

MINUTES OF THE MEETING OF SENATE

Held on Wednesday 16th October 2019

1. ATTENDANCE, APOLOGIES AND ABSENCES

The Vice-Chancellor welcomed Senators to the meeting including new elected members and the observers, for a full list of attendees and apologies, see the attached list.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES AND ACTIONS

a) Minutes

The minutes of the meeting held on 19th June 2019 were approved subject to clarification on item 60b (vii) [Regulation D5 – Condonement and Compensation], around whether the query raised at the meeting related to condonement or compensation.

[Secretary's Note- The query related to Condonement and Compensation. The minutes have been amended accordingly:

Clarification was requested on the condonement **and compensation** rules for Physics programmes in regulation D5 (paragraph 3.2.2), this was provided within the meeting.]

The minutes of Senate Approvals Group on 4 July 2019 and 13 August 2019 were approved as an accurate record.

b) Actions List

Senate noted the completed actions on the actions list.

4. MATTERS ARISING

There were no additional matters arising.

PART 1 – STRATEGIC DISCUSSION ITEMS

5. KEY PERFORMANCE INDICATORS

The Vice-Chancellor introduced the item and highlighted that Key Performance Indicators (KPI's) were a measure for assessing performance against the University Strategy at set audit points during the year. Following publication of the new University Strategy, new KPI's were being developed to monitor its delivery. It was confirmed that the KPI's were being discussed with Senate to provide a broad view of their origin and the challenge of measuring performance, to inform discussions at Faculty level.

The Vice-Chancellor explained that:

- KPI's were measured between 1 and 3, with 1 representing performance behind the projected target and 3 representing performance ahead of the target. The numbers were also accompanied by a Red, Amber, Green (RAG) rating.
- KPI's were grouped into four key areas, Size and Reputation, Research, Resources and People.
- Targets for performance were set in three ways.
 - i. Benchmarking with comparator Universities for example in terms of institution size, similar academic disciplines and campus based.
 - ii. Internal self-reflection to balance ambitions and realism to recognise targets are not set in stone and can evolve.
 - iii. Externally set targets including regulatory requirements such as from the Office for Students.
- Targets are then weighted by importance with each of the sub-categories forming the overall score.

The Vice-Chancellor talked through several examples of individual KPI's and showed how the individual factors form the overall score and RAG rating including:

- **Size and Reputation** measured by factors including Student Intake and Population, League Table Position and Excellence Frameworks.
- **Research** measured by factors including financial and quality performance
- **Resources** measured by factors including financial health, staff and professional services costs and environmental sustainability.
- **People** measured by factors including student satisfaction and wellbeing, staff satisfaction, wellbeing and development, equality, diversity and inclusion, student outcomes and student access and participation.

Areas where measuring performance can be challenging were highlighted including the unpredictability of the external environment, particularly around performance frameworks. The Vice-Chancellor also highlighted key areas of focus for Council including staff training and development and improving EDI performance.

In summary the Vice-Chancellor confirmed that each School contributed to the metrics that formed the performance measures for each KPI. Data shared with Schools including TExSO Data Sets, Research Dashboards, budget and accounts, survey reports and actions plans all provided an opportunity to focus effort on things that would help to improve overall performance. Senators were encouraged to build this into their thinking when considering local plans and projects.

Senate queried how the current approach allowed Council to see important areas for example, how the condition of University buildings, which affects a number of individual KPI's, would be reflected. The Vice-Chancellor confirmed that report authors reflect relevant KPI's in their individual reports such as the Estates report which is received at each Council meeting. It was also confirmed that the executive gave ongoing consideration to the most effective ways to share detailed information with Council and how best to present the links between the KPI's and the regular reports they receive.

PART 2 – REPORTS

6. VICE-CHANCELLOR'S REPORT TO SENATE

The Vice- Chancellor presented his report which was largely taken as read.

