



MINUTES OF THE MEETING OF SENATE

Held on Wednesday 14th October 2015

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

The Chair welcomed Senators to the first meeting of the 2015/16 academic year and his first meeting since taking up appointment as Vice-Chancellor in the summer. A particular welcome was extended to new Senators who were attending their first meeting.

1. MINUTES AND ACTIONS

(a) Minutes

The minutes of the meeting held on 24th June 2015 were approved, along with the minutes of the Approvals Group meetings held on 6th July and 18th August 2015.

(b) Actions List

Senate received and noted the actions list that detailed the progress of the actions that were agreed at previous meetings. The action was noted as completed.

2. MATTERS ARISING

There were no matters arising from the previous meeting.

A POLICY AND STRATEGY ISSUES

A3. VICE-CHANCELLOR'S REPORT TO SENATE

The Vice-Chancellor's report included an overview of the University's recent achievements, in particular the excellent results of the National Student Survey and the outstanding outcome in relation to the recruitment of Home/EU students.

The Vice-Chancellor delivered a presentation to highlight the key themes from his recent address to the University and main priorities for the coming year. An overview of updates and trends from the external environment, in particular expected changes in the regulatory framework within the sector and the international student recruitment market, was also provided.

It was confirmed that the next Vice-Chancellor's forum would take place on 8th December and would focus on the Teaching Excellence Framework (TEF). Publication of the Higher Education Green Paper was expected on 15th October although it was possible publication may be delayed. The requirements for the TEF were expected to vary between institutions but the importance of keeping developments in this area under review was noted.

The recent Competition and Markets Authority (CMA) review into the sector's compliance with consumer law requirements was highlighted as a significant piece of work, requiring input from across the University, which had been turned around very quickly ahead of the forthcoming sector-wide review. Thanks were noted to all those who had been involved in the project and the ongoing efforts to prepare for the review in October.

The Chair noted that he had been asked as part of the induction about the tone of Senate meetings. He confirmed that, as the new Chair, he envisaged maintaining the mechanism for debate of key issues in accordance with regulatory responsibilities but hoped to ensure research issues received prominent coverage alongside teaching related matters. He wished to maintain the opportunity for open debate with due recognition of the position of Senate within the University's governance framework.

A4. STUDENT OFFICERS' REPORTS

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

Senate received the report from the President of KeeleSU and noted that the Student's Union had improved in its National Student Survey results, achieving sixth position nationally. Updates were provided on key work streams being undertaken including improvements to the KeeleSU website and development of a bursary scheme to support students with costs associated with attendance at events related to their course. It was also noted that following a lengthy consultation process, it was anticipated that the Post Office would relocate from the Students' Union Building to Martin's Newsagents in December 2015.

Discussion followed regarding the outcome report on the International Student Experience Survey. Senators requested the full report be circulated as proposed in the President's report.

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

Senate received the report from the President of the KPA and noted that the Association's website had been redeveloped to include significantly more resources, including provision for electronic voting during elections and the processing of applications for the KPA bursary scheme. It was reported that the next round of bursary applications was due to open imminently. Senators were asked to promote the scheme among their students to encourage them to apply. Thanks were noted from the KPA to University Executive Committee for their support for renovations of the Clubhouse. Senate also noted that the Association was developing a new Strategic Plan.

A5. ITEM COMMERCIAL IN CONFIDENCE

A6. NATIONAL STUDENT SURVEY OUTCOME REPORT

Senate received a report on the National Student Survey (NSS) 2015 and noted that the University had performed exceptionally, achieving first place for overall satisfaction again. A 95% satisfaction score was achieved, which is an improvement on the 93% in NSS 2014. The new discipline-based reviews introduced in 2014/15 to enable schools to be more proactive in their approach and allow greater sharing of information across disciplines was to be maintained for 2015/16 to provide a mechanism for sharing best practice at an institutional level in a timely manner in order that changes could be made in time for the next NSS survey period in early 2016. Action plan templates had been issued to Schools to obtain their feedback on the results and areas for development. It was noted that the feedback gathered so far had been constructive.

