

**CONFIRMED**

**SENATE**

**MINUTES OF THE MEETING HELD ON 31 OCTOBER 2018**

**Present**

Prof John Vinney (Chair) Vice-Chancellor

Jim Andrews Chief Operating Officer

Dr Catherine Angell Faculty Academic Staff Representative (FHSS)

Prof Katherine Appleton Professoriate Representative (FST)

Ade Balogun President 2018/19, Students’ Union

Graham Beards Director of Finance & Performance

Dr Carol Clark Faculty Academic Staff Representative (FHSS)

Dr Bryce Dyer Faculty Academic Staff Representative (FST)

Lenrick Greaves Vice-President (Education) 2018/19, Students’ Union

Alan James General Manager, Students’ Union BU

Jacky Mack (Secretary) Head of Academic Services

Prof Tim McIntyre-Bhatty (Deputy Chair) Deputy Vice-Chancellor

Prof Dinusha Mendis Professoriate Representative (FMC)

Julie Northam Head of Research & Knowledge Exchange Office

Prof Keith Phalp Executive Dean (FST) & Acting Executive Dean (FMC)

Karl Rawstrone Faculty Academic Staff Representative (FMC)

Prof Tim Rees Professoriate Representative (FM)

Prof Kerstin Stutterheim Faculty Academic Staff Representative (FMC)

Prof Stephen Tee Executive Dean (FHSS) & Acting Executive Dean (FM)

**In attendance**

Jack Guymer (Clerk) Academic Quality Team Leader (AS)

Adam Child Head of Academic Quality [Item 6.3, Item 6.4]

Dr Kevin McGhee Deputy Dean (FST) [Item 5.2]

Shona Nairn-Smith Business Support Manager [Item 6.1]

Russell Pottle Head of PRIME [Item 5.3]

Dr Richard Scullion Deputy Dean – Education & Professional Practice (FMC) [Item 5.2]

**Apologies**

Mandi Barron Head of Student Services

Michael Barry Professional Services Staff Representative

Dr Luciana Esteves Faculty Academic Staff Representative (FST)

Dr Fiona Knight Professional Services Staff Representative

Prof Tim Lloyd Faculty Academic Staff Representative (FM)

Dr Dermot McCarthy Faculty Academic Staff Representative (FM)

Dr Sonal Minocha Pro Vice Chancellor (Global Engagement)

Prof Jane Murphy Professoriate Representative (FHSS)

18/001 **APOLOGIES**

The Chair welcomed members to the first meeting of the academic year and apologies were noted as above.

The Chair welcomed the new Elected Academic Staff Representatives from the Faculty; Dr Catherine Angell, Dr Carol Clark, Dr Luciana Esteves, Professor Tim Lloyd, Mr Karl Rawstrone and Professor Kerstin Stutterheim, and also welcomed one new Professoriate Representative; Professor Jane Murphy. The Chair also welcomed Mr Ade Balogun who had been elected as the Students’ Union (SU) President for 2018/19 and Mr Lenrick Greaves who had been elected as SU Vice-President (Education) for 2018/19.

18/002 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

18/003 **MINUTES OF THE PREVIOUS MEETING HELD ON 13 JUNE 2018**

18/004 **Accuracy**

The minutes of the previous meeting were approved as an accurate record.

18/005 **Matters Arising**

 There were no matters arising from the previous meeting.

18/006 **Report of Electronic Senate meeting of 31 August to 7 September 2018 (SEN-18-006)**

 The Electronic Senate meeting was convened exceptionally to approve the Terms of Reference for the new Academic Standards and Education Committee (ASEC).

 **Noted:** The report of the Electronic Senate meeting of 31 August to 7 September 2018 was noted.

18/007 **Report of Electronic Senate meeting of 3 to 10 October 2018 (SEN-18-007)**

 A number of comments had been raised during the Electronic Senate meeting in relation to research activities and the resources needed to support them. Whilst noting that it was pleasing to see a healthy dialogue, the Deputy Vice-Chancellor reported that both the available funding and principles for allocation were being actively reviewed in line with the new Strategic Plan and details would be announced shortly for the 2018/19 academic year onwards.

