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SENATE

MINUTES OF THE MEETING HELD ON WEDNESDAY 6 MARCH 2019  
AT 2PM IN CSH 15

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<b>Members</b>	Rev Canon Professor Peter Neil Professor Scott Fleming Dr Robert Boast Kelly Fisher Rachel Harvey Josh Blanchard Ryan Eccles Dr Sacha Mason Dr Andrew Jackson Graham Meeson Dr Craig Spence Dr Graham Basten Jennifer Hamilton Dr Julia Lindley-Baker Aimee Quickfall	<b>Vice-Chancellor (Chair)</b> Deputy Vice-Chancellor Executive Dean: Learning, Teaching and Student Engagement Head of Quality and Regulatory Compliance Director of Strategy and Planning Students' Union Vice President, Education 2018/19 Undergraduate Student Representative Academic Staff Member of University Council Head of Research Acting Head of School: Humanities Member of Academic Staff, School of Humanities Head of School: Social Sciences Member of Academic Staff; School of Social Sciences Member of Academic Staff; School of Social Sciences Member of Academic Staff, School of Teacher Development
<b>Officer</b>	Stephanie Gilluly	Interim Registrar
<b>Minutes</b>	Leanne Chancellor	Executive Assistant to the Deputy Vice-Chancellor

The Chair thanked members for their attendance at the third Senate meeting of the academic year 2018/19.

**1. Apologies**

1.1 Apologies were RECEIVED from the following members:

- Steve Deville, Chief Operating Officer;
- Professor Chris Atkin, Professor of Higher Education; School of Teacher Development;
- Dr Nick Gee, Head of School: Teacher Development;
- Viv Kerridge, Member of Academic Staff; School of Humanities;
- Craig Ferguson, Students' Union President 2018/19;
- Arran Hart, Postgraduate Student Representative.

The Chair welcomed Professor Scott Fleming to the meeting in his new role as Deputy Vice-Chancellor.

## 2. Minutes of Previous Meetings

### 2.1 12 December 2018

The minutes of the Senate meeting held on 12 December 2018 were CONFIRMED as a fair and accurate record, and the Chair was authorised to sign them.

## 3. Matters Arising

### 3.1 Action Table

Senate RECEIVED an updated action table from the meeting on 12 December 2018 and NOTED that:

#### 3.1.1 Update on the QAA's New Quality Code (minute 6.1 refers)

The Interim Registrar noted that the Quality Team is currently mapping BGU's relevant Codes of Practice to the new Code and a report on the mapping would be presented to the June Senate meeting.

KF/Quality  
Team

#### 3.1.2 Approval to Progress to Institutional Approval Event (minutes 8.1 and 8.2 refer)

The Interim Registrar noted that the Institutional Approval event for Dutton Fisher Ltd had been scheduled for 26 March 2019. It was also noted that the Institutional Approval event for Newham College, London, had been postponed due to a key member of staff taking an unexpected leave of absence. A development day had been scheduled for 30 April 2019 to work with that member of staff's successor.

#### 3.1.3 Senate NOTED that all other actions either were covered under substantive agenda items or had been actioned and closed.

### 3.2 Any Other Matters

#### 3.2.1 There were no further matters raised.

## 4. Progress on the Academic Health of the Institution Report (AHIR) – Enhancement Plans

- **With Specific Reference to Degree Algorithms**

### 4.1 The Executive Dean: Learning, Teaching and Student Engagement (ExD:LTSE) provided Senate with an update on the degree algorithm review, which had been raised by BGU's External Examiners over a number of years.

The ExD:LTSE explained that External Examiners had commented on their perception that BGU's current undergraduate degree algorithm with its 50:50 (for L5 and L6) weighting, potentially disadvantages our students who may only demonstrate their full learning potential in L6 (exit velocity). Therefore, an algorithm with a greater L6 weighting might better recognise our students' maximum potential.

The ExD:LTSE noted that the Planning Department reviewed anonymously the L5 and L6 degree class outcomes for all programmes where 2017/18 was the final year of study. The outcome was derived for each graduating student on each programme, pre and post exam board uplift (based on a 50:50 split). Averages were then derived for 40:60, 30:70, 20:80 splits. The data show that:

- The average grade across all L5 and L6 modules, weighted by credit size (base class grade) across 406 students in 2017-18 increased fractionally (0.1%) for each 10 point change in L5:L6 balance;

- The number of first and 2.1 base classes recorded was highest for 50:50 algorithm;
- This pattern seems to be consistent across all subject areas.

