

MINUTES OF THE MEETING OF SENATE

Held on 22 June 2022
Virtually via Microsoft Teams

ITEM	DISCUSSION	ACTION	WHO
1.	<p>Welcome and Apologies For a record of attendance and apologies see attached list.</p> <p>The Chair welcomed members to the meeting and thanked the outgoing Elected Student Officers and Faculty representatives who were attending their final meeting.</p>		
2.	<p>Declarations of Interest None.</p>		
3.	<p>Minutes and Actions The minutes of the meeting on 16 March 2022 were approved as an accurate record of the meeting subject to corrections to the attendance list.</p> <p>The actions list was noted.</p>		
4.	<p>Matters Arising There was a brief discussion of the matters arising raised at the previous meeting. It was confirmed that the People Strategy was being revisited in 2022/23 and this would include consideration of recognition mechanisms.</p> <p>The query on the status of the Staff Voice Group was also revisited and it was confirmed that this was being considered by the new Director of HR and would also link with the development of the People Strategy.</p>		
5.	<p>Research Excellence Framework 2021 Results Senate noted the results and analysis outlined in the paper and it was confirmed that these had also been discussed in a variety of University fora and would also be presented to Council on 7th July 2022.</p> <p>The headline messages from the results were noted as:</p> <ul style="list-style-type: none"> • There had been a 24% increase in the number of staff submitted. • As Keele’s overall submission was larger than REF 2014, this indicated that the quality of the research submitted had increased. • It was confirmed that whilst QR funding would 		

	<p>not be confirmed until September, the UKRI funding settlement and Research England funding from Government had increased, with the primary purpose of the latter being QR funding.</p> <p>Ranking and Sector Context It was noted that, despite the improvement in GPA, Keele's ranking based on GPA was unchanged at 57 out of 157, however, if ranking was judged on 4* world-leading research only, the ranking improved 2 places, to 55th.</p> <p>The challenge for the University in preparing for the next exercise is to increase quality across the submission and analysis was currently being undertaken to assess the impact of selectivity.</p> <p>In terms of benchmark group, it was noted that Keele was ranked bottom of the group following REF 2014 and had now moved up one place, ahead of Aberdeen. This position was further improved if ranked by intensity, this was also impacted by the selectivity of the submission.</p> <p>Future REF Strategy and Ambitions It was highlighted that the key considerations in preparedness for the next exercise were to ensure the opportunity afforded by the University's growth plans to expand research capacity was used to its fullest advantage. This should also be achieved through a focus on selectivity as staff numbers grow.</p>		
6.	<p>(a) KeeleSU Report Senate received the update from the Students' Union on current activities and campaigns. It was noted that funding from the strike fund had been secured to offer payment to Lead Student Voice representatives in 2022/23 to support them in actively fulfilling the role. Senate also discussed Wednesday afternoon teaching and it was confirmed that where a very small number of examples had been identified, actions had been taken to resolve the issue.</p>		
	<p>(b) KPA Report Senate received the update from the KPA and noted that the new Officer team had been elected and would be taking forward development of the revised KPA constitution in 2022/23.</p>		
7.	<p>Education Report Senate received the report which included updates on:</p> <ul style="list-style-type: none"> • TEF preparedness – it was confirmed that OfS had pushed the submission deadline for the next exercise back. The deadline was now expected to be in early 2023. 		

	<ul style="list-style-type: none"> • Keele Learning Principles – it was confirmed that the principles were not regulatory but provided guidance for staff and helped to set student expectations around the balance between online and face to face delivery. It was confirmed that exceptions were possible where there was a pedagogic justification and transparency on this for students had been provided. • Induction – it was reported that an Induction Strategy Group had been established to consider and take forward coordination and planning of induction to address current gaps in provision and develop enhancements for the future. It was confirmed that the focus for 2022/23 was on improving integration between central and school-led activities, while providing opportunities for students to begin to establish social networks with their peers. • Annual Programme Review – the current process has been reviewed against the UUK framework and also undergone external review by a consultant, following this, the process has been refined and streamlined, with an emphasis on identifying issues and targeting interventions at an early stage. • EC Review – the review of the changes to the EC process was ongoing and it was confirmed that further details would be reported to Senate in the autumn. • Global Challenge Pathways – Development of communications is now in progress, ahead of the 2022/23 academic year for level 4 students who will be eligible to participate. The complexity of the development work was highlighted and thanks were noted to the staff who had been involved with this. 		
7.1	<p>The report contained a number of items for approval:</p> <ul style="list-style-type: none"> • Programme withdrawal <p>Senate resolved: That the programmes listed for withdrawal be approved.</p>		
7.2	<ul style="list-style-type: none"> • Regulation Changes <p>Senate resolved: That the changes presented to Regulations D1, D2, D5 and B1 be approved.</p>		

