

MINUTES OF THE MEETING OF SENATE

Held on 14th October 2020
Virtually via Microsoft Teams

ITEM	DISCUSSION	ACTION	WHO
<p>1.</p>	<p>Apologies and Absences The attendance, apologies and absences are noted on the attached list.</p> <p>The Vice-Chancellor welcomed Senators to the first meeting of the 2020/21 academic year. New members of Senate were welcomed to their first meeting including the new members of the elected officer team: Jack Karimi, Union Development and Democracy Officer; Miles Venvil, Welfare and Internationalisation Officer; Holly Brooks, AU and Sport Officer and Parker Robinson, KPA Vice-President were all welcomed. Professor Elaine Ferneley, Director of KBS and Professor Abigail Locke, Head of the School of Psychology were also welcomed to their first meeting. Finally, 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> <p><i>[Secretary's Note: This was the final meeting for outgoing Senators who had reached the end of their term of office. After the meeting, the Vice-Chancellor wrote to Dr Gordon Dent, Dr James Peacock, Dr Mariangela Palladino, Dr Sophie Allen, Dr Jacco van Loon, Dr Chris Stiff, Dr Zoe Robinson and Dr William Kirk to thank them for their contribution to Senate during their term of office and for extending their membership for a further meeting when the election process was delayed by Covid-19.]</i></p>		
<p>2.</p>	<p>Declarations of Interest None.</p>		
<p>3.</p>	<p>Minutes and Actions The minutes of the meeting of Senate held on 24 June 2020 were approved as an accurate record, subject to the following amendments:</p> <p>i. Item 5F Education Updates, page 11</p>		

	<p>Original: The changes to Regulation D1 (Assessment) setting out a revised standard submission time of 1pm were approved to take effect from 2020/21.</p> <p>Amended: Senate received the recommended changes to Regulation D1 (Assessment) setting out a revised standard submission time of 1pm. The proposals had been developed in response to student feedback and following consultation with students and schools by the SU Education Officer. The new time met the original objectives of standardising a time and ensuring IT Services as School staff were available, whilst also taking on board the concerns raised by students regarding the earlier time. Senate approved the change which would take effect from the 2020/21 academic year.</p> <p>ii. Page 14, Attendance list, correction of spelling: Leroy Cohoone.</p> <p>The minutes of the meeting of Senate Approvals Group on 24 July 2020 were approved as an accurate record.</p>		
4.	<p>Matters Arising Updates were noted on the actions list.</p> <p>Dr van Loon requested some additional data be added to the Equality Analysis for the Academic Promotions Criteria. It was agreed this would be requested via Professor O'Neill directly and provided outside of the Senate meeting.</p> <p>Senate discussed the action on feedback on the online open day, it was confirmed that feedback had been collated at Faculty level. There were reports from some Schools that similar problems had been experienced at the recent open day that were reported in June, particularly around low engagement with live chat. The Deputy Vice-Chancellor confirmed that Robbie Pickles had now taken up post as Director of Global Engagement and Student Recruitment and would be continuing to develop the Online Open Day provision which would include feedback from Schools.</p>		
5A	<p>Update from the Vice-Chancellor Questions for the VC The Vice-Chancellor presented his report and invited the authors of written questions to follow up on the answers provided; there were no follow-up questions.</p>		
5B	<p>Update from the Student Unions (i) KeeleSU Mari Chappell presented the report which was taken largely as read. Staff were reminded that the new officer team was now in post and were asked to ensure the correct officer was invited to meetings. Thanks were noted to staff who had assisted with what had been an unusual Freshers period. Staff were also reminded that the SU building was open and they were welcome to use the facilities. Finally, it was</p>		