A7. SENATE COMMITTEE PROJECTS REPORT

Senate received a report on projects being undertaken by Senate Sub-Committees. It was noted that this was the second annual report of this nature, designed to provide Senate with assurance on the developments being taken forward at sub-committee level and as such, the report included progress updates on ongoing projects alongside a summary of new initiatives. It was also noted that the entry on the Regulation 7 Appeals project should also include Regulation 26 Complaints as these work streams were linked.

A8. RESEARCH COMMITTEE

a) Annual Report

Senate received the annual report of the Research Committee from the Deputy Vice-Chancellor and Provost, which provided an overview of the Research Excellence Framework (REF) 2014 results. It was also reported that external research grant income for 2014-2015 was £16.55m, which represents a 14% increase on 2013-2014 and a doubling of research income over the last seven years. The PGR intake in 2014-2015 was 114 FTEs, which is the highest ever and international PGR students now constitute 28% of the PGR population, having more than doubled in recent years. The need to develop strong collaborations and partnerships to maintain this good trajectory and support progress against the University's strategic aims was recognised.

Pleasing numbers of Postgraduate Research students were noted although there had been a small reduction in the number of new Home PGR students in 2014-15. New University initiatives, including the establishment of the Directorate of Engagement and Partnerships, and external appointment of the new Director, and the new Dean of Internationalisation position, were highlighted as important developments to help the future delivery of the research agenda.

b) Minutes of Research Committee

Senators noted the minutes of Research Committee held on 8th September 2015. Senate received a summary of current activity in preparation for the next Research Excellence Framework, including the REF dry run planned for summer 2017, alongside other initiatives around early career appointments and the development of the Impact Acceleration Fund. Progress in the implementation of requirements in relation to Open Access were also noted, it was hoped that there would be a move towards an "act on acceptance" approach by researchers to ensure early compliance with publication requirements.

The Deputy Vice-Chancellor and Provost highlighted the appointment of Professor David Amigoni, presently Head of the School of Humanities, as the new Pro Vice-Chancellor (Research and Enterprise).

Discussion followed on the equality and diversity data from REF 2014 highlighted in the report. It was noted that new Senators may not have seen the detailed information presented to Senate before their election. Professor Ormerod agreed to share the previous report which covered the queries being raised.

A9. UNIVERSITY LEARNING AND TEACHING COMMITTEE (ULTC)

Senate received a report from the ULTC. It was highlighted that the introduction of discussion items at each meeting had been successful and that, after initial concern, the introduction of the new regulations concerning appropriate engagement with

studies had settled in well and implementation in Semester two was greatly improved. A holistic review of the regulations and attendance monitoring arrangements was planned for March 2016.

A query was raised regarding the updated policy on Late Submission of Assessed Work. Professor Cownie agreed to investigate.

[Secretary's Note: The Policy was approved via Chair's Action on 24th August 2015, see paper D5 on the agenda for this meeting.]*

B FORMAL APPROVALS BY SENATE

B10. ACADEMIC AWARDS

Senate **resolved:**

That the awards as set out in the papers, including the amendments to awards submitted to the Governance Office between the time that the papers were circulated and the time of the meeting (details of the awards amended were outlined in the reserved minutes) be approved.

(a) Taught degrees, diplomas and certificates

Senate **resolved:**

That the awards presented in the papers, along with the awards that were withdrawn from the list and the amendments/additional students who were named under the reserved areas be approved.

(b) Postgraduate Research Awards

Senate **resolved:**

That the awards presented, with the exception of the awards that were withdrawn from the list and the amendments presented under the reserved areas agenda be approved.

B11. NOMINATIONS FOR STUDENT PRIZES AND FUNDS

Senate **resolved:**

That the nominations for the student prizes as recommended by the course examination boards, as listed in the paper be **approved**.