The Questions for the Vice-Chancellor item was included in the report and answers provided to each question. Question authors were given an opportunity to respond to the answers provided.

1. *Students are lacking confidence in the University's ability to cater to their sporting needs. The sports centre is in disrepair and has been for many years. There were approximately 1500 students that were part of the Athletic Union, and 30,000 entries on average into the sports centre each month, last academic year, clearly showing how important this building is to all students. In addition to this, there have been numerous studies on the positive impact that physical exercise has on students' well-being, as well as their academic attainment. If the concerns in the sports centre are not taken care of, then this could discourage participation in this way. Our question is, what is the university's commitment to supporting the sporting community in the short and long term?* **Dan Grimsdell, KeeleSU**

Answer: *Sport, Health and Wellbeing are at the heart of the new University Strategy 'Our Future' and we are aware that investment in this area, needs to be a priority for the University. The Space Oversight Group has commissioned a piece of work to be undertaken to 'masterplan' an approach to sport, health and wellbeing spaces, which will seek to identify cost-effective ways to deliver a more flexible solution. Of course, we must be mindful that whilst we have aspirations to improve our sporting facilities, this is set in a context of still having a number of financial sustainability challenges that we need to address.*

Mr Grimsdell asked whether the elected officers would have the opportunity to contribute to the development of the University's Wellbeing Strategy. It was confirmed that the outgoing elected officer team had been part of the working group and an invitation would be extended to the new team.

2. *Last year, the elected officers launched a 'Keep Wednesday Afternoons Free' campaign, which highlighted the need for the University to create a policy to stop any timetabled teaching from 1pm on Wednesdays. During several meetings in the last academic year, it was apparent that there were many reasons for teaching on Wednesday afternoons, which one of these was due to laboratory availability. It was noted that once the new Central Science Laboratories (CSL) was built, it would reduce the need for these types of classes to be repeated on a Wednesday afternoon. Now that the CSL has been built, can the Vice-Chancellor confirm that there will be no laboratory teaching on Wednesday afternoons?* **Amy Holden, KeeleSU**

Answer: *Currently for undergraduate there are only the foundation year students who are studying Chemistry that have a scheduled lab on a Wednesday afternoon for semester 1.*

The new CSL is a flagship building for Keele and will deliver many benefits to the timetable and help us to meet the increasing demand for science lab space, as a result of the growing student body in many science disciplines. Utilisation of the new building will take some time to reach full efficiency as teaching adapts to this new space. Keeping Wednesday afternoons clear for undergraduates is a long-standing ambition for the University and we remain committed to doing all that we can to deliver this.

Ms Holden asked whether there was a timescale for reducing foundation year lab sessions on a Wednesday Afternoon. The Vice-Chancellor confirmed that lab usage had been reviewed since the start of the year and the lab manager had identified some sessions where space could be utilised more

efficiently. There would be some lessons identified to inform semester two scheduling and adjustments would be made if possible but a full year was needed to understand the whole picture.

- 3. It is apparent that timetabling at Keele is an issue, for both students and staff. There are huge discrepancies between schools as to when students can access their timetables, but even then it changes almost daily until a few weeks into the semester. If the University wants to be competing or even just keeping up with the sector, there needs to be a radical change. There are many initiatives that have been set up, such as One Keele, with the aim to improve timetabling. However, we believe there should be a dedicated approach to such a basic necessity of a University's function. **Mari Chappell, KeeleSU***

Answer: *The University endeavours to get finalised timetables out to students for Semester 1 by 6 September 2019 at the latest. However, this is not always the case as late changes are sent through to the Timetabling team this can be due to a number of factors for example changes to staffing, the curriculum, student choice and cohort sizes.*

As mentioned correctly in your question, Timetabling will be a key project included in One Keele. The University recognises there are a number of processes that need to be reviewed when looking to improve timetabling. These include such processes as how we manage late submission of School timetables post the deadline, late changes due to staffing and changes to the delivery of the curriculum.