<p>7.3</p>	<ul style="list-style-type: none"> • Examinations and Open-Book Assessments – Terminology, Timeframes and Key Principles <p>Senate were reminded, that as set out in the paper, the rationale for the proposed changes was to rationalise the University position following the rapid changes in assessment processes during the pandemic period. It was noted that the proposals were not without contention, in particular in relation to the proposed 28 hour duration of open book assessments. Senators were reminded that there was no intention for students to work for the whole period – with guidance provided to students on this - and that the duration had been selected to achieve consistency, permit some flexibility and to accommodate a range of requirements.</p> <p>It was confirmed that the issues around deciding an appropriate limit were sector wide and that a number of accrediting bodies had expressed concerns about timed submission windows.</p> <p>Senate observed that there was not a one size fits all solution and there was a risk that some programmes would be forced back into in person timed assessments by accreditation bodies as a result. Senators were reminded that there needed to be a pedagogic rationale for this approach.</p> <p>The student representatives confirmed that they were supportive of the duration and felt that it represented a positive reflection of the modern approach to teaching and learning, where it is acknowledged that students require flexibility to accommodate other aspects of their life alongside study.</p> <p>It was also noted that there was an opportunity for the University to be innovative and sector leading in taking this position to provide a more inclusive assessment approach.</p> <p>Concern around academic integrity was acknowledged and it was confirmed that work was ongoing to develop the University’s response to this within the new assessment approach.</p> <p>Senate resolved: That the proposals be approved.</p> <p>It was noted that there was a need to keep the approach under review, noting the contention within the sector.</p>		
<p>7.4</p>	<ul style="list-style-type: none"> • Student Attendance and Engagement Policy <p>It was confirmed that the new policy and procedure replaced the current Academic Warning Policy and was intended to set out clearly the University’s approach to monitoring student attendance and supporting student</p>		

	<p>engagement.</p> <p>Senate resolved: That the policy and procedure be approved.</p>		
7.5	<ul style="list-style-type: none"> Academic Mentoring Code of Practice <p>It was confirmed that the Code of Practice formalised the change of terminology away from personal tutoring and was well positioned alongside the previous item to improve the support available to students to engage with their studies.</p> <p>It was confirmed that students would have one academic mentor, even on combine honours programmes and that the engagement dashboard would provide the mentor with the whole picture across both programmes.</p> <p>Senate resolved: That the Code of Practice be approved.</p>		
7.6	<ul style="list-style-type: none"> Enhancing Induction and Transition <p>It was confirmed that the proposals had been developed following the formative initial discussion at the December senate meeting. The proposals introduced a new 'week 0' to allow induction and transition activities to take place ahead of the start of teaching activity, for students at all levels. Development of plans for an inter-semester period following semester one assessments, to further enhance transition activities would continue during 22/23 and in support of this, a pilot 2-day period was confirmed for 22/23 in a small number of schools. Work was ongoing to consider approaches to induction for programmes with a non-standard start date.</p> <p>A request to consider the timing and deadlines around the August re-assessment period was made, with the current window very tight for turning around marking due to the proximity of the period to the start of semester one.</p> <p>Senate resolved: That the proposals be approved.</p>		
7.7	<ul style="list-style-type: none"> Disestablishment of Education Policy Sub-Committee <p>Senate noted the rationale for the proposal, based on falling levels of business and changes in the operation of Education Committee.</p> <p>Senate resolved: That the proposal to dis-establish Education Policy Sub-Committee be approved.</p>		
7.8	<p>The Vice-Chancellor recognised the significant volume of work coming through from Education Committee and noted thanks to all involved in preparing the proposals</p>		

	approved today, in particular, Deans of Education.		
8.	<p>Research Report Senate received the update report and noted that activity within research institutes was building momentum and there had been positive work undertaken to rationalise existing research centres and create new ones recognising excellent performance.</p> <p>Senate resolved: That the revised Research Misconduct Procedure be approved.</p>		
9.	<p>Recruitment Update Senate received the report and noted that indications around Undergraduate recruitment was currently in line with expectations for this point in the cycle and Postgraduate Taught recruitment was growing well in both new and existing programmes.</p> <p>Senate discussed the need to improve conversion activity and it was noted that many of the quick wins had already been actioned. Feedback on wider issues was hard to obtain as there was no critical mass of evidence, however, consideration of the presentation of programmes and dialogue about the wider Keele offer was vital in helping to secure applications.</p>		
10.	<p>VC Report Senate received the report, which was taken as read, with apologies noted for the late circulation of the VC question responses. Senators who had not attended the installation/inaugural lecture by the new Chancellor, were encouraged to watch this back. It was confirmed that there was great excitement about working with James Timpson, OBE and any requests for collaboration should be sent via the VC's office to ensure demands on his time were managed appropriately.</p> <p>A follow up question was posed on the response to the VC question regarding living wage, which had been answered outside the papers. It was confirmed that this should be posed to HR directly.</p>		
11.	<p>Secretary's Report Senate received the report and resolved to approve the following items:</p> <ul style="list-style-type: none"> • Awards • Conferment of Honorary Titles • Results of the Senate Election <p>Senate resolved: To recommend approval to Council the Senior Appointments as set out in the paper.</p>		
12.	<p>Equality, Diversity and Inclusion Considerations No further items raised.</p>		

