



MINUTES OF THE MEETING OF SENATE

Held on Wednesday 11th March 2015

For a record of apologies and absences, please see the attached list.

The Chair welcomed Professor Jonathan Wastling, Dean of the Faculty of Natural Sciences to his first meeting of Senate.

1. DECLARATIONS OF INTEREST

There were no interests declared.

2. MINUTES AND ACTIONS

(a) Minutes

The minutes of the meeting held on 3rd December 2014 were approved.

(b) Actions List

Senate received the actions list and noted that there were no new actions listed on the report since the previous meeting.

3. MATTERS ARISING

(a) Time-tabling Project Update

Dr Clarke reported that the School consultation phase of the project is concluding this week. Following the consultation, proposals for the next steps will be agreed with individual Schools, with a view to bringing an update on the long-term project to the next meeting of Senate in June.

A POLICY AND STRATEGY ISSUES

A58. VICE-CHANCELLOR'S REPORT TO SENATE

Senate received the report from the Vice-Chancellor providing an overview of the developments and trends in the external environment, notably the formation of the Keele Communities Working Together group to support the requirements of the Counter-Terrorism and Security Act 2015, the UUK summary of the REF outcomes and HEFCE review of the future of quality assessment arrangements.

A59. STUDENT OFFICERS REPORTS

(a) Report of the President of the Students' Union (KeeleSU)

Senate received the report from the President of the Students' Union. It was reported that the VP Welfare had recently resigned from the role and that due to the proximity to the end of Sabbatical Team tenure, that the activity would be

covered within the existing Sabbatical Officer team for the remainder of the academic year. The report also noted that the KeeleSU Strategic Plan 2015-2020 was near completion and would be submitted for approval by the Board of Trustees soon.

Other current activity from KeeleSU was reported as including the promotion of the need to register to vote to students, Varsity, which will take place from 15th to 18th March and the conclusion of the KeeleSU elections, the results of which were reported to be;

Kimmy Colombo	President
Jo Lea	Vice President Education
Natalie Jordan	Vice President Welfare
Ela Hollies	Vice President Finance and Activities
Nick Reeves	Vice President AU & Sports

(b) Report of the President of the Keele Postgraduate Association (KPA)

Senate received the report of the President of the KPA which noted that a new part-time Activities Officer had been appointed to help support the President and to organise a series of events for the forthcoming academic year. KPA events, particularly during the recent equality week, were reported to be receiving strong attendance and the KPA President indicated that they were keen to host regular events to showcase more postgraduate work in the future.

It was reported that the bursary scheme was opening again from next month (April) and colleagues were asked to promote this to postgraduate students as appropriate. Additionally, Senate noted that the postgraduate fair was hosted on 4th March 2015, with 80 registered attendees. The fair featured stands from academic departments and student support services and was well received by attendees. A similar event will be organised for the next academic year. Also, the postgraduate careers event will take place in April, which will mainly be aimed at students nearing completion of their PhDs and looking for career opportunities in academia or industry.

The report highlighted the planned events for Refugee Week and the intention to receive some local radio publicity in support of these events and concluded by highlighting the strong and stable financial position of the KPA Clubhouse.

A59. RESEARCH COMMITTEE

Senate received the report of the Research Committee and noted that this was the first meeting of Senate since the announcement of the REF 2014 results. The results had therefore been appended to the report, although these have previously been widely disseminated across the institution and presented to Council at its meeting in January 2015. Senate were informed that the key message from the REF was that Keele's result was positive with a significant increase in the overall grade point average and the proportion of 4* and 3* research compared to the 2008 RAE. This was achieved in the context of submitting a slightly higher proportion of staff than in the RAE2008, whereas most research-intensive institutions had been more selective in their REF submissions, submitting proportionally 15-20% less staff than in their RAE submissions. Additionally, Keele's submission included new disciplines, including Earth Systems and Environmental Science, Computer Science and Philosophy.

It was reported that HEFCE had provided institutional feedback on each of the Units of Assessment, which although limited had included some helpful comments on the assessment of impact in particular. A summary of the feedback was included in the report to Senate.

It was reported that the funding outcome resulting from the REF results was not yet known, with the HEFCE Grant Letter expected on 25th March 2015. Whilst the outcome was not yet known HEFCE have confirmed that the ratio of funding of 4* and 3* research will change from 3:1 to 4:1, which will favour those institutions with a higher proportion of 4* research.

