

**SENATE****MINUTES OF A MEETING OF SENATE HELD ON 4 JUNE 2014**

- Present: Prof J Vinney (**Chair**)  
Mr C Allen; Ms M Barron; Mr G Beards; Dr C Bond; Prof D Buhalis; Dr C Chapleo;  
Mr D Evans; Prof B Gabrys; Ms T Hixson; Mr J Holroyd; Mr S Jukes; Ms J Mack;  
Prof T McIntyre-Bhatty; Dr S Minocha; Prof A Mullineux; Ms J Quest; Prof J Roach;  
Prof E Rosser; Prof H Schutkowski; Mr M Simpson (SUBU); Ms A Stevens; Dr H Thiel;  
Prof G Thomas; Prof K Wilkes
- In attendance: Ms M Frampton (Policy & Committees Officer); Mr I Jones (Item 5); Mr G Rayment  
(Corporate Governance & Committee Manager); Ms N Silvennoinen (Item 6.1);  
Ms S Sutherland (University Board Chairman)
- Apologies received: Mr J Andrews; Prof P Comninos; Prof J Fletcher; Mr J Gusman (SUBU); Mr A James;  
Dr S Jeary; Prof T Zhang

**1. WELCOMES, APOLOGIES AND DECLARATIONS OF INTEREST**

The Chair welcomed members to the meeting and apologies were noted as above.

The Chair welcomed Dr Sonal Minocha in her role as Pro Vice-Chancellor Global Engagement. Ms Sutherland, the University Board Chairman observed part of the meeting.

**2. MINUTES OF THE MEETING OF SENATE HELD ON 26 FEBRUARY 2014**

The minutes were approved as an accurate record.

**2.1 Matters Arising**Item 6.5.3 – Research Ethics Restructure Implementation Plan

In Prof Fletcher's absence, the Chair provided an update of the action listed from the previous meeting. The process now depends on the type of research project the member of staff is submitting for ethical approval. For example, if the member of staff is submitting for ethical approval for their PGR project, then they should follow the route for PGRs, and if the member of staff is submitting for ethical approval of an internally/externally/non-funded project (not related to their PGR), then they should follow the route for staff. Julia Hastings-Taylor has now clarified this within the Research Ethics Implementation Plan.

**3. REPORT OF ELECTRONIC SENATE MEETING OF 14 MAY TO 21 MAY 2014**

The report of the Electronic Senate meeting of 14 to 21 May 2014 was noted.

Item 2 – Re-investment of money saved from staff taking industrial action into student support

Ms Barron commented that she thought historically, monies saved from staff taking Industrial Action had been transferred to student hardship funding. The Chair confirmed, however, that whilst the Student Hardship Fund may have received additional funding on occasion as a result of underspends more generally, it was not the University's policy to allocate any specific savings arising from Industrial Action to any particular areas of expenditure.

## **4. VICE CHANCELLOR'S COMMUNICATIONS**

### **4.1 HE Sector Update and BU 2018**

#### HE Sector Update

- 4.1.1 The sector had been relatively quiet of late, although there had been a lot of speculation regarding the implications of a change of government at the next election and what it would mean to Universities with regards to funding models for future finance and policy changes, and the fees Universities could charge. With the cap being removed from Student Number Controls from 2015/16, BU would need to consider the implications and to understand how to maximise BU's position in moving forward.
- 4.1.2 Following the Universities UK Report published on 29 May 2014 (*Postgraduate Taught Education, The Funding Challenge*), the focus was now on PG funding moving forward and over the Summer, BU would be looking at different models and reports which highlighted the 10% fall of PGT recruitment. Dr Minocha would be focusing on international PG recruitment and would lead in this area.
- 4.1.3 In April 2014, David Willetts unveiled plans to create new University campuses in areas identified as HE 'cold spots', such as county towns and coastal communities that currently lack provision, namely Shrewsbury, Yeovil, Hereford and East Anglia. These were areas which could have Higher Education sites for the first time.
- 4.1.4 The future of the Higher Education Academy (HEA) was uncertain due to the huge cut in funding of 90% over the next few years. BU would continue to interact with the HEA over the next few years as it was important that the good work undertaken so far was preserved.
- 4.1.5 Ms Barron commented on David Willett's announcement to cut Disabled Student Allowances (DSAs) from September 2015. DSAs provide grants to disabled students to support studies, and are a vital support mechanism in the recruitment of disabled students. It was noted that SUBU would be attending a meeting regarding this issue on 6 June 2014.