The University also need to find a balance between continuing to provide flexibility for its students e.g. allowing late elective choices, late course changes (both these can result in changes to rooms because the cohort/group exceeded the room capacity) and publishing the timetable earlier.

Ms Chappell highlighted that she had undertaken a survey of students regarding whether or not they had received their timetable by 6th September as quoted in the response. Approximately 700 responses were received and of these, only 4 students said they received their timetable by this date. This was highlighted as a further example of the University falling behind its peers in terms of flexibility and early publication and the need for more work to address this was highlighted. The Vice-Chancellor confirmed that timetabling was a huge issue for both students and staff and for this reason it was top of the list of projects to be addressed by One Keele. He confirmed that the need for a prompt solution was understood and asked that Heads of School took note of the numbers quoted in the survey response.

- 4. Why is the refurbishment of the Lennard-Jones Laboratories not a priority for the University? It is not simply a matter of redecoration (though the facade is a disgrace): the building leaks, the heating is not functioning properly (and the windows are single-glazed), disabled access and facilities are lacking, and the lecture theatre has been described as "the worst they had ever seen". Delaying refurbishment harms student recruitment and satisfaction, makes a mockery of Keele's sustainability credentials, and prolongs inequity and unsafe working conditions, leading to ever-diminishing staff morale. **Jacco van Loon, Natural Sciences***

Answer: *We have recognised that there are a number of issues with the Lennard-Jones building that must be incredibly difficult for the colleagues who are based in the building to work with. The immediate health and safety issues, are now commissioned to be completed by Estates. The longer-term refurbishments we are still seeking to do, but within the context of our financial position, this work will have to be phased over a period of time. A plan for the works is in development and we hope to be able to share more details with colleagues in the affected area soon. These issues are a significant feature on the agenda of the Project Executive Group which is chaired by the Deputy Vice-Chancellor and attended by the PVC & Dean of the Faculty and Head of School. Therefore I have confidence that the matter will remain a high-priority.*

Dr van Loon welcomed the confirmation that issues were to be addressed as a matter of priority and noted the financial context.

Activity Analysis Questions

5. *Whilst a decision has been taken at senior University level to request that all professional services staff complete an activity analysis (external consultant exercise), why has just over 2 weeks been given to complete (deadline 30.09.19), and why requested to do this additional work during such an already busy period? - **Sophie Allen, Humanities and Social Sciences***
6. *Could you comment on whether there has been thought given to the additional anxiety and effect on the well-being of staff following on from the decision to ask all professional services staff across the University to complete an activity analysis exercise on their roles at a busy time just before the start of semester, and why an external consultancy was engaged to do this at a time when staff in the University are being asked to reduce costs as part of the financial sustainability plan for the University? **Jacco van Loon, Natural Sciences***

Answer: *At the time of writing, I can confirm that the survey period for the activity analysis has now ended. All surveys have been returned on-time and fully-completed.*

The One Keele project is overseen by a Project Executive Group (PEG) and the operational planning is overseen by a Project Operational Group (POG). The POG includes four School Managers. The specific timing of the survey and the workload it would create was discussed by this group, prior to the request for its completion. The group felt that the work required undertaking the survey was a reasonable request on those staff being asked to complete the survey. The speed of survey returns, with over half of them returned within one week, suggests that this was indeed a reasonable request. I am very conscious of the need to be cautious of the demands placed upon professional services staff and I am grateful for the commitment from this staff group in continuing to manage these demands effectively.

All professional services staff were not asked to complete the survey. The request was made to a very small number of senior professional services staff who have line-management responsibility. This involved all School Managers (including the four School Managers forming part of the POG). This approach, rather than asking all professional services staff to complete the survey was developed, in part, to minimise any undue concern or anxiety in staff. I am however committed to being open and transparent in the delivery of the One Keele project, so the PEG also took the decision to communicate that the survey was taking place and provide an overview of the approach being taken and a set of frequently asked questions (FAQs). These are all available on the Our Future internal website for all staff. The FAQs addressed the concerns we felt staff might have.