C RECOMMENDATIONS TO COUNCIL FOR APPROVAL

C12. SENIOR APPOINTMENTS

(a) Senate **resolved to recommend to Council:**

That the following appointments be approved:

(i) Professor David Amigoni – Pro Vice-Chancellor (Research and Enterprise)

(ii) Professor Steven M. Shardlow – Head of School – School of Social Science and Public Policy

(b) Senate noted the following appointments:

(i) Professor Mark Ormerod – Deputy Vice-Chancellor and Provost (Approved by Senate Appointment Approval Group)

(ii) Ms Gemma Lowe – Interim Secretary to Senate and Council (Approved via Chair's Action)

C13. AMENDMENTS TO STATUTES, ORDINANCES AND REGULATIONS

(a) Ordinance IV – Award & Conferment of Degrees

Senate **resolved to recommend to Council that:**

The amendments to Ordinance IV relating to Award & Conferment of Degrees be approved.

(b) Regulation 2D – Research Degrees

Senate **resolved to recommend to Council that:**

The amendments to Regulation 2D relating to Research Degrees be approved.

(c) Regulation 10 – Student Health

Senate **resolved to recommend to Council that:**

The amendments to Regulation 10 relating to Student Health be approved.

(d) Regulation 17 – Quality Assurance Committee

Senate **resolved to recommend to Council that:**

The amendments to Regulation 17 relating to Quality Assurance Committee be approved.

(e) Regulation 17 – Faculty Learning & Teaching Committee

Senate **resolved to recommend to Council that:**

The amendments to Regulation 17 relating to Faculty Learning and Teaching Committee be approved.

C14. EXTERNAL EXAMINERS

Senate **resolved to recommend:**

That the nominations for external examiners be approved by Council.

C15. AWARD OF HONORARY TITLES

Senate **resolved to recommend:**

That the award of honorary titles be approved by Council.

D FOR REPORT

D16. ANNUAL REPORTS OF THE EXECUTIVE LIAISON COMMITTEES 2014/15

- (a) Education Student Liaison Committee
Senate received and noted the Annual Report of the Education Student Liaison Committee 2014/15.
- (b) Research Student Liaison Committee
Senate received and noted the Annual Report of the Research Student Liaison Committee 2014/15.

D17. ATTENDANCE AT SENATE AND ITS SUB-COMMITTEES

Senate received the report on Committee attendance levels for the 2014/15 academic year.

D18. SUB-COMMITTEE FOR EXAMINATION ABSENCES AND COURSEWORK EXTENSIONS REPORT

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

D19. APPOINTMENTS, RETIREMENTS AND RESIGNATIONS

A list of appointments, retirements and resignations was received.

D20. CHAIR'S ACTION

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

D21. ANY OTHER BUSINESS

No matters raised.



SENATE

ATTENDANCE – 14 October 2015

- (a) **The Vice-Chancellor**
Professor Trevor McMillan
- (b) **Deputy Vice-Chancellor and Provost; and the Pro Vice-Chancellors and the Deans (including the Chairs of the Boards of Studies and Faculties)**
Professor Mark Ormerod Deputy Vice-Chancellor and Provost
Professor Fiona Cownie Pro Vice-Chancellor for the period 2013-2018
Professor Andy Garner Dean of the Faculty of Health and Pro Vice-Chancellor
Professor David Shepherd Dean of the Faculty of Humanities and Social Sciences and Pro Vice-Chancellor (Library & Information Strategy)
A Professor Jonathan Wastling Dean of the Faculty of Natural Sciences and Pro Vice-Chancellor (Postgraduate Studies)
Professor Richard Luther Dean of Internationalisation
- (c) **The Director of Planning and Academic Administration**
Mrs Emma Christmas Acting Director of Planning and Academic Administration
- (d) **Librarian**
Mr Paul Reynolds
- (e) **Heads of Departments and Schools Academic Schools:**
School of Computing and Mathematics: Professor Graham Rogerson
School of Social Science and Public Policy: Professor Steven M. Shardlow
A Keele Management School: Professor Kurt Allman
School of Health & Rehabilitation: Dr Catherine Bucher
School of Humanities: Professor David Amigoni
A School of Law: Professor Andrew Francis
School of Life Sciences: Professor David Hoole
School of Medicine: Professor Andrew Hassall
School of Pharmacy: Professor Nigel Ratcliffe
A School of Nursing and Midwifery: Dr Pauline Walsh
School of Physical and Geographical Sciences: Professor Stuart Egan
School of Politics, Philosophy, International Relations & Environment: Professor Brian Doherty
School of Psychology: Professor Michael Murray
- (f) **Academic Departments (Research Institutes):**
Faculty Research Office for Natural Sciences: Professor Paul Eggleston
Faculty Research Office for Humanities and Social Sciences: Professor Scott McCracken
A Institute for Primary Care and Health Sciences: Professor Elaine Hay
A Institute for Science and Technology in Medicine: Professor Alicia El Haj

