



JOINT SENATE AND UNIVERSITY COUNCIL MEETING

**MINUTES OF THE MEETING HELD ON THURSDAY 22 NOVEMBER 2018
AT 3PM IN CSH 14/15**

Members:

University Council & Senate Members:

Rev Canon Professor Peter Neil	Vice-Chancellor (<i>Chair of Senate</i>)
Craig Ferguson	Students' Union President 2018/19
Dr Sacha Mason	Academic Staff Member of University Council

Senate Members:

Professor Scott Fleming	Executive Dean: Research, Knowledge Exchange and External Engagement
Stephen Deville	Chief Operating Officer
Dr Robert Boast	Executive Dean: Learning, Teaching and Student Engagement
Josh Blanchard	Students' Union Vice President 2018/19
Kelly Fisher	Head of Quality and Regulatory Compliance
Dr Andrew Jackson	Head of Research
Rachel Harvey	Director of Strategy and Planning
Dr Nick Gee	Head of School: Teacher Development
Professor Chris Atkin	Professor of Higher Education; School of Teacher Development
Graham Meeson	Acting Head of School: Humanities
Viv Kerridge	Member of Academic Staff; School of Humanities
Dr Graham Basten	Head of School: Social Sciences
Arran Hart	Postgraduate Student Representative

University Council Members:

Mr Bob Walder	Chair of University Council
Professor David Head	Vice Chair of University Council
Mr David Babb	
The Revd David Dadswell	
The Rt Rev Dr Nigel Peyton	
The Revd Dr Sally Myers	
Mr Richard Hallsworth	
Miss Bethanney Robinson	
AVM Gavin Mackay	
Mr Alan Stacey	

Officer	Stephanie Gilluly	Clerk to Council and Interim Registrar
Minutes	Leanne Chancellor	Executive Assistant to University Council and Deputy Vice Chancellor's Office

1. Apologies

1.1 Apologies were RECEIVED from the following members:

- Umar Zamman, Director of People and Organisational Development
- Aimee Quickfall, Member of Academic Staff; School of Teacher Development
- Dr Craig Spence, Member of Academic Staff, School of Humanities
- Jennifer Hamilton, Member of Academic Staff, School of Social Sciences
- Ryan Eccles, Undergraduate Student Representative

2. Joint University Council/Senate Meeting to receive: **The Academic Health of the Institution Report 2017/18**

2.1 Council and Senate RECEIVED and NOTED the Academic Health of the Institution Report (AHIR) 2017/18, written and presented by Dr R Boast, Executive Dean: Learning, Teaching and Student Engagement.

2.2 The Executive Dean: Learning, Teaching & Student Engagement informed members that the objective of the AHIR was to:

- Assure that, for its undergraduate, taught postgraduate research degrees, BGU is:
 - Maintaining academic standards;
 - Enhancing learning opportunities.

The Executive Dean: Learning, Teaching and Student Engagement highlighted the big successes from 2017/18 from the AHIR:

- OfS registration.
- Teaching Excellence and Student Outcomes Framework (TESOF):
 - BGU involved in the Subject Level TEF Year One Pilot 2017/18;
 - In 2018/19, BGU would be involved in the Subject Level TEF Year Two Pilot.
- Portfolio Developments – Portfolio continued to be developed both in line with the 2014 review outcomes and additional opportunities that have arisen since then.
 - New programmes validated for BA TESOL and Linguistics, MAs Professional Studies and SEN&D.
 - Reviews/Revalidations including BA SENI and PGCE Secondary.
 - Partnership Developments:
 - New Programmes with Lincoln College, New College Stamford and Boston College.
 - Institutional Approvals – Regents College, London.
 - Maximising recruitment to the post-2014 portfolio by marketing Lincoln 50+ miles and giving School/subject priority.
- Looking forward to 2018/19 and reviewing the portfolio further in alignment with the Strategy.

2.3 The Executive Dean: Learning, Teaching and Student Engagement went through with members the annual review/monitoring and the processes of where discussions are taken place at the various committee meetings.

- Periodic Reviews and Validation Reports

The Executive Dean: Learning, Teaching and Student Engagement explained the

processes, noting the involvement of External Validators, academic staff and student representation.

The Executive Dean: Learning, Teaching and Student Engagement also noted that these reports were reviewed at the Academic Enhancement Committee (AEC) and Senate.

The Heads of Schools assured Council of the rigorous process and their involvement in the events.

Council raised the following questions/comments, which were responded to appropriately and adequately:

- How were External Examiners recruited?
- How was teaching quality in the classroom assured?

The Executive Dean: Learning, Teaching and Student Engagement noted that it has been proposed to produce an overview report from the External Reviewers/Validators, noting the common commendations and conditions from these events.

- Annual Monitoring Reports (AMRs)

The Executive Dean: Learning, Teaching and Student Engagement explained the process behind the AMRs, noting the involvement of External Examiners, Academic staff, Professional Support Heads of Department and student representation.

The Executive Dean: Learning, Teaching and Student Engagement also noted that these reports were reviewed at the Learning and Teaching Committee (Professional Support AMRs), School Boards (Subject Level AMRs and Heads of School AMRs), AEC and Senate.

The Heads of Schools, Academic staff and Professional Support Heads of Department assured Council of the rigorous process and the work involved in producing their AMRs.

The Students' Union and student representatives assured Council of their involvement in the process and noted that there was student attendance at all of the Committees and School Boards.

The Students' Union and student representatives also noted that the student course representatives were involved in a SU/CELT AMR Sign Off Event on 17 October 2018, where all the AMRs are reviewed and signed off by students.

- Academic Advisory Group

The Executive Dean: Learning, Teaching and Student Engagement noted the establishment of the Academic Advisory Group, which will ensure continued effective communication and to foster mutual understanding between University Council and Senate.

The Executive Dean: Learning, Teaching and Student Engagement also noted that it will also let Council engage in discussions around academic quality and standards, whilst respecting the function and purpose of Senate.

2.4 The Annual Assurance Return of the OfS requires the Governing Body to confirm:

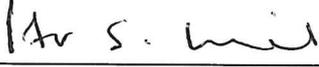
- Having *'received and discussed a report and accompanying action plan relating to the continuous improvement of the student academic experience and student outcomes.'*

- *The methodologies used as a basis to improve the student academic experience and student outcomes are, to the best of our knowledge, robust and appropriate.*
- *For providers with degree awarding powers 'the standards of awards for which we are responsible have been appropriately set and maintained'.*
- *The provider has complied with the Concordat to support research integrity.*

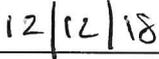
Council and Senate were CONTENT to APPROVE the AHIR and authorised the Vice-Chancellor to sign the Annual Assurance Return as the accountable officer, for submission to the OfS.

2.5 The Chair of University Council and the Chair of Senate thanked the Executive Dean: Learning, Teaching and Student Engagement for his presentation and Senate members for their attendance and involvement.

Signed by the Chair:



Revd Canon Professor Peter Neil



Date