Sport Committee Senate approved an amendment to the composition of Sport Committee.

22/19 Renaming of Mathematics Education Centre

SEN22-P26

Senate approved the renaming of the Mathematics Education Centre as the Department of Mathematics Education.

22/20 Changes to Ordinances and Regulations around Gendered Language and Outdated Terms

SEN22-P27

As part of the University's push to become an Equitable and Inclusive institution, Senate approved proposed amendments to University Regulations, and recommended to Council for approval amendments to University Ordinances to become more inclusive of individuals using pronouns outside of he/she.

22/21 Reappointment of Dean

Senate noted the reappointment of Professor Chris Rielly as Dean of School of Aeronautical, Automotive, Chemical and Materials Engineering for a further 3 years until 31 July 2025.

22/22 Associate Pro Vice-Chancellor Appointments

22.1 Senate approved an extension to the appointment of Professor Mike Caine as Associate Pro Vice-Chancellor for Sport until 30 September 2022, to cover the period during which the Core Plan for the Sporting Excellence and Opportunity strand of the new University Strategy would be created.

22.2 Senate approved the appointment of Professor Steve Christie as Associate Pro Vice-Chancellor for Doctoral College from 1 April 2022 to 31 July 2025.

22/23 Honorary Fellowships

SEN22-P28

Senate approved the award of the title of Honorary Fellow.

22/24 Programme Proposals

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

(i) New programmes

MA Contemporary Literature and Culture (from Oct 2022)
MSc Digital Media and Advertising (from Oct 2022)
MSc Flood Modelling and Management (from Oct 2022)
Pre-sessional Programme C Campus-based (from Oct 2021)
Pre-sessional Programme D Campus-based (from Oct 2021)
MSc Sports Engineering (from Oct 2022)
MA Storytelling (online version) (from Oct 2022)

(ii) Award, title or major programme changes

BArch Architecture – Addition of DIntS award (from Oct 2019 intake)
BArch Architecture – Reinstatement of three-year variant for 2018 intake only
Business Administration Senior Leaders Level 7 Masters Apprenticeship Standard (Title changed to: Business Administration Senior Leaders Level 7 Apprenticeship Standard) (Oct 2021 entry onwards)
MSc Climate Change Politics and Policy (Removal of Jan 2022 entry point)
MSc Climate Change Science and Management (Removal of Jan 2022 entry point)
Pre-sessional Programme C Campus-based (Change of mode of delivery + title changed to Pre-sessional Programme C Online)
Pre-sessional Programme D Campus-based (Change of mode of delivery + title changed to Pre-sessional Programme D Online)

Product Design & Technology with Foundation/IFP Year (from Oct 2022 and further changes from Oct 2023)

MA Security (removal of January 2022 intake + title change to MA International Security from Oct 2022)

Sport Management Level 7 Masters Apprenticeship Standard (Title changed to: Sport Management Level 7 Apprenticeship Standard) (Oct 2021 entry onwards)

MA Storytelling (campus-based version) – including addition of PGCert entry route (from Oct 2022 intake)

MA Strategic Communication (removal of January 2022 intake)

Strategic Leadership Senior Leaders Level 7 Masters Apprenticeship Standard (Title changed to: Strategic Leadership Senior Leaders Level 7 Apprenticeship Standard) (Oct 2021 entry onwards)

(iii) Suspension of programmes

MSc Logistics and Supply Chain Management

(Last intake Oct 2021; proposed next intake: Oct 2023)

(iv) Termination of programmes

BEng/MEng Automotive Materials (Last intake: Oct 2022)

MA Childhood, Youth and Social Policy (Last intake: Oct 2021)

MA Cultural Heritage Innovation (No previous intakes)

MSc Electronic and Electrical Engineering (Last intake: Oct 2021)

PG Dip/PG Cert Information Management and Business Technology (entry routes) (No recent intakes)

NB: The MSc programme will continue to be offered.

PG Cert Intelligent Vehicle Systems (No previous intakes)

MA Media, Communications and Cultural Management (Last intake: Oct 2018)

MSc Occupational Health and Safety Management (No previous intakes)

BA Politics with Economics (Last intake: Oct 2021)

PG Cert Powertrain Simulation and Test (Last intake: 2017)

BSc Sociology and Media (Last intake: Oct 2021)

PGCert Storytelling (blended-learning version) (Last intake Oct 2021)

22/25 Reports from Committees

Senate received reports from the following Committees:

*25.1 **SEN22-P29** Arts Committee on 30 November 2021 and 4 February 2022.

*25.2 **SEN22-P30** Enterprise Committee on 2 November 2021 and 11 January 2022.

*25.3 **SEN22-P31** Estates Management Committee of 22 November 2021.

*25.4 **SEN22-P32** Finance Committee of 20 October and 10 December 2021.

*25.5 **SEN22-P33** IT and Governance Committee on 26 October 2021 and 27 January 2022.

*25.6 **SEN22-P34** Operations Committee on 8 November and 6 December 2021, and 10 January and 7 February 2022.

*25.7 **SEN22-P35** Research Committee on 23 November 2021

22/26 Appointments to the Academic Staff

SEN22-P36

Senate noted appointments to the Academic Staff.

22/27 Senate Members of PVC Appointment Panels

Senate noted Senate's approval, by email, of the appointment of Dr Valerie Pinfield and Dr Ksenia Chmutina to the respective Panels for the recruitment of a PVC R&I and a PVC EDI.

22/28 Action by Vice-Chancellor under Statute V

Senate noted that the Vice-Chancellor had taken action under Statute V to withdraw an offer of admission to a prospective student, on the basis of a failure on the part of the applicant to conduct themselves in an appropriate manner.

22/29 Waiver of Regulations

Senate noted that the Academic Registrar had approved waivers to Regulations in relation to individual students.

22/30 Date of Next Meeting

Wednesday 15 June 2022, 10am

Author – Chris Dunbobbin

Date – March 2022

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