The Professoriate Representative, Faculty of Science and Technology advised that it would be important to ensure that research funding was allocated more efficiently in the future, noting that 96 members of staff had recently applied for three fully-funded studentships, which was felt to not be the most efficient use of time. It was suggested that the competition could either be streamlined or funds made available in a non-competitive way. The Deputy Vice-Chancellor reported that under the new proposal Faculties would be responsible for deciding how to best allocate or use funds in dialogue with staff.

There was some discussion about the support for early career researchers (ECRs). It was suggested that additional funds could be directed to ECRs to help support their development as they did not always have the experience to successfully bid for funds. It was reported that the new approach to research development would offer a broader range of support mechanisms for ECRs.

The Chair commented that significant resources were invested in our academic endeavors and specifically in research development, including but not limited to QR funding. The challenge for the University was to ensure research development was supported in the most effective and efficient manner possible to support external funding bids, publications and ultimately to achieve high quality impact all in the pursuit of delivering our vision and purpose though the lens of Fusion. Any money invested in research development would need to be timely, fair and transparent to ensure it had the greatest impact. It was considered that the new approach would be a more effective and targeted method of funding allocation.

The Chair welcomed the further comments and engagement in this important area and reiterated that communications will follow in due course to clarify future support for research development.

 **Noted:** The report of the Electronic Senate meeting of 31 August to 7 September 2018 was noted.

18/008 **Terms of Reference and Membership (SEN-18-008)**

 Minor amendments had been made to each of the Terms of Reference for Senate, Faculty Academic Board (FAB), Research and Professional Practice Committee (RPPC) and University Research Ethics Committee (UREC) to reflect changes to the Senate committee structure which were approved at the Senate meeting in June 2018.

 The Senate membership had been revised to include the Deputy Chairs from ASEC and RPPC to help strengthen the link between Senate and its sub-committees. The intention was to include the Chair/Vice-Chair from UREC on the Senate membership following consultation.

 The SU Vice-President (Education) had been added to the FAB membership based on feedback at the Senate meeting in February 2018. The number of student representatives had increased from two to ‘up to three’, which also included the explicit addition of a Post Graduate Research (PGR) student.

 The Terms of Reference for UREC had been amended to include the added responsibility around the monitoring and audit compliance for projects which had received HRA/NHS REC approvals.

A number of changes and additions had been made to the RPPC Terms of Reference, including: a revision to the committee name, clearer alignment to Senate, expansion of the membership, and the strengthening and broadening of responsibilities throughout.

**Approved:** The Committee approved the following Terms of Reference:

* Senate
* Faculty Academic Board
* Research & Professional Practice Committee
* University Research Ethics Committee

**Noted:** The Committee noted the Senate membership for 2018/19.

18/009 **VICE-CHANCELLOR’S COMMUNICATIONS**

18/010 **HE Sector and BU2025 Update**

 The Chair reported that it had been a busy but relatively inconclusive period in terms of external developments since the last meeting of Senate in June 2018. Brexit negotiations were continuing and the Migration Advisory Committee had issued two new reports since the last meeting. Considerable uncertainty remained and both areas would need to be kept under a watching brief as the position developed.

The review of Post-18 education was due to reach its final conclusions in a report at the end of this year but this had now been delayed until January 2019, due to the timing of an ONS report into the accounting of fees. There had been limited updates on progress, other than the Chair of the independent panel confirming that the review would look at the options around Higher Education (HE) and Further Education (FE) funding streams and the opportunities for all post-18 education. It was considered that any proposal would be linked to funding and would attempt to join HE and FE mechanisms closer together.