SUMS Consulting Ltd are supporting the University in carrying out the activity analysis. They will analyse the data we have collected with us and enable us to compare this data other universities. The company is a member organisation of 22 universities, including Keele University. This enables these universities to access consultancy support at low cost, relative to other forms of consultancy.

Dr Allen thanked the Vice-Chancellor for his response and asked if the full question could be included in the minutes to provide context on the pressure for the new School.

Recruitment Update

The Deputy Vice-Chancellor presented the report and confirmed there was a positive picture particularly around UK/EU admissions with numbers around 100 higher than at the same point last year. Specific interventions had been undertaken this year to address the known issue of 'no shows' which had been effective. Whilst the picture was still not complete, given that nationally there were a lower number of applicants overall, current numbers represented an increased market share. Thanks were noted to academic and professional services staff who played a role in recruiting this year's cohort of students including through open days, offer holder days and clearing.

It was noted that the budgeted targets quoted in the tables the paper had been set by Student Numbers and Fees Group, following careful consideration, to minimise the in-year fluctuation seen in previous years. The intake for 2019/20 was the highest overall for Keele with some adjustment expected with approximately 60 students still to arrive on programmes with later intakes.

In terms of international recruitment, the data confirmed that the declining numbers seen in recent years appeared to have arrested. Though the picture remained challenging, the International PEG was working hard to meet its objective to significantly increase international recruitment. Some results could be seen in the next recruitment cycle although the group's main focus was for the 2021/22 intake.

A query was raised regarding the wording for targets in Computing and Mathematics. It was agreed this would be addressed outside of the meeting.

An update on plans to establish a presence in Newcastle-under-Lyme town centre was requested. The Vice-Chancellor confirmed that recent discussions with the Borough Council had not directly referenced premises in the town centre. It was highlighted that the Student Union have also been considering options for a hub in the town centre which would be particularly important if more private student accommodation was opened. Whilst there were no specific plans, consideration was ongoing.

[Secretary's Note- Page 13 of the report incorrectly refers to the appointment of an interim Head of the School of Humanities. Professor Susan Bruce has been appointed as the Head of the School of Humanities until April 2020.]

7. STUDENT OFFICER REPORTS

i) Report of KeeleSU

Ms Holden presented her report and highlighted that this year's Fresher's Fayre was the busiest ever. She also drew Senate's attention to the item in the report regarding the significant flood in the K2 building over the summer and confirmed that this was now resolved. It was confirmed that feedback from students had centred upon delays in receiving parking permits and a £100 increase in bus ticket prices which was presenting a significant issue. It was confirmed that campaigns activity was ongoing including further development of the #NeverOK campaign. Finally Ms Holden confirmed that the officer team were happy to meet with Senators to discuss the SU's plans for the year, anyone wishing to take up this offer should contact them directly.

The Vice-Chancellor noted the feedback regarding bus ticket prices and would raise this with the liaison group.

ii) Report of the Keele Postgraduate Association (KPA)

Ms Charlton presented her report and highlighted that the KPA Welcome Week stall had been a great success and there had been increased footfall in the Clubhouse since the start of the year. It was reported that a key focus for the KPA was to continue to support postgraduate research students but also

to increase their interaction with other postgraduate groups who had previously been less engaged. It was also reported that there was currently a trustee vacancy for the KPA and a number of campaigns were being considered for the year, these would be reported to Senate in due course.

8. RESEARCH UPDATES

Professor Amigoni presented his report and highlighted that the value of research grant applications was up by £5m, which represented the highest ever level. This confirmed the effectiveness of the RaISE support team working to support researchers at Faculty level. Thanks were noted to all for their engagement with the process.