The Head of School: Social Sciences emphasised that for the profiles that were presented at the Exam Boards last academic year, the 50:50 algorithm would not have disadvantaged the students.

The ExD:LTSE noted the following next steps, as discussed at AEC on 13 February 2019:

- there is no immediate need to change the algorithm; it would appear students have adapted their learning behaviour in line with the advertised algorithm, supported by tutoring to perform strongly from L5 onwards;
- we will wait to see the findings of the consultation on *Degree Classification: transparent, consistent and fair academic standards*, which was run by the QAA on behalf of the UKSCQA, before further consideration on the balance of L5:L6 weightings;
- the outcomes of this investigation will be communicated to subject leaders and to Undergraduate External Examiners in preparation for 2018-19 assessment boards;
- we will clarify our rounding procedure in the regulations for 2019-20 onwards;
- we will model the effect of varying the range of the 'zone of uplift' for BGU data;
- we will review consistency in classification algorithm for non-Honours degrees.

The ExD:LTSE and the Students' Union Vice Present, Education reported that BGU's degree classification was presented to students at Student Council on 4 March 2019 to raise their awareness. It was noted by students that it would be useful for students to receive yearly reminders about the algorithm, as well as reflecting with personal tutors on the algorithm for their own context.

Senate NOTED and ACKNOWLEDGED that BGU would not be changing the current degree algorithm at this time.

## 5. Update on the Access and Participation Plan

5.1 The ExD:LTSE informed members that on 28 February 2019, the OfS published its new guidance for the production of Access and Participation Plans (APP) 2020-21.

The ExD:LTSE noted that the approved APP was the first condition of OfS registration and without it, there might be an implication for recruitment of students to programmes (undergraduate and PGCE). It was noted that the submission date for the APP was 1 July 2019, to allow it to be considered and approved ready for advertising for student applications for 2020-21.

The ExD:LTSE noted the new expectations:

- A Five-Year Strategic Plan, which was reported on and monitored annually;
- The real and consistent reduction in differential gaps between different under represented learners (mature, POLAR Q1+2, BAME, Disability, Care leavers; all cross referenced with gender) for all stages of the student journey:
  - Access – applications, offers and enrolments;
  - Success – continuation and attainment in upper degrees; and
  - Progression – employability;
- Informed and approved by BGU students;
- Working collaboratively with target groups, such as, schools, FE Colleges, other HEI and employers.

The ExD:LTSE noted that an APP Working Group had been established to work on this, which student involvement in the membership and the next meeting had been scheduled for 11 March 2019. It was noted that the APP Working Group would report to the Learning and Teaching Committee. The focus of the APP Working Group was to:

- review the guidance documents and identify any queries;
- identify priority target groups/performance gaps;
- understand the performance gaps from own data;
- understand the effectiveness of current interventions and research/identify interventions;
- work with others to achieve effective interventions/consultations with students;
- set targets and milestones for the interventions and costing them;
- write the plan and complete the spreadsheets.

The ExD:LTSE noted that if the APP is sent back after the submission date with amendments to be made, there must be sufficient staff on campus with the authority to make these changes to the document.

## **6. Update on Strategy Discussions**

- 6.1 The Deputy-Vice Chancellor (DVC) provided Senate with an update on the BGU Strategy 2019-2029 discussions and the proposed direction of travel for the next corporate strategic planning cycle.

The DVC reported that the Strategy 2019-2029 process commenced in Autumn 2018 and had been presented by the Vice-Chancellor to University Council on 30 January 2019 and VCEG on 28 January and 4 March 2019. Four 'Strategy Consultation Open Meetings' had taken place on 13, 18 and 27 February 2019, involving a total attendance of over 90 colleagues. The Strategy 2019-2029 had also been presented to the Student Council on 4 March 2019, involving 30 voting students and one non-voting student.

The DVC noted that a consultation document had been prepared to stimulate discussion at the consultation open meetings and the feedback received had re-shaped it, emphasising, in particular, the organisational history, heritage and commitment to all BGU people.

It was also noted that the Planning Team was completing a piece of work on the Student Journey, which will feed into the Strategy.