	<p>confirmed the SU were happy to promote any events taking place for Black History Month.</p> <p>Senators were reminded that Keele Communities Together funding was available for Black History Month events.</p> <p>The flow chart for welfare support was commended and it was queried whether clicks on the webpage were being monitored. It was confirmed that they weren't but this would be explored further.</p> <p>It was queried whether there was any provision for students needing help with a mental health crisis to access support without needing to physically speak on the phone or in person. It was confirmed that there were signposts to a variety of services on the flow chart and these included text based options. There was also a first aid button on the safe zone app.</p> <p>The Vice-Chancellor reminded Senators that use of the Safe Zone app to check in/out of campus was important for safety.</p>		
	<p>(ii) KPA</p> <p>KC presented the KPA report which was taken largely as read. The KPA had been quite busy during the Fresher's period and had attended a mix of student events, they had also attended as many Postgraduate induction sessions as possible to help raise awareness of the services they provide. The Clubhouse had reopened during September, currently it was very quiet in the daytime but did reach capacity in the evenings. A one-way system and other social distancing requirements were in place. Some Postgraduate specific events had been held during the welcome period to provide an opportunity for dedicated use of the Clubhouse. The KPA were involved in the Black is Beautiful exhibition, jointly with KeeleSU. Elections would be held for the voluntary officer positions in November. Current casework activity concerned Postgraduate fees as it had been noted that a number of other institutions have a standard fee structure for Home and International Students, rather than higher fees for those from overseas. Finally, it was confirmed the Officer remits and titles were being reviewed to more clearly reflected the work undertaken on behalf of students, improving visibility.</p>		
<p>5C</p>	<p>Research Updates</p> <p>Professor Amigoni presented the report highlighting that, as a follow up to the update in the paper from the Institute for Sustainable Futures (ISF), the Knowledge Exchange Framework (KEF) would be submitted on 16th October 2020. He confirmed the submission consolidated the work undertaken by the Mercia Centre for Independent Leadership (MCIL) and Keele Research and Innovation Support Programme (KRISP) initiatives and was a pleasure to submit, highlighting the achievements. It was noted that Academic Strategy Group had requested more academic</p>		

	<p>follow up on the work of the programmes and this would be developed in due course as the Knowledge Exchange and Education strategies were brought closer together. Professor Amigoni also highlighted that the University’s work on Public Engagement with Research had received national recognition which was another important aspect of the KEF narrative.</p> <p>The Vice-Chancellor highlighted that KEF was a very important conversation for Senate as the research funding landscape changed and the need for business engagement to link with economic growth increased. It was vital to make the best use of the contacts made during the development of Knowledge Exchange to ensure the University was able to best use the opportunities presented.</p> <p>Professor Amigoni highlighted the notable research grant applications listed in the report and drew Senate’s attention to the research funding update. It was highlighted that some of the reduced income was as a result of delayed funding that would still be received but would now be in the next accounting period. Senators were encouraged to look closely at the funding breakdown for their Faculty during meeting with colleagues. This would help to embed ownership of the Research Strategy as work progressed to achieve its aims. Professor Clifford Stott’s Covid-19 grant round success building on his work for SAGE, was highlighted and the significance of a member of the University, directly contributing to the Covid response was noted. Senators were urged to look at all the funding highlights provided in the report.</p> <p>Professor Amigoni welcomed Dr Alex Lamont to her new role as Director of the Keele Doctoral Academy.</p> <p>It was highlighted that there had been significant impact on the ability to use the Global Challenges Research Funding (GCRF) due to the current restrictions on international travel. Wherever possible, funding had been redeployed to minimise what would need to be returned. The Faculty representatives for GCRF had been renamed GCRF Leads rather than champions and Professor Toby Bruce was welcomed to the role for the Faculty of Natural Sciences.</p>		
<p>5D</p>	<p>Education Updates</p> <p>Professor O’Sullivan confirmed that there had been considerable educational activity since the last meeting of Senate. Thanks were noted to programme leads and School Directors of Education for their huge efforts to support the translation of the University’s ‘Flexible Digital Education’ model to reality. The challenge of essentially changing the University’s business model twice in six months, whilst also responding to the changing regulatory context could not be overestimated and thanks were noted to all colleagues for their efforts.</p>		