(g) Members of the Electoral Roll elected by the Electoral Roll

Elected by the Faculty of Health

A	Dr Sue Ashby (Nursing & Midwifery)	2015-2018
	Dr Russell Crawford (Medicine)	2014-2017
	Dr Jackie Waterfield (Health & Rehabilitation)	2013-2016
	Dr Katie Maddock (Pharmacy)	2013-2016
	Ms Jan Davison (Health & Rehabilitation)	2015-2018
	Dr Clare Jinks (Primary Care & Health Sci)	2015-2018
	Ms Daxa Knowles (Pharmacy)	2014-2017
	Dr Nicholas Forsyth (Medicine)	2014-2017
	Mrs Kim Sargeant (Nursing & Midwifery)	2015-2018
	Dr Wynne Thomas (Medicine)	2015-2018

Elected by the Faculty of Humanities and Social Sciences

A	Dr Jane Boylan (PPPP)	2013-2016
	Dr Rebecca Leach (Sociology)	2015-2018
	Dr Siorcha Uí Chonnachtaigh (Law)	2013-2016
A	Dr Helen Parr (SPIRE)	2014-2017
	Professor Tsachi Keren-Paz (Law)	2013-2016
A	Ms Robin Bell (Language Learning Unit)	2015-2018
A	Dr Stephen French (Keele Management School)	2014-2017
A	Dr Ceri Morgan (Humanities)	2014-2017

Elected by the Faculty of Natural Sciences

A	Professor Peter Andras (Computer Sciences)	2015-2018
	Dr Sharon George (Physical & Geographical Sciences)	2013-2016
	Dr Nigel Cassidy (Physical & Geographical Sciences)	2015-2018
	Dr Claire Fox (Psychology)	2015-2018
	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 Craig Heath 2015-2016

Vice-Presidents of Keele Students' Union

	Ms Jo Lea	2015-2016
	Ms Natalie Jordan	2015-2016
	Ms Ela Hollies	2015-2016
A	Mr Nick Reeves	2015-2016

President of the Association of Postgraduate Students
Mr Jon Granger 2015-2016

(i) Interim Secretary to Senate

Ms Gemma Lowe Head of Academic Legal Services

OFFICERS IN ATTENDANCE

Dr Jon Herbert	HUMSS Faculty Director of Learning & Teaching
Dr Barry Ryan	Natural Sciences PG Director of Learning & Teaching

Dr Richard Waller	Natural Sciences Faculty Director of Learning & Teaching
Professor Lindsay Bashford	Health Faculty Director of Learning & Teaching
Professor Julius Sim	Health Postgraduate Director of Learning & Teaching
Ms Dorothea Ross-Simpson	Head of Governance & Quality Assurance
Mr Adam Hughes	KPA Finance Secretary
Mr David Sanderson	Assistant Director of Estates & Development (Operations)
Ms Hazel Russell	Head of Campaigns and Development (Observer)

SECRETARIAT

Mrs Fiona Dumbelton	Governance Manager
Miss Laura Harrison	Governance Support Officer (Observer)