The report provided sector-level discipline specific research income and PGR metrics from the REF, which will be used to inform future research income and PGR targets for the next REF. This sector information highlights the importance of increasing research income significantly in some discipline areas in preparation for the next REF. The very significant recent growth in PGR numbers although highlighted in Keele's REF2014 submissions, were not yet reflected in the PGR metrics, which measure Doctoral awards.

Professor Ormerod reported that good progress was being made with taking forwards Open Access, with the institutional repository now fully functional and supported by user guides for staff. It was also reported that a Research Support Librarian post has been specifically established in the Library to help support this area of activity, as well as providing general research support, including to the increasing number of PGR students.

Senate recorded their pleasure at the achievement of the positive REF results. The submission itself was strong and optimised between quality and volume, and had it not been, there any funding reduction would have been much more significant.

The Chair also congratulated colleagues on the many successes with research grants and awards that were outlined in the report.

Senate were informed that at the next meeting, the paper would include a report on the outcome of the grant letter detailing research funding, and a consideration of research income and PGR targets using the sector research income and PGR students (Doctoral awards) information.

A60. CHANGES TO THE PORTFOLIO OF THE PRO VICE-CHANCELLORS

Professor Foskett presented the paper outlining changes to the portfolios of the Pro Vice-Chancellors to reflect changes in the University Executive and to align the Pro Vice-Chancellor roles to areas of individuals' interest and expertise. The proposal was for Professor Ormerod to continue to hold the portfolio for Environment and Sustainability, which he had been responsible for since Professor Bailey's departure from Keele. This would be in addition to the role of Research & Enterprise. Professor Wastling would adopt a new portfolio for Postgraduate activity within the institution.

The paper presented two regulation changes as a result of these changes to the portfolios. The proposal was for Professor Wastling to Chair the Research Degrees Committee, with the role also holding an ex-officio position in the membership of the University Learning and Teaching Committee. It was reported that the changes to the portfolios would be effective from March, but that the changes to the Chair of the Research Degrees Committee would not take effect until September 2015.

A61. KEELE COLLEGE OF LIBERAL ARTS AND SCIENCES (KCoLAS)

Senate were presented with the proposal to establish the Keele College of Liberal Arts and Sciences (KCoLAS). The paper proposed that KCoLAS would be housed in Keele Hall and would provide a focus for Continuing Professional Development (CPD) delivery, postgraduate students, consortial degrees and also host educational events with guest

speakers. It was reported that the proposal was being presented to allow Senate to comment on the proposals before final approval was sought from Council.

Senate reported that they were supportive of the principles within the proposal, but were cautious as to how the arrangements for the management of the interplay between the college and the Schools would work. Senate were reminded that the proposal was not intending for all postgraduate activity to be removed from within the Schools, but that it would facilitate an opportunity for postgraduate students to connect with other postgraduate students in alternative discipline areas. It was also noted that in housing a dedicated space in Keele Hall for postgraduate students, the Schools should also be empowered to use this space to bridge some of the gaps between the undergraduate and postgraduate student cohorts.

The proposal was to provide a space within Keele Hall that can be used for teaching and events, which may reduce pressures on other spaces on campus, as well as providing a social space for staff and students to come together as a community. Senators agreed that using Keele Hall for the hosting of academic events was a good use of the resource and this was a key step to achieving the ambition of raise the profile of research within the institution.

It was reported that for Health, the majority of the postgraduate activity is CPD related activity and therefore a 'home' within Keele Hall, would enhance the offer as well as maximising the use of the Keele Hall resource. It was noted that the income from the courses delivered in Keele Hall, at undergraduate and postgraduate level, would remain within the Schools (i.e. follow the students), with an expectation that the establishment of KCoLAS will lead to an increase in overall student activity and, therefore, income across the institution.

Senate expressed some concern about the teaching facilities that would potentially be provided within Keele Hall, noting that those undertaking CPD educational programmes often expect executive-level facilities. Additionally, they would expect extensive availability of facilities on campus, such as the shops and eating establishments at weekends, as well as suitable overnight accommodation. Senate were reminded that the proposal is for academic use to take precedence in future use of Keele Hall, but that by pulling a number of strands of existing activity together, the marketing and promotion of CPD activity at Keele in particular, would benefit from this co-location and centralised coordination of activity.