	<p>Education Committee had met weekly since March, however, had now moved to fortnightly meetings. The increased frequency helped to ensure it was possible to respond quickly to the differing priorities presented by the ongoing situation. Some of the work previously undertaken by Student Experience Sub-Committee had been assimilated into Education Committee for the same reason. The remaining sub-committees were continuing to meet as required, either virtually or by correspondence to consider matters for Education Committee, this system was working well and added the required flexibility.</p> <p>On this basis, revised terms of reference for Education Committee were provided for Senate approval. Senate agreed to approve the changes.</p> <p>It was queried as to whether a final decision had been made on whether there would be semester two exams. It was confirmed that careful consideration was being given to ensure that there was sufficient time to plan what was required. So far, it had been confirmed there would be no exams in Semester One. It was also recognised that a return to the previous practice of large cohorts of students taking exams in person on campus was extremely unlikely. While there were packages that enabled remote invigilation, or proctoring as it was widely known, these tended to be expensive and complex to manage. There were also complaints from students in institutions where it had been used recently that they found it intrusive. Whilst there may have to be exceptions for high stakes, professional examinations, in the main, alternative assessments would be preferred wherever possible but time was being taken to ensure there was a suitable plan in place.</p> <p>Senators noted the importance of thinking creatively about teaching and assessment to maintain high standards and a positive experience for students despite the current challenges.</p>		
<p>5E</p>	<p>Secretary’s Report</p> <p>Senate received the Secretary’s Report. It was highlighted that nominations for the Senate elections were now open and a contested election would be welcome. Senators were invited to promote the vacancies among their Faculty colleagues, anyone wanting further information could contact Helen Galbraith directly. It was noted that there was also a vacancy for a Senate member of Council from the Faculty of Humanities and Social Sciences, the election for which would be held when the Senate elections were concluded.</p> <p>The Vice-Chancellor confirmed that it was hoped a joint webinar for Senate and Council could be held before the end of the year, hopefully in November, this would be confirmed as soon as possible.</p>		

	<p>Senate approved the items at Section B of the paper:</p> <ul style="list-style-type: none"> i. Awards ii. Prizes iii. 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 	Recommendation to Council of the Senior Appointments	Secretary
6.	<p>Equality and Diversity Considerations</p> <p>Dr Galbraith highlighted that the initial data following alternative assessments held in 2019/20 had confirmed significant reductions in awarding gaps for a number of disadvantaged student groups. The Access and Participation Fellows in KIITE were looking at the data further to identify best practice that could be taken forward to consolidate this progress.</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***

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

A School of Social, Political and Global Studies: Professor Robert Ladrech

A School of Allied Health Professionals: Ms Anne O'Brien

School of Medicine: Professor Christian Mallen

A School of Nursing and Midwifery: Dr Patricia Owen

A 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

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)

A 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 James Peacock (English and American Studies)	2017-2020
Dr Mariangela Palladino (English, Film and Creative Writing)	2017-2020
Dr Sophie Allen (Philosophy)	2017-2020
Dr Shalini Sharma (History)	2018-2021
Dr Rebecca Richards (International Relations)	2019-2022
Dr Samantha Weston (Criminology)	2019-2022
Mrs Catherine Edwards	2019-2022

Elected by the Faculty of Medicine and Health Sciences

Dr Gordon Dent (Medicine)	2017-2020
Dr Clare Jinks (Primary, Community and Social Care)	2018-2021
Mrs Yvonne Flood (Nursing & Midwifery)	2018-2021
Dr Lisa Dikomitis (Medicine)	2018-2021
A 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	2019-2022

Elected by the Faculty of Natural Sciences

Professor William Kirk (Life Sciences)	2017-2020
Dr Chris Stiff (Psychology)	2017-2020
Dr Zoe Robinson (Geography, Geology and the Environment)	2017-2020
Dr Jacco van Loon (Chemical and Physical Sciences)	2017-2020
A 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

(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
Mr Parker Robinson- <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
- Secretary:** Laura Norcop, Governance Officer