

## SENATE

## MINUTES OF A MEETING OF SENATE held on 26 FEBRUARY 2014

- Present: Prof J Vinney (**Chair**)  
Mr C Allen; Mr J Andrews; Ms M Barron; Dr C Bond; Dr C Chapleo; Prof J Fletcher; Mr J Gusman (SUBU); Mr J Holroyd; Dr S Jeary; Mr S Jukes; Ms J Mack; Prof T McIntyre-Bhatty; Prof A Mullineux; Ms J Quest; Prof J Roach; Prof E Rosser; Prof H Schutkowski; Mr M Simpson (SUBU); Prof G Thomas
- In attendance: Dr M Bobeva (Observer); Dr S Eccles (Item 5); Ms M Frampton (Policy & Committees Officer); Ms K Goodwin (Item 5); Dr T Humphries-Smith (Item 6.1); Ms K Pichlmann (Item 6.4); Mr G Rayment (Committee Clerk); Dr G Roushan (Item 5)
- Apologies received: Mr G Beards; Prof D Buhalis; Prof P Comninou; Mr D Evans; Prof B Gabrys; Ms T Hixson; Mr A James; Prof R Palmer; Ms A Stevens; Dr H Thiel; Prof K Wilkes; 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 two new members of Senate: Prof Mullineux (in his role as Professorial Representative, the Business School) and Prof Fletcher (in his role as Pro Vice-Chancellor for Research & Innovation). The Chair also introduced Dr Bobeva who would observe the meeting.

It was noted that Senate membership would be reduced for the 2014/15 academic year to allow for one elected staff representative and one Professoriate representative from the new Faculty of Science and Technology (SciTech). The existing representatives from the former Schools of Applied Sciences and Design, Engineering and Computing would continue for the remainder of the current academic year.

**2. MINUTES OF THE MEETING OF SENATE HELD ON 30 OCTOBER 2013**

The minutes were approved as an accurate record.

**2.1 Matters Arising**Item 4.1.4 – Strategy & HE Sector Update

Ms Mack advised that a proposal was discussed with the BU Central Admissions Team in November 2013 and progress had been made with unconditional offers for AAA students. A soft launch would take place in the current admissions cycle, with a full launch taking place in the 2015 cycle. It was noted that following deregulation, this policy would be kept under review.

Item 5.6 – Fusion Building 1

Dr Bond questioned whether the aim for the School of Health & Social Care (HSC) to move to Talbot Campus was still on course. Mr Andrews confirmed that the actual date of the expected move was not yet decided, although this was still part of the planning process and appeared to be achievable in the longer term.

Item 6.2.3 – Integration of the School of Design, Engineering & Computing (DEC) and the School of Applied Sciences (ApSci)

Prof Roach provided an update on the newly formed Faculty of Science and Technology (SciTech). Following on from the many consultations which had taken place with staff, unions, students, student representatives and other stakeholders, the new Faculty had moved ahead positively and had been welcomed by staff. The SciTech Delivery Plan was moving forward with work ongoing to fine-tune the new structure and identify links and synergies. Members discussed the possibility of other Schools combining to form new Faculties and it was noted that discussions had taken place within

some Schools (notably the Media School and Health and Social Care). Views were continuing to emerge and no firm decisions had been reached yet by UET. The Chair encouraged Deans to work together through the delivery planning process, to explore and develop potential for increased levels of academic synergy and to continue to build on academic core strengths.

### **3. REPORT OF ELECTRONIC SENATE MEETING OF 5 FEBRUARY TO 12 FEBRUARY 2014**

#### Agenda item 1 – Embedding Fusion Pathway

The Chair confirmed that Prof Bennett continues to lead this project and a Steering Group had been established to take it forward. This project had evolved following recommendations from academics, and it was anticipated that the suggestions received would be implemented as soon as possible, pending discussions with the Trade Union. It was noted the timeline would remain the same and the aim was still to have the processes in place for the next cycle of appraisals.

#### Agenda item 14 – University Research & Knowledge Exchange Committee Minutes of 1 October 2013

Prof Fletcher advised that the University Research & Knowledge Exchange Committee Terms of Reference were still in the process of being reviewed, and would be presented to Senate at the next meeting.

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

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

4.1.1 The Department for Business, Innovation and Skills (BIS) grant letter to the Higher Education Funding Council for England (HEFCE) had been received earlier this month. The settlement would result in a reduction in funding for Higher Education Institutions (HEIs) in 2014/15 and 2015/16, although the reduction in funding would not be as severe as originally anticipated. The Government had asked HEFCE to deliver the reductions which protect high-cost subjects (including STEM), widening participation (which is funded via the HEFCE Student Opportunity allocation), and small and specialist institutions.

4.1.2 George Osborne's, Autumn Statement on 5 December 2013 had included the announcement of an extra 30,000 fully funded new student places in 2014/15 and the removal of Student Number Controls across the system as a whole from 2015/16 onwards. This announcement could have significant ramifications over the next few years and the impact on the sector should not be underestimated.

4.1.3 BU was in a favourable position to respond to these changes, with a clear vision and a Strategic Plan, including a £200 million Estates Investment Plan, which would enable the University to adapt and respond to the changing external environment.