Senate also questioned whether the name was suitable, noting that 'College' could potentially be misunderstood to imply tertiary education rather than higher education. Senators expressed a preference for the use of the work 'Institute (of Advanced Studies)' in lieu of 'College' and it was agreed that these views would be reflected in the final proposal to Council.

Senate resolved

to recommend to Council that following further development, the revised proposal to establish the Keele College of Liberal Arts and Sciences (KCoLAS) be approved.

A62. PROPOSAL TO MERGE THE SCHOOLS OF PUBLIC POLICY AND PROFESSIONAL PRACTICE AND SOCIOLOGY & CRIMINOLOGY

Senate received the proposal to merge the School of Public Policy and Professional Practice and the School of Sociology and Criminology into the new School of Social Science and Public Policy. Senators were reminded that the two Schools were originally formed from a single School, but that this proposal was not a step backwards, but was reflective of the changes that have occurred in the intervening years, including significant

changes to the Initial Teacher Training offer and the increased importance of research and its management within Schools since the disestablishment of Research Institutes in Humanities and Social Sciences and Natural Sciences in August 2014. It was reported that the proposal would also provide a more appropriately balanced School in terms of delivering undergraduate and postgraduate education.

Senate were informed that the proposal has been developed through a long-term and iterative discussion process within and between the two Schools, with a working group steering the consultations. The proposal was presented jointly from the Dean and two acting Heads of School and it was noted that there was broad support across the two Schools for the proposal.

Senate **resolved**:

To recommend the proposal for approval to Council.

A63. REVIEW OF UNIVERSITY COMMITTEES

Senate received the report on the review of University Committees, noting that the review had intended to reduce the amount of time spent by staff either preparing for, or participating in committee meetings, whilst still allowing the institution to function effectively. The review included a thorough review of 50 governance committees, their business, and terms of reference, including any areas where multiple committees considered the same business. The review was also informed by external requirements for the Council committees, as well as the Senate and Council reviews of effectiveness that were conducted in 2014. The proposals presented in the report intended to provide an agile decision-making committee framework, whilst also ensuring a high-quality system of decision making.

The proposal included the standing down of the Library and Information Strategy Committee as a Senate committee, but creating a new executive committee which will report directly to UEC with a broadly similar remit. The proposal also included a change in the reporting lines for the Learning and Teaching Technologies Group directly into University Learning and Teaching Committee in future, as well as disbanding the Foundation Year & Electives Learning and Teaching Committee by absorbing its business into the relevant School and Faculty Learning and Teaching Committees. The paper also proposed the establishment of more formalised Faculty Research Committees in Natural Sciences and the Humanities and Social Sciences, to amongst other things support research planning and research management and performance monitoring, and allow some of the business of the Research Degrees Committee to be devolved to these committees.

Senators were asked to comment on the proposals, noting that if the principles were supported at this meeting, further work would be undertaken prior to the next meeting of Senate to ensure detailed terms of reference and membership lists for the revised committee structures would be ready for approval in time for the start of the new academic year. It was noted that phase two of the project would include three strands of activity;

1. Equality and Diversity of the committees, ensuring that committees are organised to maximise representation from all under-represented groups
2. Consultation proposals, to provide greater opportunity for all staff to be involved in the formation of policy proposals.
3. Delegation of responsibility for decision making, to allow swifter decision making across the institution, allowing a more flexible and responsive approach to changing internal and external demands.

Senate were supportive of the proposals and noted the importance in particular of the second phase of the project ensuring that the equality and diversity agenda, including

Athena Swan, is captured in the revised committee framework. It was noted that this was important across the institution and that a strong steer from the leadership of the institution is critical for awards such as the Athena Swan scheme. Senate also noted the importance of having strong leadership support and training frameworks in place to support those individuals from under-represented groups to achieve the leadership roles which often result in the inclusion in committee membership.

It was noted that the disbanding of the Council Equality and Diversity Committee was intended to help to integrate the equality and diversity agenda more robustly into the committee decision making process. The intention is to mainstream equality and diversity activity within all committee business, with a report to Council on the success of this mainstreaming activity to be provided on an annual basis.

A64. COMMERCIAL IN CONFIDENCE

A65. UNIVERSITY LEARNING & TEACHING COMMITTEE

The Senate received the report of the University Learning and Teaching Committee and noted that the regulatory business is covered elsewhere on the Senate agenda. Senators were reminded of the new route for colleagues to achieve HEA Fellowship status and were asked to share this information with their colleagues as appropriate.

