

MINUTES OF THE MEETING OF SENATE

Held on 12th October 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>		
2.	<p>Declarations of Interest None.</p>		
3.	<p>Minutes and Actions The minutes of the meetings on 22 June 2022, 8th July 2022 and 16th August 2022 were approved as an accurate record of the meeting subject to corrections to the date on the attendance list for 8th July 2022 meeting.</p> <p>The actions list was noted.</p>		
4.	<p>Matters Arising The Chair confirmed that the Chief People Officer was reviewing mechanisms to hear the ‘staff voice’ and would be re-establishing the Staff Voice Group or other equivalent mechanism as a result of that review.</p>		
5.	<p>(a) KeeleSU Report Senate received the update from the Students’ Union on current activities and campaigns. It was noted that the new Sabbatical Officer team was in place, focus for the year would be on 5 themes of student safety & wellbeing, access & inclusivity, quality education, cost of living and a fair and sustainable world. Senate members were encouraged to support the work of the Students Union under each of these themes.</p> <p>It was reported that 1564 students have signed up to clubs and societies in welcome week.</p> <p>Senate recognised the recent coverage in the national media of the cases of suicide in the sector which have resulted in universities being criticised for their role in not preventing the suicide. Colleagues were advised that Student Services were leading a review of the recently updated guidance and how this can be appropriately implemented at Keele, overseen by Education Committee. Academic colleagues were reminded that suicide prevention training was available and all were encouraged to take part where able.</p>		

	<p>(b) KPA Report Senate received the update from the KPA and noted the intention to submit changes to their constitution to the University Council meeting in early December.</p>		
<p>6.</p>	<p>Education Report Senate received the report which included updates on:</p> <ul style="list-style-type: none"> • Education Committee business in 2021-22 • Key education projects for 2022-23; which included reference to the regulatory body requirements from the OfS including the TEF submission due by 24th January 2023. • Recent programme approvals; it was noted that the Masters in Public Health online programme is now a January 2023 start, as is the Foundation Degree Assistant Practitioner Radiography Apprenticeship. • Programme approval timelines for 2024/25 and 2025/26 entry; It was reported that 46 programmes are either completed, or in the process of validation for both entries. • Exceptional Circumstances Code of Practice approved by UEC; Senate noted that Student representatives had requested no limit to the number of 7-day automatic extensions, but it was agreed during development of the CoP that a limit of 3 per semester was in the best interests of the student and in line (if not more generous) than other institutions' approaches. Senate also noted that the requirement to submit draft work to date, when requesting an extension was rarely complied with, as such it was suggested that this was removed from the CoP. It was agreed that the EC Oversight Group would consider this proposal, at its first meeting. • Plans for a Review of the organisation, scheduling and administration of exam boards • Our institutional response to the NSS 2022 feedback; the analysis prompted Senate to raise concerns about students with disabilities and accessibility to teaching spaces. It was reported that Timetabling work with Estates to manage these issues as they arise, but that it is recognised further work is required and is underway. Senate suggested that the removal of reception spaces in Schools could account for weaker NSS performance. Senate were reminded of the scope of the questions within NSS and the analysis in the document and also that NSS performance in some Schools was 		

	<p>exceptionally good and there was no correlation between School reception areas (of which there are none) and the performance of Schools in the NSS outcomes.</p> <ul style="list-style-type: none"> • International Year rules; Senate raised the matter of students who complete level 6 with outstanding international year marks, are often unable to graduate on normal timescales and this therefore can impact on employment and/or further study options. Senate were advised that students are informed of this risk before they take the decision to undertake the international year, it was also noted that the process has been streamlined as much as possible and that international partners are reminded of the deadlines at Keele, although it was noted that some partners have been repeatedly subjecting students to delay. The University will continue to remind partners of our deadlines for processing awards. • Plans to implement new arrangements for focussed review and revalidation • Update on launch of Global Challenge pathways <p>The report contained a number of items for approval:</p> <p>1. Education Committee Terms of Reference</p> <p>Senate resolved:</p> <p>That the terms of reference be approved.</p> <p>2. Regulation Changes – Regulation B3 Exceptional Circumstances</p> <p>Senate resolved:</p> <p>That the changes presented to Regulation B3 be approved.</p>		
7.	<p>Research Report</p> <p>Senate received the update report and noted the updates on;</p> <ol style="list-style-type: none"> 3. Research Committee business for the previous quarter 4. Research Activity 5. Research Income 6. The REF 2021 7. Research Governance 8. Research Integrity and Reproducibility 9. Research Culture 10. Postgraduate Research 11. Researcher Training 		

