

MINUTES OF THE MEETING OF SENATE

Held on 2nd December 2020
Virtually via Microsoft Teams

ITEM	DISCUSSION	ACTION	WHO
1.	<p>Apologies and Absences The attendance, apologies and absences are noted on the attached list.</p> <p>The Vice-Chancellor welcomed Senators to the meeting and also David Law, Clare Stevenson, Robbie Pickles, Susan Bruce and Emma Colley who were observing.</p> <p>Newly elected Senators were welcomed to the meeting and Senate resolved:</p> <p>That the results of the Senate election presented in the Secretary’s Report be approved.</p> <p>Senate were advised that this was the final meeting for Anne Loweth and Helen Galbraith and Paul Reynolds. The Vice-Chancellor noted thanks them for their contribution to Senate and the wider operation of the University, this was seconded by Senate members.</p>		
2.	<p>Declarations of Interest None.</p>		
3.	<p>Minutes and Actions The minutes of the meeting held on 14 October 2020 were approved as an accurate record, subject to the following amendments:</p> <ul style="list-style-type: none"> • Page 1- role of EDI Leads as observers. Minute to be amended to clarify the role of the EDI leads at Senate, as follows: <p>The VC welcomed Dr Ray Amith, EDI co-chair for the Faculty of Natural Sciences and newly appointed Race Equality Charter Self Assessment Team (RECSAT) Co-Chair, who was attending as an observer. Faculty EDI Leads and the RECSAT Co-Chair would attend future Senate meetings on rotation, to strengthen links between Senate and the University's EDI and RECSAT activities, and to help ensure that EDI considerations are appropriately addressed within Senate business.</p>		

	<ul style="list-style-type: none"> An amendment to the attendance list to show Dr Shalini Sharma was present. 	Amend minutes of 14 October 2020 as noted.	Secretary/ Governance Officer
4.	<p>Matters Arising</p> <p>Jacco van Loon highlighted that the equality data requested following the action from June 2020 meeting had been shared with him personally but he felt it should be shared with all of Senate.</p>	Explore sharing the data more widely.	Secretary/ Governance Officer
5A	<p>Update from the Vice-Chancellor</p> <p>The Vice-Chancellor presented his report which, due to the need to ensure sufficient discussion time, was mostly taken as read with questions raised on specific items.</p>		
5B(a)	<p>KeeleSU Report</p> <p>Jack Karimi presented the report and confirmed that during the recent lockdown KeeleSU's commercial services running as far as they were able and flexible furlough had been utilised to manage staffing.</p> <p>The written report was largely taken as read with the following issues highlighted:</p> <ul style="list-style-type: none"> Covid-19 had been the dominant theme of the Union General Meeting. The Officer review had been ongoing with proposals to be agreed later in December. Election of Student Voice Reps had been successful. The Be Better, Do Better anti-racism campaign had been launched and was intended to be a long-term project focussing on key issues including mythbusting, attainment gap and education issues. <p>Thanks were noted to Anne Loweth, Helen Galbraith and Paul Reynolds for their work with KeeleSU.</p>		
5B(b)	<p>KPA Report</p> <p>Katie Charlton presented the report and confirmed that:</p> <ul style="list-style-type: none"> The KPA Clubhouse had been operating a click and collect service during lockdown. Online activities would be offered over Christmas. New Committee members had been elected, including a new Vice-President, Elisia Narbett. Support was being provided for PGR students and it was highlighted that expectations for PhD students had been requested. The PVC Research confirmed that the University had put measures in place beyond those required by UKRI. The University recognised the implications for students, particularly around funding and were committed to supporting them. The Dean of Natural Sciences confirmed that support for lab-based students was in place and significant support had been 		

	<p>provided.</p> <p>Senate welcomed Elisia Narbett as incoming KPA Vice-President.</p>		
5C(a)	<p>The Future of Programmes in Music and Music Technology</p> <p>The Vice-Chancellor confirmed that, as communicated to Senate on the morning of 2 December 2020 via email, this item had been withdrawn from the agenda due to concern that the communications issued to Senate since the paper was circulated would prevent sufficient focus on the academic aspects of the paper.</p>	<p>A paper to be brought to a future Senate meeting, following further discussion.</p>	<p>VC/DVC</p>
5C(b)	<p>Music on Campus and its Contribution to the University's Wider Mission</p> <p>The Deputy Vice-Chancellor presented the paper. He confirmed that the purpose of the proposal was to recognise the important contribution of music and musical activities to the Keele Community, it was anticipated that the stakeholder group would explore options for the future. Arts Keele was recognised as a key aspect of this activity and had made key strides in recent years, linked with the Keele Deal Culture to deliver the largest visual arts programme in the area and the only live performance programme of its kind.</p>		
5D	<p>International Strategy</p> <p>Professor O'Sullivan introduced the paper and confirmed that the strategy would be critical to Keele's agenda in the post Covid world. The Strategy was clearly set out around 4 key areas of activity.</p> <p>There was some discussion of support available for EU students following the end of the transition period and going into the next year following Brexit. Helen Galbraith confirmed that student services and immigration compliance were working closely together to provide support. The Vice-Chancellor confirmed that there was scope for individual support post January 2021, more detail would be provided when it was available.</p> <p>Senate welcomed the proposals though some concern was expressed that support for marketing and recruitment should be factored in to budget setting. It was also queried whether institutions Keele wished to work with had been identified.</p> <p>David Law confirmed that the previous strategy aimed high but did not necessarily consider a sufficient variety of countries. The key strategic objective for this strategy was to be multi-dimensional, rather than focussing on individual Strategic Partnerships which can be complex.</p> <p>The need to recognise different requirements for undergraduate and research partnerships was highlighted. This was acknowledged.</p>		