The University had improved its ranking in the Times Higher Education World University Rankings 2019, moving up from 601-800 in 2018 to 501-600. The University’s overall scores had improved in all five areas, most notably for teaching. The University had also climbed one place to 78 out of 132 Universities listed in the Times and Sunday Times Good University Guide. The University’s performance had improved in four of the nine measures, including both National Student Survey (NSS) measures.

The Chair reported that the University had had another challenging recruitment/enrollment period with two Faculties, Management and Media and Communication, falling short of their target numbers. Contributing factors were the decline in 18 year olds and the increasing competition in the sector.

Looking ahead, the Chair highlighted that the recent launch of the new Strategic Plan; BU2025, would serve the University well during the next period of instability in the sector nationally and internationally.

18/011 **Bournemouth University and Dorset Integrated Care Systems (ICS) Strategic Partnership (SEN-18-009)**

 The Executive Dean, Faculty of Health and Social Sciences provided a verbal update on the development of the strategic partnership between the University and Dorset Integrated Care Systems (ICS). The partnership was an important step towards the University’s vision for BU2025, in building the strategic area of Medical Science, but also it was an excellent opportunity to build on the Fusion approach to research, education and practice. The intention of the collaboration was to deliver mutually beneficial outcomes which had the potential to transform health and social care across the region and beyond, including the development of new health, medical and social science programmes validated by the University. In turn, it was hoped that this would help to secure a future workforce across the region which was an important issue for the local health economy.

18/012 **FOR DISCUSSION/DEBATE**

18/013 **Fusion Learning**

The Deputy Vice-Chancellor provided a progress update on the implementation of Fusion Learning, which was being overseen by a Steering Committee and Working Group.

It was reported that initial discussions held by the Working Group were of a similar nature to those following the implementation of Fusion as part of the BU2018 Strategic Plan, whereby there was a perception that Fusion Learning was already being implemented across the University. However, it was considered that this was not necessarily the case and actually there was still work to be undertaken before Fusion Learning was fully embedded across the University’s provision in a way that was most beneficial for students.

The Deputy Vice-Chancellor provided two examples linked to Fusion Learning. The first related to the concept of an open curriculum. Whilst there were a number of programmes across the University which shared units with one another, it was noted that this was not the same as an open curriculum. It was considered that an open curriculum offered students a greater freedom of choice to select units than was allowed in current programme structures. The second example was a case study at Humboldt-Universität zu Berlin which looked at research-informed teaching and how this could evolve academic practice.

In terms of next steps, it was reported that the Steering Committee and Working Group would be having open conversations about how to develop the University’s provision in terms of Fusion Learning. It was considered that the University would need to be pragmatic with its timescales to help ensure that changes were fully implemented before the end of the BU2025 Strategic Plan.

18/014 **Placements at BU: Compulsory or Optional?**

The Chair invited the Deputy Dean – Education & Professional Practice, Faculty of Media and Communication and the Deputy Dean, Faculty of Science and Technology into the meeting to present the debate item.

Following the institutional-wide decision to make placements optional on all programmes, if they were not already compulsory, in line with BU2018, it was considered to be timely to reflect on the value of placements at Bournemouth University (BU). Senators received presentations summarising the reasons in favour of making all placements compulsory as well as some of the drawbacks on this option.

The Deputy Dean – Education & Professional Practice, Faculty of Media and Communication opened the discussion by stating that in his view, there were the following reasons for having compulsory placements:

* There was a strong strategic case for placements. It was considered that placements provided a good platform for helping to deliver key elements of the University’s Strategic Plan; BU2025, such as supporting the Fusion theme: ‘Business and Economic Sustainability’ amongst others;
* The provision of placements was a unique selling point for many programmes across BU, particularly when discussed with applicants and parents at Open Days;
* The opportunities for co-creation between students, staff and placement providers increased following placement;
* It was argued that placements provided better academic prospects for final year students by enhancing learning experiences and improving student engagement;
* Looking forward, it was suggested that compulsory placements could be re-framed as a ‘guaranteed opportunity’.