Recent grant successes were noted, in particular the £1m ESRC grant for Dr Evi Girling. The Research England award of University Enterprise Zone was also highlighted making Keele one of a select number of Universities to receive c.£1m. This was a significant award that would help the University to use the Science Park to show case capacity in at scale demonstration around smart energy, biomedical research and transport. It was reported that research income was down so far but there were a number of applications in progress so an eventual increase was expected.

Professor Amigoni provided an update on the Keele Doctoral Academy, noting previous requests for increased communication in this area. It was confirmed that the Academy was due to be fully implemented by February 2020. The draft Vision and Mission for the academy was included in the research report.

It was confirmed that the University was aware of its position in the PRES survey and had been placed tenth out of 103 institutions surveyed. Full results were still under embargo but were expected to be published imminently at which point the story could be told more comprehensively.

It was reported that REF preparation was ongoing with town hall meetings taking place within Faculties. This was a crucial phase in preparing for the exercise.

Professor Amigoni highlighted both Research Integrity and the Concordat for Early Career Researchers sections of his report, noting both were vital platforms to continue and develop research culture at Keele.

It was confirmed that the new Concordat to Support the Career Development of Researchers was launched in September 2019 and included a number of responsibilities, including to account for 10 days per year where researchers have undertaken career development. A steering group had been established to consider how to address the requirements.

It was highlighted that Research Integrity was a cornerstone of academic freedom at Keele and there was a strong focus in this area from both Government and Research Councils in this area. As such the role of Academic Lead for Research Integrity and Improvement had been created to work to help embed the principles of research integrity and reproducibility in the research culture at Keele. The role was due to be advertised imminently.

Concern was expressed that the Keele Doctoral Academy was merely a branding exercise and the proposals lacked substance. Professor Amigoni highlighted the importance of bringing postgraduate practices together to standardise them and to improve the experience of research students and to improve access to training. The importance of good governance structures to assess quality was also highlighted.

It was queried as to whether or not the doctoral academy would link with postgraduates as demonstrators, which represented a valuable opportunity for postgraduate students to train. Professor Amigoni confirmed work was ongoing with KIITE in this area. Senators were invited to contact Professor Amigoni or Professor Paul Horrocks for more information.

It was highlighted that the dashboard graphics do not appear clearly in the printed documents and in some cases online. This was noted and would be fed back for the next report.

Concern was expressed that, though the PRES results appeared positive, there was not enough focus on the quality of supervision for research students. It was noted that though the profile could be raised through the academy, there needed to be robust processes for when things go wrong in a supervisory relationship. Professor Amigoni acknowledged that there were occasions when things go wrong and some specific issues in this area had come to light during the summer. Work to address these was ongoing.

Support for researchers to understand the requirements around research integrity and reproducibility was queried. It was highlighted that the approach was being developed and the champion role would be key to support this. The Research Integrity Manager was also well networked and the Leader of the Reproducibility Network would be visiting Keele in October.

9. EDUCATION UPDATES

Professor O'Sullivan presented the report and highlighted that a new area of the staff intranet was being developed to share education related updates such as information from the relevant PEGs, updates from KIITE and information on the TEF. It was recognised that this would only go some way to improving communication on developments in the education agenda but was seen as a good starting point. Professor O'Sullivan also noted she would welcome invitations to local meetings to talk through education matters.

It was noted that the Education Action plan included reference to a review of the academic year. More information was requested. Professor O'Sullivan confirmed that there were no detailed proposals as yet and the review was very much at a feasibility stage. Short term change was not envisaged and part of the feasibility study was to assess the timescale to implement any changes, taking account of the identified issues.

The following items were proposed for Senate Approval.

(a) University Standing Validation Panel

Professor O'Sullivan confirmed that the Standing Validation Panel was being established to expedite scrutiny and ensure consistency in decision making. The Panel was to be chaired by the Deans of Education with membership made up of representatives from all Faculties chosen through a selection process, student representatives and external or specialist representatives where required. The Panel would produce an annual report for Senate listing the qualifications and programmes approved and providing assurance that the correct process had been followed.