#### BU2018 Update

- 4.1.6 The Chair confirmed that the third round of BU2018 Delivery Planning had been progressing well over the past few months and various meetings had taken place with Schools/Faculty/Professional Services. The Delivery Plans would be finalised shortly and a summary, along with draft budgets for 2014/15, would then be presented to the University Board. Delivery Planning had focused on making good progress towards BU2018 and also towards increased investment. The first tranche of new academic staff posts in response to Delivery Planning had recently been advertised and options were being looked into with respect to further academic investment.
- 4.1.7 Senators were reminded of the importance of continuing to focus on high levels of innovation across the University in order to build on success and build our academic strength. The increased focus on pedagogic innovation and enhancing student experience was also welcomed. At the last meeting of Senate in February 2014, the general consensus had been in support of a move to a faculty structure within BU and this move would provide increased opportunities for Fusion, new research, new academic groupings and increased international activity. It was confirmed that the drive for this change is primarily academic. Informed by the Delivery Planning process, proposals to move to faculties across BU will be shared in the near future, followed by a period of consultation.
- 4.1.8 Prof Roach explained the processes followed during the formation of the Faculty of Science and Technology, and the key requirements had been regular meetings taking place within academic groups and ensuring that all staff contributed to the process.
- 4.1.9 Dr Bond commented that it was important that academic voices were not lost through there being a lower number of 'academic unit' elected representatives. The Chair advised that he would review Senate membership and ensure adequate academic coverage was maintained.

- 4.1.10 The Chair commented that a key element of the planning process is flexibility and adapting to the changing mix of BU students. In addition to the changing mix, discussions were also taking place around building on our success and areas of academic strength by selectively growing in a planned and controlled manner.
- 4.1.11 Prof Roach highlighted that in order for the Faculty of Science and Technology to grow, an increased number of laboratories were required. The potential for growth within BU would rely on its areas of strength which all tended to be lab based. The Chair confirmed that future provision of laboratory space was a key feature of the Estates Development Framework, but that these will take some time to realise and that Schools/Faculties will need to be flexible and creative in the short to medium term.
- 4.1.12 A discussion took place regarding Technology Enhanced Learning and the Centre for Excellence in Learning and the valuable work being undertaken to transform BU into a leader of the future. It was agreed that future discussion should take place at the next meeting of Senate to agree how to take technology forward and to also discuss the future use of Blackboard.

**ACTION:** The use of Technology Enhanced Learning to be the main debate topic at the next meeting of Senate.

**ACTION BY:** Professor Gail Thomas

## 4.2 Key Performance Indicators

- 4.2.1 Prof McIntyre-Bhatty introduced the latest KPI Report (April 2014) which summarised performance against the KPIs and PIs which had been set out in BU2018, and had been presented to the University Board and Senate Committees.
- 4.2.2 The Executive Summary showed the increased performance of KPI1 – Academic Strength, which had improved by 2% since February 2014.
- 4.2.3 Prof Fletcher would be looking to revise a small number of the KPIs moving forward which would change from budgeted figures to actual figures. These changes would provide information which would be more meaningful.
- 4.2.4 Despite efforts to increase the number of academic staff, vacancies were still taking some time to be filled and therefore would continue to impact on the KPIs. It was therefore important that all vacancies were recruited to as quickly as possible moving forward.
- 4.2.5 Ms Quest referred to PI14 – the proportion of academic staff who hold at least one recognised professional affiliation, and questioned whether monies could be made available to staff from the Staff Development Fund which would assist with the improvement of PI14 figures. It was noted, however, that this was not currently the University policy and that any such schemes would need to be applied equitably across all staff, including professional and support staff. Senators were reminded that professional body membership fees paid on behalf of staff members would be subject to Income Tax.
- 4.2.6 Prof Rosser highlighted that HSC were not permitted to deliver programmes without affiliation and all HSC professional body membership fees were paid by the individual, therefore rules should be applicable to all staff.
- 4.2.7 Dr Minocha questioned whether KPI5 – Graduate employability, was ambitious enough bearing in mind BU's current position. This suggestion would be further considered and it was agreed this KPI would be further monitored.

## 5. COMMUNITY ENGAGEMENT

- 5.1 The Chair welcomed Mr Simpson, SUBU President 2013/14 and Mr Jones, Head of Regional Community Partnerships, who provided a brief overview of the University's activities in the field of community engagement.