Based on experiences within the Faculty of Science and Technology, the Deputy Dean, Faculty of Science and Technology provided a summary of some of the drawbacks of compulsory placements:

* Whilst agreeing that placements offered a range of benefits, it was argued that the requirement for placements should be discipline specific. For instance, in some disciplines it was considered that students would just as equally benefit from spending a short time within a workplace environment over a vacation period rather than undertaking a formal placement;
* It was suggested that placements should only be compulsory where the demand from placement providers was higher than the actual number of students enrolled on a programme as there were sometimes issues with students being able to secure placements;
* It was considered that placements could add unwanted pressures on students, for example there were financial implications for students going on placement as not all placements were paid.

The Executive Dean, Faculty of Science and Technology queried the impact of placements on student recruitment. It was noted that there was anecdotal evidence to suggest that some students were deterred by compulsory placements. In particular, it was noted that feedback from international applicants indicated that the placement requirement was one of the main reasons for not applying to the University. The Faculty Academic Staff Representative, Faculty of Media and Communication argued that a number of international students were in favour of going on placement as this added to their experience within their subject area. This view was supported by the SU President who commented that placements were a unique selling point which helped further enhance the academic experience for international students.

There was some discussion about placement duration. Generally, it was considered that placements of any duration were of value to students and each placement had a positive impact on final year academic performance as students were often more focussed and engaged following placement. Despite a limited data set, the Deputy Vice-Chancellor reported that data indicated that there was a marked improvement in employment outcomes for students who went on placement regardless of duration.

Whilst advising that they were neither in support nor against the notion of a compulsory placement, the SU Vice President (Education) suggested that further consideration should also be given to the support mechanisms as there were a number of barriers preventing students from going on placement, such as low socio-economic status. One suggestion was for the University to look at how it could support students in securing high-quality, paid placements.

The Chair thanked the Deputy Dean – Education & Professional Practice, Faculty of Media and Communication and the Deputy Dean, Faculty of Science and Technology for their input and Senators for their contributions to this important topic.

The Chair asked FABs to consider the matter further before being taken forward by ASEC.

18/015 **National Student Survey Results (SEN-18-010)**

Overall, the University’s performance in the National Student Survey (NSS) results remained relatively static compared to the previous year, with marginal improvements being made in six question areas. The University’s overall satisfaction score had improved from 80.93% to 81.26% with the sector average falling from 84.18% to 83.48%. As a result, the University was now 2% from the sector average compared to 3% in the previous year.

Despite the University reducing the gap between its performance and that of the sector in several question areas, it was reported that the areas for *Organisation and Management* and *Assessment and Feedback* were falling further behind the sector.

Whilst the results at an institutional level remained stable, the Head of PRIME reported that the underlying data at programme and department level remained variable. For instance, the overall satisfaction scores had declined for 26 programmes, with five programmes falling by 10% or more.

The Secretary noted that the next iteration of the subject level Teaching Excellence and Student Outcomes Framework (TEF) pilot introduced two new NSS metrics: *Learning Resources* and *Student Voice*. Although the University’s overall performance in *Student Voice* had improved slightly, it was noted that the overall performance against this question cluster when the Student Union question was excluded was below sector average so this should be a priority area for the University.

**Noted:** The National Student Survey Results 2018 were noted.

18/016 **FOR APPROVAL/ENDORSEMENT**

18/017 **Prevent Duty Annual Report (SEN-18-011)**

The report presented was the first year the Prevent Duty Annual Report would be submitted to the Office for Students (OfS) following the transition from the Higher Education Funding Council for England (HEFCE) in March 2018. There were no serious incidents to report and no changes had been made to the operating context.

Five proposals for externals speakers and events had been referred to the Office of the Vice chancellor (OVC) for consideration to ensure these complied with the University’s Code of Practice on Freedom of Speech. Three of these were not deemed to be designated activities and did not require OVC approval. The remaining two were both approved by the Chief Operating Officer, with one subject to conditions.

