

---

**Meeting:** SENATE

**Date and Time:** Wednesday 20 November 2019 at 2.15 pm

**Venue:** Council Chamber

---

**Present** Prof I White (Vice-Chancellor and President), (Chair)

Prof B Morley (Deputy Vice-Chancellor & Provost)	Prof G Sankaran (Elected by Professoriate)
Prof J Bradshaw (Pro-Vice-Chancellor (Intl & Doc))	Prof D Stanton Fraser (Elected by Professoriate)
Prof J Knight (Pro-Vice-Chancellor (Research))	Prof S White (Elected by Professoriate)
Prof P Lambert (Pro-Vice-Chancellor (Learning & Teaching))	Prof A Zalewska (Elected by Professoriate)
Dr C Wilson (Vice-President, Student Experience)	Dr R Branston (Elected by Academic Assembly)
Prof N Brook (Dean, Faculty of Science)	Dr M Carley (Elected by Academic Assembly)
Prof D Galbreath (Dean, Humanities & Social Sciences)	Dr R Chawla-Duggan (Elected by Academic Assembly)
Prof G Hawley (Dean, Faculty of Engineering & Design)	Dr M Garcia (Elected by Academic Assembly)
Prof B Squire (Acting Dean & Head of School of Management)	Dr S Gheduzzi (Elected by Academic Assembly)
Dr J White (Chair of Academic Assembly)	Dr M Harney (Elected by Academic Assembly)
Ms K Robinson (University Librarian)	Dr N Johnston (Elected by Academic Assembly)
Prof B Rayton (Chair of CPAC)	Dr F Laughton (Elected by Academic Assembly)
Prof J Barnett (Elected by Professoriate)	Dr D Moon (Elected by Academic Assembly)
Prof S Bending (Elected by Professoriate)	Ms E Alcock (Students' Union President)
Prof D Bird (Elected by Professoriate)	Ms R Osman (Students' Union Education Officer)
Prof M McManus (Elected by Professoriate)	Ms J Zhou (Students' Union Postgraduate Officer)
Prof C Mitchell (Elected by Professoriate)	Ms A Willingham (Students' Union Student Rep)

Observers:

Prof A Heath	- Academic Director, Centre for Learning & Teaching
Ms C Slack	- Head of Student Voice and Engagement

In Attendance:

Ms G Eggleston (minute 14675)	- Assistant Director (Academic Registry)
Dr J Harris	- Director of Academic Registry
Mr G Maggs (minute 14681)	- Director of Development & Alumni Relations
Ms A Pater	- Deputy Director (Academic Governance & Compliance) (Secretary)

**Apologies:** Apologies for absence were received from Dr J Darling, Prof J Davenport, Prof T Ibell, Prof H Logemann, Dr L Milligan, Dr G Ravelli and Dr J Troyer.

---

**ACTION**

The Vice-Chancellor welcomed everyone to the meeting. He reported that items of reserved business (minutes 14691 -14698) would be taken at the end of the meeting after the students had left.

**14670 DECLARATIONS OF INTEREST**

The Chair asked for any declarations of interest concerning the business to be discussed. There was none.

**14671 MINUTES OF THE PREVIOUS MEETING**

Senate APPROVED the minutes of the meeting on 16 October 2019 (S19/20-040A/B) as a correct record of the proceedings, with one amendment to the penultimate sentence of minute 14643, agreed as below:

*‘The Students’ Union thanked ahs for all their help with the University’s accommodation issues at the start of term.’*

Sec

Minute 14644 - It was confirmed that relevant curriculum transformation issues would be brought back to Senate.

The minutes were later signed by the Chair.

**14672 MATTERS ARISING**

- 1) Minute 14641 – Workload planning: Notes of the meeting on this topic had been circulated to Senate as requested. There was a question about the on-line tool. The Deputy Vice-Chancellor explained it was used as a recording mechanism and was useful for modelling and management purposes.
- 2) Minute 14641 – Disciplinary Committee: 13 professional services members had been found suitable to serve on the Committee (rather than 10 as originally specified). Senate was therefore requested to and APPROVED an increase in the maximum number in the pool to 20 and also APPROVED an additional fourth Senate member; there was no change to the quorum. This would make scheduling dates easier and spread the workload.