13.	Any Other Business Senators were reminded that the deadline to register to process in the summer graduation ceremonies was 26 th June. Members were encouraged to participate if possible, to recognise the achievements of Keele students and staff in supporting them to achieve their awards.		
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SENATE ATTENDANCE LIST

(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 Krystian Spelman Miller Pro Vice-Chancellor Education
A Professor Professor Eran Edirisinghe Pro Vice-Chancellor Research & Enterprise
Professor Pauline Walsh Dean of the Faculty of Medicine and Health Sciences and Pro Vice-Chancellor
Professor Donna Lee Dean of the Faculty of Humanities and Social Sciences and Pro Vice-Chancellor (Advancement in Global Engagement)
Professor Jonathan Wastling Dean of the Faculty of Natural Sciences and Pro Vice-Chancellor (Postgraduate Studies)

(c) **Academic Registrar**

Ms Victoria Macfarlane Academic Registrar

(d) **Librarian**

Mr Daniel Perry

(e) **Heads of Departments and Schools**

Academic Schools:

School of Humanities: Dr Nicholas Seager
Keele Business School: Professor Samir Dani
School of Law: Professor Alison Brammer
School of Social, Political and Global Studies: Professor Helen Parr
A School of Allied Health Professions: Ms Anne O'Brien
School of Medicine: Professor Christian Mallen
School of Nursing and Midwifery: Professor Julie Green
School of Pharmacy and Bioengineering: Professor Katie Maddock
School of Chemical and Physical Sciences: Professor Mike Watkinson
A School of Computing and Mathematics: Professor Daniel Reidenbach
School of Geography Geology and Environment: Professor Clare Holdsworth
School of Life Sciences: Dr Naomi Forrester - Soto
School of Psychology: Professor Abigail Locke
A Harper and Keele Veterinary School: Professor Matthew Jones
A Keele Doctoral Academy: Professor Alexandra Lamont

Deans of Research

Faculty of Humanities and Social Sciences- Professor Mariangela Palladino
Faculty of Medicine and Health Sciences- Professor Nick Forsyth
Faculty of Natural Sciences- Professor Clifford Stott

Deans of Education

Faculty of Humanities and Social Sciences – Tim Lustig
Faculty of Medicine and Health Sciences – Dr Heidi Fuller
Faculty of Natural Sciences – Dr Katie Szkornik
A KIITE: Dr Rafe Hallett

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

Elected by the Faculty of Humanities and Social Sciences

A	Dr Rebecca Richards (International Relations)	2019-2022
	Dr Samantha Weston (Criminology)	2019-2022
	Mrs Catherine Edwards (Law)	2019-2022
	Dr Xuebing (Jack) Cao (Keele Business School)	2020-2023
	Dr Laura Pritchard-Jones (Law)	2020-2023
	Dr Shalini Sharma (History)	2018-2025

Elected by the Faculty of Medicine and Health Sciences

	Dr Abigail Rutter (Pharmacy & Biomedical Engineering)	2019-2022
	Dr Emma Healey (Medicine)	2019-2022
	Mrs Cath Hill (Nursing and Midwifery)	2020-2023
	Vacancy	2020-2024
A	Professor Saeed Farooq, School of Medicine	2021-2024
	Miss Marie Doherty, School of Nursing and Midwifery	2021-2024
A	Dr Simon White, School of Pharmacy and Bioengineering	2021-2024
	Dr Desiree O'Leary, School of Allied Health Professions	2021-2024

Elected by the Faculty of Natural Sciences

	Dr Masi Noor (Psychology)	2019-2022
A	Dr David Mazzocchi-Jones (Life Sciences)	2019-2022
	Dr Laura Hibberts (Foundation Year)	2019-2022
	Vacancy	2019-2022
	Dr Jacco van Loon (Chemical and Physical Sciences)	2020-2023
	Dr Deirdre McKay (Geography, Geology and Environment)	2020-2023
	Dr Glenn Hussey (School of Life Sciences)	2020-2023
	Dr Anja Winter (Life Sciences)	2020-2023

(h) Student Representatives: Elected Officers

KeeleSU

A	Ms Holly Brooks <i>Union Development and Democracy Officer</i>	2021-2022
	Mr Jack Medlin- <i>Education Officer</i>	2021-2022
	Mr Dan Lay - <i>Welfare and Diversity Officer</i>	2021-2022
	Mr Tom Guilbert-Newell - <i>Activities and Community Officer</i>	2021-2022
	Ms Lucy Whitehouse- <i>Athletic Union and Sport Officer</i>	2021-2022

Keele Postgraduate Association

	Ms Sarah Hammond	2020-2021
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In-Attendance at Senate

Chief Operating Officer: Dr Mark Bacon

Director of Foundation Year: Simon Rimmington

Head of Academic Quality and Student Conduct: Dorothea Ross-Simpson

EDI Observers (Rotational Attendance)

Hinna Sheikh Race Equality Officer
Lisa Lau RECSAT Co-Chair
Tess Phillips FNS
Marie Doherty FMHS
Susan Bruce Gender Equality Lead

Robbie Pickles Director: GSRA (Item 8)