- 5.2 Mr Jones explained that approximately 52 separate projects were being, or had been, undertaken and that they fell into three broad categories – Residents/Populations, Civic and Community and Organisations. Extensive work had been undertaken with the local community, local councils and other agencies to improve the reputation and standing of the University and its students. This included the introduction of Student Wardens, which would shortly increase from 4 to 9 wardens, and working with councils to address issues around noise and student behaviour. Students were encouraged to engage in community volunteering activities, some of which also brought additional public relations opportunities for the University. The University's Festival of Learning and being patrons of the Bournemouth Air Show had also helped to open doors and engage with the local community.
- 5.3 Mr Jones has been working with the Arts University on the 'lock it or lose it' campaign which reminds students to keep their houses secure and to hide valuables in order to prevent burglaries taking place. The Big Feed events had taken place twice and in total 2.2 tons of food had been collected for local food banks which had helped to improve relationships between BU students and local residents.
- 5.4 Mr Jones provided an update on examples of community partnership projects, including the development of a greater strategic partnership with AFC Bournemouth. Looking ahead, work would continue to build further strategic collaborations within the wider region and to facilitate a more joined-up approach across all of the University's Schools and Services.
- 5.5 Thanks were given to Mr Simpson for his input into Senate over the past year. Mr Simpson left the meeting.

## 6. OTHER REPORTS

### 6.1 Proposed Assessment Policy Changes

- 6.1.1 Following the review of *Chapter B6: Assessment of students and the recognition of prior learning* in October 2013, the revised Chapter now incorporated what the UK Quality Code for Higher Education referred to as the 'recognition of prior learning', rather than the 'accreditation of prior learning' (APL). However, the revised Chapter did not cover what was described as 'UK Credit Transfer'.
- 6.1.2 Senate was requested to approve the adoption of the revised sector terms for inclusion in *ARPP 3P*.
- 6.1.3 **Approved:** Senate approved the recommendation to replace the current BU term 'accreditation of prior learning' (APL) with the new sector terminology 'recognition of prior learning' (RPL) and 'UK Credit Transfer' and to reflect these changes within the Policy or *ARPP 3P*.
- 6.1.3 Chapter B6 of the UK Quality Code differentiated between the functions of 'second marking' and 'internal moderation'. Currently BU uses the terminology associated with assessment described as 'second marking' as a process that includes both of these functions and combines 'marking' with 'internal moderation'. BU currently uses the term 'moderation' to describe external examiner scrutiny of students' work. It was noted that ASC supported this proposal in May 2014, and if approved by Senate, the intention was to revise these terms and submit a paper for QASG discussion in July 2014, and then represented to ASC for final approval.
- 6.1.4 It was suggested that this proposal was more of a process change rather than a term change and further clarification was still required to explain exactly what 'internal moderation' entailed. Following discussion, it was agreed that Senate were unable to approve this recommendation until academic staff were content with the change of policy and the differences were made clear.
- 6.1.5 Senators agreed, after due consideration, that the paper should be resubmitted to the July 2014 meeting of QASG and represented to ASC to receive in principle approval for resubmission to the next meeting of Senate.
- 6.1.6 **Rejected:** Senate rejected the recommendation to adopt the sector term 'internal moderation' and to redefine the current BU term 'second marking'.

**7. ROUTINE COMMITTEE BUSINESS**

**7.1 Academic Standards Committee (unconfirmed), 15 May 2014**

The minutes were **noted**.

**7.2 University Research & Knowledge Exchange Committee (unconfirmed), 1 May 2014**

The minutes were **noted**.

**8. ANY OTHER BUSINESS**

- 8.1 Prof Thomas reminded Senators about the 'Third Year Annual Report of Dorset Healthcare Trust's 'University' Status – University Department of Mental Health report which had been presented at Electronic Senate in May 2014, and how the report had provided an update of the good activity which had taken place over the past three years.
- 8.2 Following the appointment of a new Chief Executive of the Dorset Healthcare University NHS Foundation Trust (DHUFT), a new dialogue had been started to shape the future relationship with the Trust. This matter would be represented to Senate as a substantive item at the next meeting to provide confidence to Senators in the re-designation of the Trust and on-going partnership.
- 8.3 The Chair thanked Senators for their input to meetings over the last academic year and gave thanks to those who were coming to the end of their term. Mr Rayment would be in contact with Senators over the summer with regards to the election of new Members.
- 8.4 Thanks were also expressed to Mr Gusman, SUBU Vice President (Education) who was unable to attend the meeting.

**9. DATE OF NEXT MEETING:**

**Electronic Senate** – 9.00am, Monday 22 September 2014

**Live meeting** – 2.15pm, Wednesday 29 October 2014