Sec

**14673 FORMAL REPORT OF THE VICE-CHANCELLOR**

The Vice-Chancellor introduced his report on key issues facing the University (paper S19/20-041). He also reported the following:

- 1) There had been a significant fire at a block of student flats in Bolton recently and subsequently the Minister of State had asked all Universities for a status update on fire safety. As a University, he confirmed that the safety of students, staff and visitors was paramount. Following the Grenfell Tower fire in 2017, the University had carried out a high-level review of its fire safety policy, procedures and arrangements. This included a thorough review of University-owned buildings, including the cladding systems, which were not of the Grenfell Tower type. Each building project was completed to very high safety standards and approved by local authority building control. There had been a full assessment of fire compartmentalisation, fire doors, fire alarms and evacuation in University-owned buildings. There had also been support and guidance for students living off-site in private, non-University owned accommodation. Spot checks were undertaken as well as checks on nominated properties.
- 2) Action had been taken to support Bath’s students in Hong Kong and Chile where there was civil unrest. Students who were currently in Hong Kong were being advised to return.
- 3) The Vice-Chancellor gave a personal statement about the upcoming industrial

action on 25-29 November and 2-4 December, following his email the previous week. He said he was strongly supportive of the University sector having a good pension scheme for employees and also recognised the importance of fair pay, and respected those taking industrial action. He noted this was a national dispute and resolution needed to be achieved at a national level. Both the sector and the University faced financial pressures, and many other universities were facing even more challenging financial circumstances than Bath. Only a minority of universities were on strike in relation to pay; therefore those affected by strikes faced a great challenge, particularly as those universities not affected by strike action may be facing other challenges, such as major redundancy programmes to balance their books. On pensions, the University could not afford to leave USS to find a solution and would not be able to; it supported the outcome of the Joint Evaluation Panel (JEP) phase one (the joint work with UCU) and it was regrettable that the Trustee was unable to adopt all the recommendations made by the JEP. The outcome of the JEP phase two work was awaited. It was hard to see how a solution could resolve this matter at national level. However, the University was very keen that the current dispute is resolved quickly, and he said he would play what role he could to seek to achieve this. He also acknowledged that the action was not simply about pay and pensions, but about precarious employment, equality and workload and the University was continuing to work towards good solutions on these. He was also aware of the University's dependence on teaching income and the importance of the student experience.

The SU President reported that the SU had voted in a referendum to support the UCU strike action. 1436 had voted 'Yes', 938 voted 'No', 131 abstained.

- 4) a recent EPSRC visit hosted by Prof Knight;
- 5) work revising the Concordat on research Integrity;
- 6) the appointment of Prof Pete Walker as the new Climate Action Framework Lead.

Senate NOTED the report.

#### **14674 CURRICULUM TRANSFORMATION UPDATE**

The Pro-Vice-Chancellor (Learning & Teaching) presented paper S19/20-042. He explained that the deadlines for submission of undergraduate programmes for Phase 2/3 had been extended following substantial consultation. The deadline for new courses was now June/July 2020. Some standalone PGT programmes could proceed earlier, at the Deans' discretion. The decision to extend the deadline had been based on feedback from Heads of Department and other key stakeholders. He thanked everyone for their feedback. The appointment of John Adams as Project Manager would offer oversight of key aspects of Curriculum Transformation and help ensure the necessary supporting systems were in place. The new timelines should ensure that staff had more time to complete the detailed planning and proposals to a higher standard but without losing momentum.

A fuller update on timelines and planning for Curriculum Transformation would be submitted to Senate in February 2020. In answer to a question, he said that more details on implementation would be issued in the next few weeks.

**PVC  
(L&T)**

Senate noted and ENDORSED the decision.

**14675 ANNUAL QUALITY REPORT**

Mrs Eggleston (Assistant Director) attended for this item (paper S19/20-043). The Pro-Vice-Chancellor (Learning & Teaching) explained that the purpose of the report was to provide assurance to Council of the quality and standards of the University's educational provision. He highlighted the evidence of high quality teaching and very good student engagement but also welcomed any constructive criticism. Mrs Eggleston explained that more data on research student submission rates would be added; for the three years from 2012/13 entry, the average was 71%, but with variation between departments.

Issues raised in discussion included:

- diversity issues in the applicant pool;
- being aware of the possibility of grade inflation, although data had recently been monitored and any concerns had been assuaged by the high entry requirements, placement experience, external validation etc; vigilance continued however;
- the effectiveness of NSS action plans;
- CMA requirements when publishing information about courses.
- a request for the '*Course Lifecycle Statement*' (p18, para 2) to be circulated; Mrs Eggleston said it would be, once approved;

GE

The Vice-Chancellor noted that this report would become more important in the coming years as part of the University's assurance process and more information would be required, on student performance particularly at doctoral level. There would also be a need to be clearer on what areas needed focus and improvement.

PVC  
(L&T)

The Chair also thanked Mrs Eggleston for all her work on the report.