A66. LIBRARY & INFORMATION STRATEGY COMMITTEE

Senate received the report of the Library and Information Strategy Committee, presented by Professor Shepherd, who highlighted the completion of the new study spaces within the Library, as well as the work to renovate the Walter Moberly building to provide some high-quality flexible learning and teaching spaces in the centre of campus.

It was reported that the Web Strategy Group is being expanded to cover all digital technologies and will therefore be renamed as the Digital Strategy Group. This will include consideration of issues relating to the Keele App and will also be proposing a more robust web-management process in the near-future.

B FORMAL APPROVALS BY SENATE

B67. ACADEMIC AWARDS

Senate approved the awards as set out in the papers presented:

(a) *Taught degrees, diplomas and certificates*

Senate approved the awards presented with the exception of the awards which were withdrawn from the list and the amendments presented under the reserved areas agenda.

(b) *Postgraduate Research Awards*

Senate approved the awards presented.

B68. NEW STUDENT PRIZES AND FUNDS

Senate approved the following student prizes:

a) Goodeve-Docker Memorial Prize

- b) Richard Moseley Williams Prize
- c) School of Pharmacy Pharmaceutical Science Prize
- d) MSc Geoscience Research Prize for Best Dissertation
- e) The Ben Elliman Prize
- f) Woods Family Scholarship
- g) Amendment to the Hannah McAllister Scholarship

C RECOMMENDATIONS TO COUNCIL FOR APPROVAL

C69. EXTERNAL EXAMINERS

Senate resolved to recommend to Council that the nominations for external examiners for taught and research degrees, as prescribed within the paper be approved.

C70. AMENDMENTS TO STATUTES, ORDINANCES AND REGULATIONS

- (a) Ordinance XXVIII: Appeals and Grievances Considered by Council

Senate resolved to recommend to Council that the amendments presented be approved.

- (b) Regulation 1.A.11: Determination of Results and Action to be Taken

Senate resolved to recommend to Council that the amendments presented be approved.

- (c) Regulation 1F: Integrated Masters Programmes

Senate resolved to recommend to Council that the amendments presented be approved.

C71. SENIOR APPOINTMENTS

Senate resolved to recommend to Council that the following appointment be approved:

Professor N Edelstyn as acting Head of School of Psychology commencing 23rd February 2015

C72. AWARD OF HONORARY TITLES

Senate resolved to recommend to Council that the award of Honorary Titles, as prescribed within the paper be approved.

D FOR REPORT

D73. SCEACE REPORT

Senate received a report on SCEACE decisions taken since the last meeting.

D74. FACULTY OF HEALTH – FITNESS TO PRACTISE REPORT

Senate received the annual report from the Faculty of Health on Fitness to Practice cases.

D75. GENDER SEGREGATION CODE OF PRACTICE

Senate received the Gender Segregation Code of Practice, which had been approved by the University Executive Committee on 9th December 2014.

D76. APPOINTMENTS, RETIREMENTS AND RESIGNATIONS

A list of appointments, retirements and resignations was received.

D77. CHAIR'S ACTION

Senate noted the actions that were approved between meetings under Chair's powers.