	<p>It was also confirmed that working groups would be set up as part of the implementation plan for the strategy including student involvement.</p> <p>Senate resolved: That the International Strategy to be recommended to Council for approval.</p>		
<p>5E</p>	<p>Research Report</p> <p>The PVC Research presented the report which included the Annual Report of Research Committee activity, the usual Senate update and a number of items for approval.</p> <p>The PVC Research commended the award of World Class Laboratories funding as reported in the Vice-Chancellor's report.</p> <p>The research funding position was confirmed to be effectively tracking the same point last year with just a 3% reduction. Thanks were noted to colleagues across the University for their continued activities and hard work in spite of the difficult circumstances.</p> <p>It was confirmed that REF was dominating attention up to the end of March which would also be the end of Professor Amigoni's term as Pro Vice-Chancellor. Output selection meetings were currently taking place providing intensive review and feedback on impact case studies.</p> <p>As touched on earlier in the discussion, the response to UKRI Phase II support for PGR students had been coordinated by the KDA. The KDA had been formally launched at the PGR conference, a report on which was available in the paper.</p> <p>It was confirmed that the University Leadership Group was due to receive a presentation on Knowledge Exchange in early December.</p> <p>There was a query on the amendments to the PGR Code of Practice regarding electronic thesis submission as files were sometimes too large for email. This was noted and would be considered by Quality Assurance. The importance of ensuring the Code of Practice remained succinct was emphasised and additional detail could be provided in guidance as required.</p> <p>Senate Resolved: That the items presented in the report be approved:</p> <ol style="list-style-type: none"> 1. Code of Good Research Practice 2. Annual Research Integrity Statement 2019-20 3. Keele Statement on Responsible Research Assessment 		

	<p>4. Amendments to the PGR Code of Practice including amendments to Regulation C1 circulated in the late paper.</p>		
5F	<p>Education Report The PVC Education presented the report, highlighting the annual report of Education Committee business and noting thanks to Education Committee members and Directors of Education for their hard work, under significant time pressure to deliver the measures required to respond to Covid-19.</p> <p>The External Examining Overview report was highlighted and it was confirmed that there was action to be taken in three areas, moderation, Generic Assessment Criteria and stepped marking.</p> <p>Senate resolved: That the amendments to the terms of reference for Education Committee be approved.</p> <p>Discussion followed on the move of elective modules to online delivery. Professor O’Sullivan confirmed that there was still work to be done to exploit the flexibility available and resolve some long standing difficulties such as timetabling clashes. Rafe Hallett noted that there was a need to redesign content to suit online delivery and discussions would be held with School and Faculty Education Committees to explain the plans further. It was queried whether there was a possibility of students taking extra credits in this form. Whilst this was possible and could be discussed, there was a risk this would create hierarchy of engagement and so a preference would be for credit bearing modules only.</p>		
5G	<p>Honorary Degrees The Vice-Chancellor presented the Honorary Degree nominations for Senate approval, confirming that the Committee had selected them from a strong field.</p> <p>Senate resolved: That the nominations for Honorary Degree awards be recommended to Council for approval subject to the chair receiving any comments from Senators before submission to Council .</p>		
5H	<p>University Student Voice Committee Annual Report Senate received the annual report and Dr Loweth highlighted that she was very pleased to have been able to involve more Student Voice representatives at meetings in 2019/20.</p> <p>Noting that the transgender policy had been discussed by USVC, there was a request to allow recording of non-binary gender identity via eVision, which was not currently available.</p>	Follow up with SAS/IDS	Secretary/ Governance Officer

51	<p>Secretary's Report</p> <p>Senate received the report noting items for report and approval.</p> <p>There was a discussion of the cases of sexual violence reported in the Student Casework paper and it was queried why not all were investigated formally. It was confirmed that this was likely due to the choice of the reporting student as they may decide not to pursue a case but still receive support from Student Services. It was also noted that the timeline can sometimes affect the figures as cases may cross over the reporting period, particularly if criminal proceedings are ongoing.</p> <p>On the Council Annual report, an update on the discussions regarding USS was requested. The Vice-Chancellor confirmed that no clear proposals had come forward yet but the whole sector was extremely concerned about the position and affordability for employees and employers. A particular concern for Keele was that all employees were in USS and any further increases would be extremely difficult for staff, particularly those in operational roles.</p> <p>Senate approved the items at Section B of the paper:</p> <ul style="list-style-type: none"> i. Awards ii. Prizes iii. Senate Election Results iv. Regulation Changes v. Conferment of Honorary Titles <p>Senate recommended to Council the items at Section C of the paper:</p> <ul style="list-style-type: none"> i. Senior Appointments 		
6	<p>EDI Considerations</p> <p>Nothing in addition to the substantive discussions elsewhere in the minutes.</p>		
7	<p>Any Other Business</p> <p>No further items raised.</p>		