The DVC reported that the consultation document, if approved by Senate, would be presented to University Council at its forthcoming meeting on 20 March 2019. The next phase, contingent on Council endorsement, will be wider consultation about this document internally and externally. The emerging University Strategy would then be presented back to Senate on 12 June 2019 and University Council on 3 July 2019, with a view to launch on 9 October 2019; Grossesteste Day.

Senate APPROVED and WELCOMED the consultation document and NOTED that further consultation was ongoing.

## **7. Academic Enhancement Committee Approved Policies, Regulations and Codes of Practice**

- 7.1 Senate RECEIVED, ENDORSED and APPROVED the following policies and reports,

Chair/DVC

presented by the Interim Registrar and the Head of Quality and Regulatory Compliance:

- Fitness to Teach Policy;
- Professional Suitability Policy;
- Code of Practice for Extenuating Circumstances;
- English Language Requirements Policy

## 7.2 Freedom of Speech Policy

7.2.1 The Interim Registrar noted that this policy had been reviewed and recommended through AEC, dependent on any amendments from BGU's solicitors, Shakespeare Martineau.

The Interim Registrar noted the amendments to the policy, which had been advised by Shakespeare Martineau to provide further clarity. These included:

- Guidance on obtaining the document in alternative formats;
- Updated information on the relevant external regulatory context;
- Cross-referencing to the University's Prevent Policy;
- Clarity on the definition of a public event (including events on and off campus);
- The formation of a panel to determine if relevant events can proceed;
- Designated nominees in the absences of any officer involved in the process;
- A clear appeals process;
- A register of any concerns raised under the policy;
- Links to the University's complaints process; and
- An additional point (*point 10.3*) to state, "Without prejudice to the right of peaceful demonstration, members of University shall not obstruct access to a meeting or activity where they have concerns about a speaker and shall not aid or encourage other persons to cause such obstruction".

Senate was CONTENT to approve the Freedom of Speech Policy and recommended it go forward to University Council for final sign off, which will then be submitted to the OfS.

SG

## 8. Records of Decisions

### 8.1 BA (Hons) History

### 8.2 BA (Hons) Military History

Senate RECEIVED and NOTED the Record of Decision for the BA (Hons) History and BA (Hons) Military History programmes under the School of Humanities.

The Interim Registrar noted that all the conditions had been met and had been discussed at QAC in January 2019 and signed off via Chair's Action by the Chair of AEC.

### 8.3 BA (Hons) Theology, Philosophy and Ethics

### 8.4 BA (Hons) Professional Practice in Special Educational Needs and Disability

### 8.5 MSc Mental Health, Wellbeing and Resilience

The Head of Quality and Regulatory Compliance noted that due to having to reschedule the QAC meeting after Senate, these RODs would initially be presented to QAC at its rescheduled meeting on 7 March 2018 and then would be signed off via Chair's Action by the Chairs of AEC and Senate.

Senate was CONTENT for these RODs to be signed off via Chair's Action.

## 9. Other Policy Updates

9.1 The Interim Registrar updated members with the following policy updates from VCEG:

- Information and guidance on “No Deal” Brexit planning;
- OfS Guidance on A&PP;
- OfS Registration Fees;
- The Office of the Independent Adjudicator for Higher Education (OIAHE) has issued guidance on student complaints;
- Information on University Enterprise Zones (UEZ) – linked to industrial strategies;
- Information is being received from the Life Long Learning Commission Panel.

Members of Senate also raised the following policy updates to note:

- The Augar Review (review on post-18 education) is expected to be published in May 2019;
- University Partnerships Programme (UPP) has launched its review.
  - The Chair noted that he had been liaising with the Vice-Chancellor of the University of Lincoln about this review.
- The following Research Excellence Framework (REF) documents had been published:
  - Guidance on Codes of Practice;
  - Guidance on Submissions;
  - Panel Criteria and Working Methods;
  - Model REF Data Collection Statements for HEIs;
- The Knowledge Exchange Framework (KEF) consultation has been published.
- The Government’s NHS 10-Year Health Plan
- The Higher Education Business & Community Interaction (HE-BCI) survey was due to be published.

## 10. Minutes of Meetings of Subcommittees of Senate

10.1 Academic Enhancement Committee held on 13 February 2019

10.1.1 Senate RECEIVED and NOTED the minutes from the Academic Enhancement Committee held on 13 February 2019.

10.1.2 TEF Year Two Subject Level Pilot Update

The ExD:LTSE acknowledged all the hard work the authors of the subject written submissions had made to participate on the second Subject Level Pilot.