Senate RECOMMENDED the report for submission to Council to provide assurance on the quality and standards of the University's educational provision subject to the changes above.

**14676 ACADEMIC PERFORMANCE INFORMATION**

The Pro-Vice-Chancellor (Learning & Teaching) and Pro-Vice-Chancellor (Research) presented paper S19/20-044, a report on the latest benchmarked data and trend series of institutional performance with a range of academic KPIs.

Issues raised in discussion included:

- relatively low grant income per full person equivalent (FPE);
- lessons learned from the recent EPSRC visit, such as the importance of critical mass;
- lack of FPE data for knowledge transfer, as not all staff were involved;
- improved student satisfaction result in NSS;
- high average tariff score was maintained;
- excellent student continuation rates.

Senate NOTED the report.

**14677 NEW COURSES AND PARTNERSHIPS**

- 1) Prof Rayton presented paper S19/20-045A. He confirmed that the conditions made by CPAC had now been met.

Senate granted full and final approval of MSc in Business Analytics, with the following exit awards:

- MSc in Business Analytics
- Postgraduate Diploma in Business Analytics
- Postgraduate Certificate in Business Analytics

*(Post-meeting note: the start date for the programme was 2020/21.)*

- 2) Prof Lambert presented paper S19/20-045B. Senate granted strategic approval of Stellenbosch University as a new institutional, collaborative partner for the development of a joint PhD programme commencing in 2020. There was agreement however that the University should work on developing links with more diverse students/institutions in that part of the world.

Senate asked to be informed when the studentships were available.

PVC  
(L&T)

**14678 DOCTORAL COLLEGE: POSTGRADUATE RESEARCH AND DOCTORATE EXPERIENCE SURVEYS 2019**

The Pro-Vice-Chancellor (International and Doctoral) presented paper S19/20-046 with two reports giving the results from the Postgraduate Research Experience Survey 2019 (PRES) and Professional Doctorate Experience Survey 2019 (PDES). He explained that PRES was national but optional. The University had opted to run it annually, but after a low response rate, had decided to revert to every two years. The PDES was specific to Bath, so no comparator data was available. He reported on the eight main action points going forward into 2019/20, which would be monitored by UDSC. As these points overlapped with Annual Monitoring Report activity, the AMRs were being delayed for a year.

Points made in discussion included:

- Regarding Action Point 6(f), what ‘successful’ meant for introducing ‘supervision’ as a discussion point in the development aspects of the SDPR, including use of metrics. Prof Bradshaw said this would depend on the pilot, which could take some years;
- That information should be gathered from doctoral students as they left; the Chair supported this;
- That the responsibility for performance all seemed to rest on the supervisor, whereas student quality was also involved;
- The end of year review as an appropriate hurdle;
- That supervision of doctoral students was one of the Students’ Union’s Top Ten.

Senate NOTED the report.

**14679 REPORT OF THE UNIVERSITY INDEPENDENT ADVISOR FOR POSTGRADUATE RESEARCH STUDENTS 2018/19**

Prof McManus, the University Independent Advisor for Postgraduate Research Students (IA), presented paper S19/20-047, her annual report for 2018/19. The report raised a series of concerns, including an increase in the complexity of the cases brought to her and the two Deputies (although the number, 31, had not increased) and about support for the role of IA. Senate discussed the report and expressed its concern about many of the details. Issues raised included:

- cases reported during the year had occurred more in one Faculty than in the others combined;
- in some areas, bullying seemed to be accepted;
- in some cases, the IA's input had not been welcome;
- several issues had been raised in the previous year's report but did not seem to have improved, although one Dean explained the action that had been ongoing with Human Resources colleagues;
- concern that the Task and Finish group on supervision had finished;
- concern that the #NeverOk campaign had finished, with a reduction in staffing in the EDI team; Prof Galbreath reported that this had been discussed recently at the Equality and Diversity Committee, of which he was Chair;
- that the ['Report and Support'](#) tool was in use for reporting discrimination, misconduct, harassment or assault;
- whether supervisors needed more training to avoid these issues; Prof Lambert said training would be available;
- whether the annual Human Resources report to Council included any disciplinary cases relating to PGR complaints;
- that some students would not put their complaint in writing or be named, perhaps fearing their studies or later career would be affected; isolation was often an issue;
- that the students were often referred from Student Services, or referred by them to the IA;
- what effect the Doctoral College structure had had on these issues.

The Chair emphasised his concern over the issues raised and thanked Prof McManus for all her work. He would ensure the issues would be discussed further by senior management in the near future.

VC

Senate NOTED the report and the action to be taken and that a further report on this matter would be received at the next meeting.