	<p>12. Supporting Public Engagement with Research 13. Other updates including</p> <ul style="list-style-type: none"> ○ Research Centres ○ RalSE Annual Report <p>Senate queried how QR monies will be allocated following the REF results. Senate were advised that the QR funding allocation has been shared with the University and that there is an overall increase of 8%, although this is not unilateral across the Schools. A decision on the method for internal allocation of QR funds has not yet been agreed. It was noted that there is the potential to ‘top slice’ for strategic research initiatives, given the £500k of additional funding now allocated.</p> <p>The report contained the following item for approval:</p> <p>Senate resolved:</p> <p>That the Annual Research Integrity Statement be approved.</p>		
<p>9.</p>	<p>Recruitment Update</p> <p>Senate received the report on student recruitment and admissions and noted that since its circulation, the numbers have changed, and an updated set of numbers will be circulated with the minutes.</p> <p>It was reported that this September had seen Keele’s highest ever recruitment figures, which was building on last year, which was Keele’s previous largest ever intake.</p> <p>Recruitment was positive in all areas with the exception of home PGT recruitment, which was slightly down on enrolments, likely reflecting the more competitive and attractive employment opportunities available in comparison to last year.</p> <p>Senate were reminded of the forthcoming open day across the weekend, which expected c2500 students across the two days. Senate members expressed concerns about the ‘mystery shopper’ activity planned for the Open Day. Senators were reminded that the primary purpose was to inform GSRA of areas for improvement at the away-day and not to identify any issues with individual staff member performance. Senate was also informed that the CAS issue resulting from extraordinary overseas student recruitment activity this year would be mitigated in future by a clearer strategy for the allocation of CAS allowances, alongside a strategic proposal to UKVI for an additional CAS allowance from next academic year.</p>		
<p>10.</p>	<p>VC Report</p>		

	Senate received the report which included responses to the VC Questions.		
11.	University Student Voice Committee Annual Report Senate received the report on the annual business of the University Student Voice Committee.		
12.	<p>Secretary's Report Senate received the report and resolved to approve the following items:</p> <ol style="list-style-type: none"> 1. Awards 2. Prizes 3. Senior Appointments <i>[Secretary's Note; Katie Szknornik left the meeting for the consideration of this item]</i> 4. Conferment of Honorary Titles <p>Senate resolved:</p> <p>To recommend approval to Council the Senior Appointment and Statute change to Statute 16 as set out in the paper.</p>		
13.	Equality, Diversity and Inclusion Considerations No further items raised.		
14.	Any Other Business		

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

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**

Victoria Macfarlane Academic Registrar

(d) **Librarian**

Daniel Perry

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

Academic Schools:

School of Humanities: Dr Nicholas Seager

A Keele Business School: Dr Scott Bambrick

A School of Law: Professor Alison Brammer

School of Social, Political and Global Studies: Professor Mark Featherstone

School of Allied Health Professions: Ms Anne O'Brien

School of Medicine: Professor Christian Mallen

A 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

School of Computing and Mathematics: Professor Daniel Reidenbach

A 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

Keele Doctoral Academy: Professor Alexandra Lamont

Deans of Research

Faculty of Humanities and Social Sciences- Professor Mariangela Palladino

A Faculty of Medicine and Health Sciences- Professor Nick Forsyth

Faculty of Natural Sciences- *Vacant*

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

KIITE: Catherine Chambers

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

Elected by the Faculty of Humanities and Social Sciences

*	Dr Xuebing (Jack) Cao (Keele Business School)	2020-2023
	Dr Laura Pritchard-Jones (Law)	2020-2023
	Dr Shalini Sharma (History)	2018-2025
	Dr Rebecca Richards (International Relations)	2022-2025
	Catherine Edwards (Law)	2022-2025
	Dr Gemma Loomes (SPGS)	2022-2025
	Dr Alison Long (Language Centre)	2022-2025

Elected by the Faculty of Medicine and Health Sciences

*	Cath Hill (Nursing and Midwifery)	2020-2023
	Professor Saeed Farooq, School of Medicine	2021-2024
	Marie Doherty, School of Nursing and Midwifery	2021-2024
	Dr Simon White, School of Pharmacy and Bioengineering	2021-2024
	Dr Desiree O'Leary, School of Allied Health Professions	2021-2024
	Dr Abigail Rutter (Pharmacy & Biomedical Engineering)	2021-2025
A	Dr Clare Corness-Parr (Nursing and Midwifery)	2022-2025
	Dr Monte Gates (School of Medicine)	2022-2025
	Ms Catherine Greene (Nursing and Midwifery)	2022-2025

Elected by the Faculty of Natural Sciences

	Dr Jacco van Loon (Chemical and Physical Sciences)	2020-2023
	Professor Deirdre McKay (Geography, Geology and Environment)	2020-2023
	Dr Glenn Hussey (School of Life Sciences)	2020-2023
	Dr Anja Winter (School of Chemical and Physical Sciences)	2020-2023
*	Dr Masi Noor (Psychology)	2021-2025
	Dr Chrystelle Egger (Chemical and Physical Sciences)	2022-2025
	Dr Nick Garnett (Psychology)	2022-2025
	Dr David Watson (Life Sciences)	2022-2025

(h) Student Representatives: Elected Officers

KeeleSU

	Ms Jade Cioffe <i>Union Development and Democracy Officer</i>	2022-2023
	Mr Jack Medlin- <i>Education Officer</i>	2022-2023
	Mr Dan Lay - <i>Welfare and Diversity Officer</i>	2022-2023
	Mr Tom Guilbert-Newell - <i>Activities and Community Officer</i>	2022-2023
	Ms Maisie Glock- <i>Athletic Union and Sport Officer</i>	2022-2023

Keele Postgraduate Association

	Abdelrhman Rayis	2022-2023
	Rachana Dhaka	2022-2023

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

Director of Global Student Recruitment and Admissions: Robbie Pickles

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