 Minor amendments had been made to the University’s Prevent Policy to align with the new General Data Protection Regulation (GDPR) and to reflect the requirement for the University to report to the OfS.

**Endorsed:** Senate endorsed the Prevent Duty Annual Report for consideration by the University Board.

18/018 **Senate Annual Report (SEN-18-012)**

 The Senate Annual Report 2017/18 had been produced to strengthen the University Board’s oversight of academic governance to include assurances on how Senate and its sub-committee were reviewing their own effectiveness and ensuring that academic quality was maintained.

 The summary produced for the Research Ethics Committee highlighted that succession planning was a key priority, with appointments to Panel Chairs, Deputy Chairs and Panel members being actively progressed.

The Secretary reported that all actions had been completed in the Senate Effectiveness Review Action Plan.

**Endorsed:** Senate endorsed the Annual Report to the University Board.

18/019 **Academic Quality Annual Report (SEN-18-013)**

Following consideration and endorsement by ASEC on 18 October 2018, the Academic Quality Annual Report provided Senate with a summary evaluation of evidence relating to the maintenance of quality and academic standards in 2017/18.

 The Head of Academic Quality highlighted that the reports from External Examiners were overwhelmingly positive, particularly in response to the questions relating to the maintenance of academic standards. The findings were similar to previous years adding assurance that standards were appropriate and that students were achieving at a level that was comparable with peers across the sector.

 Following an upward trajectory of Academic Offences Panels and Boards in 2016/17, it was reported that the number of Panels and Boards had reduced by 21%. It was added that the variation had followed through into a reduction in the number of penalties being applied to students where a case was found to have grounds. It was considered that the data indicated that efforts around detection and advice being provided to students were beginning to have a positive effect at an institutional level.

**Endorsed:** Senate endorsed the Annual Report to the University Board.

18/020 **Focussed Enhancement Review (FER): replacement of ARPP *9C – Faculty Quality Audit: Policy and Procedure* with *ARPP 9C – Focussed Enhancement Review: Policy and Procedure* (SEN-18-014)**

 The Head of Academic Quality presented the new Focussed Enhancement Review (FER) Policy and Procedure which was designed to succeed the previous Faculty Quality Audit process. The broad aim of the new approach was to provide a formal mechanism for enhancement activity by challenging and sharing good practices across the University.

 A pilot of the new FER process was conducted in June 2018 with the Social Sciences provision within the Department of Social Science and Social Work. The participants of the pilot had provided positive feedback and the Department had embedded the findings into its annual monitoring documentation. Whilst the new approach provided an overarching review methodology, it was reported that there was a degree of flexibility to identify various lines of enquiry.

**Approved:** Senate approved the new Focussed Enhancement Review Policy and Procedure for implementation in 2018/19.

18/021 **REPORTING COMMITTEES**

18/022 **Faculty Academic Board Minutes (SEN-18-015)**

 **Noted:** The Committee noted the Faculty Academic Board minutes:

* FHSS FAB minutes of 2 October 2018 (unconfirmed)
* FM FAB minutes of 22 October 2018 (unconfirmed)
* FMC FAB minutes of 10 October 2018 (unconfirmed)
* FST FAB minutes of 4 October 2018 (unconfirmed)

18/023 **University Research Ethics Committee Minutes (SEN-18-016)**

 **Noted:** The Committee noted the University Research Ethics Committee minutes of 3 October 2018 (unconfirmed).

18/024 **Research & Professional Practice Committee Minutes (SEN-18-017)**

**Noted:** The Committee noted the Research & Professional Practice Committee minutes of 10 October 2018 (unconfirmed).

18/025 **ANY OTHER BUSINESS**

There was no other business.

18/026 **DATE AND TIME OF THE NEXT MEETING**

Electronic Senate – 9.00am on Wednesday 30th January 2019

Senate Meeting – 2.15pm on Wednesday 27th February 2019