#### **14680 DECLARATION ON RESEARCH ASSESSMENT (DORA)**

The Pro-Vice-Chancellor (Research) presented paper S19/20-048 and explained the reasons for the decision by the Executive Board not to sign up to the Declaration on Research Assessment (DORA).

Senate NOTED the report.

#### **14681 NEW BP AWARDS - WOMEN IN STEM / LEADERSHIP**

The Director of Development & Alumni Relations, Mr Maggs, presented paper S19/20-049 and recommended approval of the new awards.

The discussion included the following points:

- that no other donations were currently received from BP, although they had been in the past;
- that the agreement with BP to accept the donation had already been signed in good faith, in advance of the awards being considered by Senate, due to an administrative error;
- the need to be sensitive to the recipients, in light of the donor;

- that Humanities and Social Sciences had not been consulted.

Senate APPROVED the BP Women in STEM awards and BP Women in Leadership awards for this year only. This was on the understanding that there should be a focus on sustainability.

DDAR

#### 14682 **LIBRARY ANNUAL REPORT**

The University Librarian, Ms Robinson, presented paper S19/20-050 and invited questions. It was noted that there was no longer a formal Library Liaison Committee, but that the relevant people continued to meet twice a year. It was also noted that a survey was undertaken of usage of spaces in the Learning Commons.

Senate NOTED the report.

#### 14683 **EFFECTIVENESS REVIEW OF SENATE**

The Secretary to the Effectiveness Review Group, Ms Pater, presented paper S19/20-051 with an update on the work of the Steering Group. She thanked everyone who had responded to the surveys or would be attending focus groups.

Senate NOTED the report.

#### 14684 **RESOLUTION OF ACADEMIC ASSEMBLY – CLIMATE EMERGENCY**

The Chair of Academic Assembly presented paper S19/20-052 setting out the Resolution from Academic Assembly proposing that the University declare a Climate Emergency. She explained that it had been passed with a substantial majority. It was NOTED that Academic Assembly resolutions were formally put to Senate rather than to Council, although she said Council had been informed of the Resolution.

Points made in discussion included:

- that the University was already working on the issues raised and that declaring 'a climate emergency' did not add anything;
- that the Students' Union supported this.

Prof Sarah White proposed a motion that:

*'Senate endorses the Resolution of Academic Assembly and submits it to Council for consideration. It also notes the work being undertaken by the University on this topic, including the recent appointment of Prof Pete Walker as Climate Action Framework Lead.'*

The Students' Union President seconded the motion.

The Vice-Chancellor and Pro-Vice-Chancellor (Research) declared an interest and did not vote.

There was a vote by show of hands, counted by the Secretary. The motion was carried by 16 votes in favour, with one against and seven abstentions (including those with conflicts of interest).

Sec

#### 14685 **ACADEMIC YEAR DATES 2021/22**

The Director of Academic Registry presented paper S19/20-056. It was noted that school holiday dates had been taken into account where possible, although the dates for the different local authorities varied.

Senate APPROVED the academic year dates for 2021/22 as set out in the appendix.

**14686 COUNCIL**

Senate NOTED the minutes of the meeting of Council on 18 July 2019 (paper S19/20-060).

**14687 MINUTES OF BOARDS OF STUDIES**

Senate RECEIVED the minutes of the following meetings of Boards of Studies (paper S19/20-061-065):

- Faculty of Engineering & Design, 18 September 2019
- Faculty of Humanities & Social Sciences, 9 October 2019
- Faculty of Science, 18 September and 9 October 2019
- School of Management, 18 September and 9 October 2019
- Boards of Studies (Doctoral), 4 September and 2 October 2019

**14688 MINUTES OF SENATE AND JOINT SENATE/COUNCIL COMMITTEES**

Senate RECEIVED minutes of the following meetings of Senate and Joint/Senate/Council Committees (papers S19/20-066-071):

- |                                               |                   |
|-----------------------------------------------|-------------------|
| • Academic Programmes Committee               | 23 October 2019   |
| • Courses and Partnerships Approval Committee | 6 November 2019   |
| • Learning, Teaching and Quality Committee    | 24 September 2019 |
| • Research Committee                          | 1 October 2019    |

**14689 CALENDAR OF MEETINGS 2019/20**

Senate NOTED the remaining meeting dates of Senate for the year, which would be held in the Council Chamber as follows, at 2.15pm unless otherwise stated:

5 February 2020  
22 April 2020  
3 June 2020

**14690 ANY OTHER BUSINESS**

There was none.

The student members then left the meeting and Senate proceeded to consider reserved business.

The meeting concluded at 4.30pm