Clarification was requested on the selection process for Faculty membership of the panel. It was confirmed there would be an open call for expressions of interest with interviews held, Chaired by the Deans of Education.

Senate **resolved:**

That the establishment of the Standing Validation Panel be approved.

(b) Marking and Moderation Policy

Professor O'Sullivan reported that the Marking and Moderation policy was being presented for immediate approval and followed on from the development of Regulation D1 and also linked with the University's Assessment Principles. The policy was being introduced to provide a simpler and more consistent approach to moderation, responding to direct feedback from external examiners.

Additional explanation and examples were requested for instance to help Schools determine what assessment components were. Professor O'Sullivan confirmed that one School from each Faculty had participated in the pilot of the policy and some exemplars were provided in the annexes. It was also confirmed that Frequently Asked Questions were being developed to support the implementation of the policy, therefore, any specific questions should be forwarded to d.e.ross-simpson@keele.ac.uk for inclusion. A workshop was also being planned to provide Schools with more information.

Senate **resolved:**

That the Marking and Moderation Policy be **approved**.

(c) Revised Classification Algorithm for Pre-Registration Nursing Programmes

It was confirmed that the changes proposed were in response to changes introduced by the Nursing and Midwifery Council framework, requiring changes to the curriculum for all pathways of the BSc Pre-Registration Nursing programme (Adult, Child, Learning Disability and Mental Health). The changes would apply to existing cohorts who had just commenced Level 5 (09:18) and Level 4 (09:19), both cohorts had been briefed extensively on the changes.

Senate **resolved:**

That the changes to the classification algorithm for pre-registration nursing programmes be **approved**.

10. COUNCIL ANNUAL REPORT TO SENATE 2018/19

The Council Annual Report to Senate was presented by Dr Rebecca Leach, Senate member of Council. Dr Leach shared her experience of being a Senate member of Council noting the equal contribution between lay members, student members and staff representatives in fulfilling the role of the governing body, making key decisions and holding the executive to account.

Dr Leach highlighted that it had not been an easy year for Council who had recognised the difficulty the executive has in making decisions to secure the future of the University, Council had thought carefully about the issues around voluntary severance and the financial sustainability plan before making their final decisions. The importance of the operational side of the University was also highlighted. Dr Leach confirmed that the lay membership was made up of a large number of Keele alumni who were very committed to their role. The trust and discretion among all members was also highlighted.

Senate noted the report. During the discussion, feedback from the risk exercise at the Joint Senate and Council meeting in September was highlighted in that, all of the discussion groups identified staff morale and retention within their top risks, showing that its importance was recognised.

11. EQUALITY, DIVERSITY AND INCLUSION ANNUAL REPORT 2017/18

Nicola Ratcliffe – Head of HR (Strategy and Policy) attended for this item

Mrs Ratcliffe presented the report, confirming that it was a summary of activities undertaken in 2017/18 to support the University's commitment to the EDI agenda and followed the revised format which had been welcomed last year. There were a number of highlights through the year including:

- REC Bronze Award- one of only 12 Universities to achieve this. Senators were encouraged to watch the documentary produced by and featuring Keele students that was released alongside the award results. The purpose of the video was to raise awareness about microaggressions.
- LGBTI developments including LGBT Allies training and continued work with Stonewall as a Diversity Champion.
- Stonewall BAME voices documentary screening, featuring a member of the Keele community.

It was highlighted that although the report touched on areas where the University had been developing its approach, existing commitments to addressing issues of gender equality remained a key area of focus.

The positive changes were welcomed and the number of activities noted. Whilst it was accepted that it was not possible to include everything, the method to highlight activities for inclusion with the report was queried with some examples of events that were not covered cited. Mrs Ratcliffe confirmed that events should be reported through EDI Champions at School level to route them through the EDI committee structure. It was commented that a central contact may be more effective, this was noted.