(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 Helen O’Sullivan	Pro Vice-Chancellor Education
Dr Anne Loweth	Pro Vice-Chancellor Students
Professor David Amigoni	Pro Vice-Chancellor Research & Enterprise
Professor Pauline Walsh	Dean of the Faculty of Medicine and Health Sciences and Pro Vice-Chancellor
Professor Shane O’Neill	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 and Director of Student and Academic Services*

Dr Helen Galbraith Academic Registrar and Director of Student and Academic Services

(d) *Librarian*

A Mr Paul Reynolds

(e) *Heads of Departments and Schools*

Academic Schools:

School of Humanities: Dr Nick Seager
Keele Business School: Professor Elaine Ferneley
School of Law: Professor Alison Brammer
School of Social, Political and Global Studies: Professor Robert Ladrech
School of Allied Health Professionals: Ms Anne O’Brien
A School of Medicine: Professor Christian Mallen
School of Nursing and Midwifery: Dr Patricia Owen
School of Pharmacy and Bioengineering: Dr Katie Maddock
School of Chemical and Physical Sciences: Professor Mike Watkinson
School of Computing and Mathematics: Professor Peter Andras
School of Geography Geology and Environment: Professor Christopher Fogwill
A School of Life Sciences: Professor Dawn Scott
School of Psychology: Professor Abigail Locke

Deans of Research

Faculty of Humanities and Social Sciences- Professor Derek McGhee
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 – Dr Tim Lustig
Faculty of Medicine and Health Sciences – Dr Julie Green
Faculty of Natural Sciences – Dr Katie Szkornik

Keele Institute for Innovation and Teaching Excellence (KIITE)

Director of KIITE: Dr Rafe Hallett

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

Elected by the Faculty of Humanities and Social Sciences

Dr Shalini Sharma (History)	2018-2021
Dr Rebecca Richards (International Relations)	2019-2022
Dr Samantha Weston (Criminology)	2019-2022
Mrs Catherine Edwards (Law)	2019-2022
Dr Mariangela Palladino (Humanities)	2020-2023
Dr Laura Pritchard-Jones (Law)	2020-2023
Dr Xuebing (Jack) Cao (KBS)	2020-2023

Elected by the Faculty of Medicine and Health Sciences

Dr Clare Jinks (Primary, Community and Social Care)	2018-2021
Mrs Yvonne Flood (Nursing & Midwifery)	2018-2021
Dr Lisa Dikomititis (Medicine)	2018-2021
Dr Audrey Skidmore (Medicine)	2018-2021
A Dr Abigail Rutter (Pharmacy & Biomedical Engineering)	2019-2022
Professor Athula Sumathipala (Primary, Community and Social Care)	2019-2022
A Dr Sara Visram (Pharmacy & Biomedical Engineering)	2019-2022
Dr Emma Healey (Medicine)	2019-2022
Mrs Cath Hill (Nursing and Midwifery)	2020-2023

Elected by the Faculty of Natural Sciences

Dr Masi Noor (Psychology)	2019-2022
Dr David Mazzocchi-Jones (Life Sciences)	2019-2022
Dr Laura Hibberts (Foundation Year)	2019-2022
Dr Adam Stanton (Computing and Mathematics)	2019-2022
Dr Jacco van Loon (Chemical and Physical Sciences)	2020-2023
Dr Anja Winter (Chemical and Physical Sciences)	2020-2023
Dr Dierdre McKay (Geography, Geology and Environment)	2020-2023
Dr Glenn Hussey (Life Sciences)	2020-2023

(h) Student Representatives: Elected Officers

KeeleSU

Mr Jack Karimi- <i>Union Development and Democracy Officer</i>	2020-2021
Ms Mari Chappell- <i>Education Officer</i>	2020-2021
Mr Miles Venvil- <i>Welfare and Internationalisation Officer</i>	2020-2021
Mr Leroy Cohoone - <i>Activities and Community Officer</i>	2020-2021
Ms Holy Brooks- <i>Athletic Union and Sport Officer</i>	2020-2021

Keele Postgraduate Association

Ms Katie Charlton- <i>President</i>	2020-2021
Ms Elisia Narbett- <i>Vice-President</i>	2020-2021

In-Attendance at Senate

A **Chief Operating Officer:** Dr Mark Bacon
Director of Foundation Year: Simon Rimmington
Head of Academic Quality and Student Conduct: Dorothea Ross-Simpson
EDI Observer: Professor Susan Bruce

Secretary: Laura Norcop, Governance Officer