Senate NOTED the following:

- Submitted by 4 February 2019 was the 15-page Provider Level submission, two-page Provider Submission Summary (to accompany each of the subject submissions) and the five-page Education and Teaching Subject Submission (ECS, SENI, Professional Studies, Primary Education and Education Studies).
- Submitted by 25 February 2019 were the remaining five-page written submissions:
  - Health and Social Care;
  - Psychology;
  - Sport & Exercise Sciences;
  - Performing Arts;
  - Philosophy and Religious Studies;
  - English Studies;
  - History & Archaeology.

The ExD:LTSE noted that 'wash-up' events have now commenced for Subject TEF and the OfS will be working with HESA, DfE and other stakeholders to analyse the feedback. The ExD:LTSE and the SU Vice President, Education will be attending the TEF Post-Submission Event on 1-2 April 2019.

It was noted that BGU will receive feedback on each of the subject reports by the end of May 2019 and an overall report will be received at the end of July 2019, with a view to what will be happening in the subject level programmes going "live" in September 2019 (which will become a two-year process).

The ExD:LTSE reported that BGU contributed to the Independent Review of the TEF Consultation, which was submitted on 1 March 2019. Highlights from our response were the following:

- BGU felt some recognition of teaching excellence would be useful, although more so at Provider Level than at Subject Level;
- Concerns were raised about the proxy metrics actually demonstrating teaching and learning excellence;
- Concerns were raised about the lack of metrics and so no rating for small subjects/HEIs like BGU;
- The need for TEF and OfS's whole approach to be internally consistent in all the data and activity it is imposing on HEIs, e.g. TEF's concern about grade inflation v's APP's expectation of performance gap reduction.

The Chair thanked all of the staff involved in the second Subject Level Pilot for all their hard work, support and contributions.

## 10.2 Stakeholder Engagement Committee held on 16 January 2019

10.2.1 Senate RECEIVED and NOTED the minutes from the Stakeholder Engagement Committee held on 16 January 2019

## 10.3 People and Inclusion Committee

10.3.1 Senate NOTED that the People and Inclusion Committee had not met since the last Senate meeting. The next People and Inclusion Committee was scheduled for 13 March 2019 and the DVC would Chair this committee until the new Director of HR starts in April 2019.

## 11. **To Note Honorary Award Nominations**

11.1 The Chair noted that the Honorary Awards Committee had met twice to discuss nominations on 4 December 2018 and 6 February 2019.

It was noted that the Honorary Awards Committee had agreed on four Honorary Doctorate Awards, two Honorary Fellowship Awards and one Distinguished Honorary Fellowship Award.

Accepted and confirmed awards to date, have been received from:

- Mr Ross Edgley (*Honorary Doctorate*);
- Mrs Barbara Murphy (*Honorary Fellowship*);
- Revd Canon Alex Whitehead (*Honorary Fellowship*);
- Ms Lizzie Jordan (*Distinguished Honorary Fellowship*).

**12. To Note RPAP Award to Rev Professor Jeff Astley**

12.1 Senate RECEIVED and NOTED the decision of the Reader and Professor Appointments Panel (RPAP) to award Revd Professor Jeff Astley (from Durham University) with the title of Visiting Professor of Religious and Spiritual Experience.

12.2 The DVC noted that in Autumn 2018, VCEG and Senate approved the trial run of the new "Conferment of the Title of Reader and Professor Policy and Procedure" upon deserving externals. Revd Professor Jeff Astley was the first external to make an application to the new policy and procedure. His application had followed the new guidance and was scrutinised by external referees, the Acting Head of School: Humanities, an external subject specialist and by the internal and external members of the RPAP. All the internal and external contributors judged the application favourably. Considering all the evidence, the RPAP decided to award the title upon the applicant.

**13. Any Other Business**

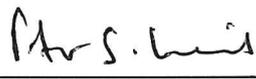
13.1 There was no further business to discuss.

**14. Dates of Future Meeting(s)**

14.1 

- Wednesday 12 June 2019 at 2pm.

Signed by the Chair:

  
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Revd Canon Professor Peter Neil

12/6/17  
\_\_\_\_\_  
Date