Ms Holden commended the report and confirmed that KeeleSU were happy to have been involved in a number of the events covered. The elected officers looked forward to continuing to work with the University in this area.

12. STUDENT CASEWORK ANNUAL REPORT 2018/19

Ms Ross-Simpson presented the report and highlighted that changes had been made to the structure of the report and the process to develop it to enable it to come to Senate much earlier in the year. Further developments were being made for future reports to produce an underlying data set that would be available for further scrutiny if required.

Key trends within the report included a continued increase in mental health related casework in all areas. The success of the OfS bid to support a mental health project was welcomed and it was hoped that this would begin to address the issues in this area. For student discipline cases, notable trends included increased casework around drug use and conduct on social media, including pre-arrival. Work was required to articulate expectations to applicants and set the standard expected of them at an early point.

A query was raised regarding the timing of informal warning emails to students with some seeming to arrive at 11pm on a Sunday evening when no support services are accessible. The query was noted and would be fed back to Student Records and Examinations with a response provided outside of the meeting.

13. USVC ANNUAL REPORT 2018/19

Dr Loweth presented the report which summarised the activities of University Student Voice Committee in 2018/19.

14. SECRETARY'S REPORT

Senate received the report which included various items for approval as detailed below.

FOR FORMAL APPROVAL BY SENATE

The papers detailing the Awards and Prizes associated with this minute can be found on the Senate section of the KLE. If you require sight of the paper and are not able to access this page, please contact the Governance Office in the first instance.

(i) Academic Awards & Award of Prizes

Senate **resolved:**

That the awards and prizes as set out in the papers, including the amendments to awards submitted to the Governance team 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**.

(ii) Establishment of a New Prize

Senate **resolved:**

That the School of Chemical and Physical Sciences Final Year Forensic Science prize be **approved**.

(iii) Regulation Changes

Senate **resolved:**

That the changes to the following regulations be **approved**:

Regulation A1 Visas and Immigration
Regulation B5 Fitness to Practise
Regulation B6 Academic Appeals
Regulation B8 Termination of Studies
Regulation C7 Taught Postgraduate Degrees

(iv) External Examiners

Senate **resolved:**

That the nominations for examiners for taught and research degrees, set out within the paper, be **approved**.

(v) Conferment of Honorary Titles

Senate **resolved:**

That the conferment of honorary titles set out within the paper be **approved**.

(vi) Senate Election Results

Senate noted the results of the Senate By-Election process held in September and October 2019. There were vacancies in each Faculty.

Results were confirmed as follows:

Faculty of Humanities and Social Sciences
Mrs Catherine Edwards

Faculty of Medicine and Health Sciences

Dr Emma Healey

Faculty of Natural Sciences

Dr Laura Hibberts

Dr Adam Stanton

All candidates will serve a three year term until 31 August 2022.

Senate **resolved**:

That the results of the Senate election be **approved**.

FOR RECOMMENDATION OF APPROVAL TO COUNCIL

(i) Senior Appointments

Senate **resolved to recommend to Council**:

That the following Head of School appointment be made:

Ms Anne O'Brien, Head of School of Allied Health Professions, with effect from 9 September 2019.

(ii) Ordinance Changes

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

That the following Ordinance changes be approved:

Ordinance B1 – Academic Structure of the University

Ordinance B6 – Award and Conferment of Degrees, Diplomas and Certificates

Senate noted the remaining items detailed in the paper for report.

15. RESTRICTED BUSINESS

16. EQUALITY AND DIVERSITY CONSIDERATIONS

No further items raised.

17. ANY OTHER BUSINESS

No further items raised.