E ANY OTHER BUSINESS



SENATE

ATTENDANCE – 11th March 2015

- (a) **The Vice-Chancellor**
Professor Nick Foskett
- (b) **Deputy Vice-Chancellor and Provost and the Pro Vice-Chancellors and the Deans (including the Chairs of the Boards of Studies and Faculties)**
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| A | Professor Trevor McMillan | Deputy Vice-Chancellor and Provost |
| | Professor Fiona Cownie | Pro Vice-Chancellor for the period 2013-2018 |
| | Professor Mark Ormerod | Pro Vice-Chancellor for the period 2011-2016 |
| | Professor Andy Garner | Dean of the Faculty of Health & Pro Vice-Chancellor |
| | Professor David Shepherd | Dean of the Faculty of Humanities & Social Sciences & PVC |
| | Professor Jonathan Wastling | Dean of the Faculty of Natural Sciences |
- (c) **The Director of Planning and Academic Administration**
Dr Simone Clarke Director of Planning and Academic Administration and Secretary to Senate
- (d) **Librarian**
Mr Paul Reynolds
- (e) **Heads of Departments and Schools**
- Academic Schools:**
- | | |
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| | School of Computing and Mathematics: Professor Graham Rogerson |
| | School of Sociology and Criminology: Professor Ronnie Lippens (<i>Acting</i>) |
| | Keele Management School: Professor Robin Bladen-Hovell |
| | School of Health & Rehabilitation: Dr Catherine Bucher |
| | School of Humanities: Professor David Amigoni |
| | School of Law: Professor Andrew Francis |
| | School of Life Sciences: Professor David Hoole |
| | School of Medicine: Professor Andrew Hassell |
| A | School of Pharmacy: Professor Nigel Ratcliffe |
| | School of Public Policy and Professional Practice: Professor Steven Shardlow (<i>Acting</i>) |
| A | School of Nursing and Midwifery: Dr Pauline Walsh |
| | School of Physical and Geographical Sciences: Professor Stuart Egan |
| A | School of Politics, International Relations & Philosophy: Professor Bulent Gokay |
| | School of Psychology: Professor Michael Murray |
- Academic Departments (Research Institutes):**
- | | |
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| | Faculty Research Office for Natural Sciences: Professor Paul Eggleston |
| A | Faculty Research Office for Humanities and Social Sciences: Professor Barbara Kelly |
| | Institute for Primary Care and Health Sciences: Professor Elaine Hay |
| | Institute for Science and Technology in Medicine: Professor Alicia El Haj |
- (f) **Members of the Electoral Roll elected by the Senate**
- (g) **Members of the Electoral Roll elected by the Electoral Roll**
- Elected by the Faculty of Health*
- | | | |
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| | Ms Christine Armstrong (Nursing & Midwifery) | 2012-2015 |
| A | Dr Russell Crawford (Medicine) | 2014-2017 |

Dr Jackie Waterfield (Health & Rehabilitation)	2013-2016
Dr Katie Maddock (Pharmacy)	2013-2016
Dr Penelope List (Medicine)	2012-2015
Ms Anne O'Brien (Health & Rehabilitation)	2014-2017
Ms Daxa Knowles (Pharmacy)	2014-2017
Dr Nicholas Forsyth (Medicine)	2014-2017

Elected by the Faculty of Humanities and Social Sciences

	Dr Jane Boylan (PPPP)	2013-2016
	Professor Michael Haley (Law)	2012-2015
	Dr Sorcha Uí Chonnachtaigh (Law)	2013-2016
	Dr Helen Parr (SPIRE)	2014-2017
	Dr Nicholas Reyland (Humanities)	2012-2015
	Dr Nicholas Seager (Humanities)	2012-2015
	Professor Tsachi Keren-Paz (Law)	2013-2016
	Ms Robin Bell (Language Learning Unit)	2012-2015
	Dr Stephen French (Keele Management School)	2014-2017
A	Dr Ceri Morgan (Humanities)	2014-2017

Elected by the Faculty of Natural Sciences

	Dr Nigel Cassidy (Physical & Geographical Sciences)	2012-2015
A	Dr Sharon George (Physical & Geographical Sciences)	2013-2016
	Dr Sue Sherman (Psychology)	2012-2015
	Dr Frederic Tripet (Life Sciences)	2012-2015
	Dr William Kirk (Life Sciences)	2014-2017
	Dr Katie Szkornik (Physical & Geographical Sciences)	2014-2017

(h) Student Representatives: Elected Officers

President of Keele Students' Union

Mr Bolu Oyewale 2014-2015

Vice-Presidents of Keele Students' Union

Ms Bhavika Patel 2014-2015

Vacant

Ms Annie Piper 2014-2015

Ms Lucy O'Dwyer 2014-2015

President of the Association of Postgraduate Students

Mr Jon Granger 2014-2015

OFFICERS IN ATTENDANCE

	Dr Jon Herbert	HUMSS Faculty Director of Learning & Teaching
	Dr Richard Stephens	Natural Sciences PG Director of Learning & Teaching
A	Dr Richard Waller	Natural Sciences Faculty Director of Learning & Teaching
A	Professor Lindsay Bashford	Health Faculty Director of Learning & Teaching
A	Professor Julius Sim	Health Postgraduate Director of Learning & Teaching
A	Mr John McCarthy	Director of Marketing and Communications
	Ms Dorothea Ross-Simpson	Head of Governance & Quality Assurance

SECRETARIAT

Mr Mark Fergusson Governance Officer (Observer)

Ms Jen Paddison Strategic Planning and Policy Manager