SENATE

ATTENDANCE – 16th October 2019

(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 (Chair)
Dr Anne Loweth	Pro Vice-Chancellor (Students)
Professor David Amigoni	Pro Vice-Chancellor (Research & Enterprise)
Professor Pauline Walsh	Dean of the Faculty of Health and Pro Vice-Chancellor
Professor Shane O'Neill	Dean of the Faculty of Humanities and Social Sciences and Pro Vice-Chancellor
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

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

(d) Librarian

Mr Paul Reynolds University Librarian

(e) Heads of Schools:

School of Humanities: Professor Susan Bruce
Keele Business School: Professor Kurt Allman
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
School of Medicine: Professor Andrew Hassell
A School of Nursing and Midwifery: Dr Patricia Owen
A School of Pharmacy and Bioengineering: Dr Katie Maddock
A School of Primary Community and Social Care: Professor Christian Mallen
School of Chemical and Physical Sciences: Professor Mike Watkinson
School of Computing and Mathematics: Professor Peter Andras
A School of Geography Geology and Environment: Professor Christopher Fogwill
School of Life Sciences: Professor Dawn Scott
School of Psychology: Professor Jim GrangE
A Harper and Keele Veterinary School: Dr Matthew Jones

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

Director of Keele Institute for Innovation and Teaching Excellence

Director of Keele Institute of Innovation & Teaching Excellence: Dr Rafe Hallett

Members of the Electoral Roll

Dr Rebecca Leach (Senate Member of Council) 2019-2021

Members of the Electoral Roll elected by the Electoral Roll

Elected by the Faculty of Health

Dr Gordon Dent (Medicine) 2017-2020
Dr Clare Jinks (Primary, Community and Social Care) 2018-2021
Mrs Yvonne Flood (Nursing & Midwifery) 2018-2021
A Dr Lisa Dikomitis (Medicine) 2018-2021
Dr Audrey Skidmore (Medicine) 2018-2021
Dr Sara Visram (Pharmacy & Bioengineering) 2019-2022
Dr Abigail Rutter (Pharmacy & Bioengineering) 2019-2022
Professor Athula Sumathipala (Primary, Community and Social Care) 2019-2022
Dr Emma Healey (Primary Community and Social Care) 2019-2022

Elected by the Faculty of Humanities and Social Sciences

Dr James Peacock (Humanities) 2017-2020
Dr Mariangela Palladino (Humanities) 2017-2020
Dr Sophie Allen (SPIRE) 2017-2020
Dr Shalini Sharma (Humanities) 2018-2021
Dr Rebecca Richards (Humanities) 2019-2022
Dr Samantha Weston (Social, Political and Global Studies) 2019-2022
Mrs Catherine Edwards (Humanities) 2019-2022

Elected by the Faculty of Natural Sciences

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

Ms Amy Holden (Development and Democracy Officer) 2019-2020
Ms Mari Chappell (Education Officer) 2019-2020
Ms Fflur Harman (Welfare and Internationalisation Officer) 2019-2020
Mr Leroy Cohoone (Activities and Community Officer) 2019-2020
Mr Dan Grimsdell (Athletic Union and Sport Officer) 2019-2020

Keele Postgraduate Association

Ms Katie Charlton - President 2019-2020
Mr Currie Agyeman – Vice-President 2019-2020

OFFICERS IN ATTENDANCE

Ms Dorothea Ross-Simpson Head of Academic Quality and Student Conduct,
SAS Mr Simon Rimmington Director of Foundation Year
Mrs Nicola Ratcliffe Head of HR Strategy and Policy (Item 11)

OBSERVERS

Mat Baily Library and Information Services
Sarah Ellis KeeleSU

Michelle Marshall
Nawroz Kareem
Oksana Kehoe
Sara Lockett
Emma Hedges
Liam Searle

School of Primary, Community and Social Care
School of Life Sciences
School of Medicine
School of Medicine
KeeleSU
KeeleSU

SECRETARIAT

Miss Laura Harrison

Governance Officer, Governance, SAS