4.1.4 The number of offers made to students had increased by 18% (2,093) on the previous year, with the total number of offers made so far totalling 13,715. The number of offers to ABB+ students totalled 4,910, which was an increase of 24.3%, and 490 offers have been made to international (non EU) students, which is an increase of 33.5%. This level of growth was not generally the position across the sector. It was noted that recruitment of PGT and international students remained a challenge for the institution.

4.1.5 The Chair moved on to highlight progress against the BU2018 Strategic Aims:

#### *F1 – Use resources efficiently to secure the vision and key strategic priorities*

The third year of the delivery planning process was now underway. Moving forward, BU would be looking for robustness and innovation within the Delivery Plans to build on existing areas of strength in order to meet some of the challenges faced.

#### *C3 – Develop strategic local, regional, national and international partnerships*

Ms Lorna Gibbons had been appointed as the new Director of the Dorset Local Enterprise Partnership (LEP). Lorna was a BU appointment, however she will work full time for the LEP on a two year secondment. Mr Andrews had also been appointed as the University representative on the LEP Board.

*C4 – Build strong professional and academic networks worldwide*

BU had made two applications for Centres for Doctoral Training (CDTs). The first application was for the continuation of the Centre for Digital Entertainment and the second application was for a new Centre in Data Science. It was noted that the former application had been successful and would provide approximately 8½ years of funding for 50 new doctoral students.

*S2 – As part of Fusion, undertake world-class research in recognised areas of academic excellence*

BU made its submission to the Research Excellence Framework (REF) in November 2013, which was a huge achievement for the University, with 33% of eligible staff successfully submitted. The results would be published in December 2014.

*S5 – Be recognised internationally as a thought-leader*

BU's written evidence to the Science and Technology Select Committee inquiry into Women in Science, Technology, Engineering & Maths (STEM) had been quoted several times in the Committee's final report. This was a demonstration of our thought leadership and would be taken forward within other areas of BU.

*E2 – Provide world-class facilities*

The initial consultation regarding the proposals to develop a new academic building had been concluded and planning permission covering the academic building and the Park and Stride scheme had been submitted to the Borough of Poole in February 2013. Following planning permission approval, construction of the new building would start in the summer and would take approximately 18 months to complete. It was noted that the new Student Centre which was currently being constructed would be officially handed over to BU in November 2014 with an expected opening date of April 2015. In addition to the construction taking place at Talbot Campus, Finance House at Lansdowne had been demolished to create space for the new BU International College building.

**5. INNOVATION IN EDUCATION: HOW CAN THE CENTRE FOR EXCELLENCE IN LEARNING (CEL) AND OTHER INITIATIVES ENSURE WE EMBED BEST PRACTICE**

- 5.1 Prof Thomas introduced the Centre for Excellence in Learning (CEL) and asked Senators to share ideas regarding how the academic community could use it as a vehicle to enhance pedagogic innovation and the student experience.
- 5.2 The CEL was soft launched in September 2013 and it aims to create a focal point where good pedagogic practice would be generated, piloted, evaluated and shared, which in turn would raise the profile of education as a valid source of scholarship. The CEL was initially started by Prof Roach in order to raise the profile of educational development, innovation, evaluation and research as academic endeavour of equal value to subject based research activity and outputs. Following the excellent outcome of the QAA Institutional Review, it was important for the University to keep improving, enhancing the student experience and supporting pedagogy. Prof Thomas took on leadership in September 2013
- 5.3 The key themes of the CEL were:
- Technology Enhanced Learning (TEL) (led by Dr Gelareh Roushan)
  - Employability, work-based learning and professional practice (led by Kelly Goodwin)
  - Globalisation, internationalisation and sustainability - Dr Sasha Dominik Bachmann had recently been appointed to this role and would start on 1 July 2014
  - Innovation, entrepreneurship and creativity (led by Dawn Morley)
  - Student engagement and co-creation (led by Dr Anita Diaz)
  - Research informed education – Dr Jonathan Williams had recently been appointed to this role and will start on 1 March 2014
- 5.4 In order to take the initiatives forward, a number of external visits had taken place to build networks with other Higher Education Institutions. It was noted that Educational Development and Quality (EDQ) documentation had been revised to recognise and include the key CEL themes explicitly in programme reviews.

- 5.5 A launch date for CEL is planned for 4 April 2014 and a number of initiatives will be included, for example, BU teaching and learning fellowships, fusion funded projects and a new academic career pathway in education. In order to make CEL beneficial to BU, it was important to start integration throughout the University and to receive engagement from across the academic community.
- 5.6 Dr Roushan reported that she has been leading the TEL Strategy Forum and this was gaining momentum. Kelly Goodwin has been bringing together a community of practice around employability and she shared her progress. Following discussion, it was agreed that BU should lead the way in experimentation in pedagogy, and the CEL would provide the ideal opportunity to experiment.
- 5.7 Mr Jukes questioned whether the CEL would become the new home for the PGCert and opportunities for HEA fellowship, and whether BU would wish to revive PGCert supervision within the Graduate School, as it had felt slightly distanced from the rest of the academic community being situated in EDQ. It was agreed that the PGCert should align with CEL, but that the supervision preparation was probably best placed in the Graduate School.
- 5.8 Following discussion regarding the links between CEL and CEMP, it was agreed that the two projects would remain separate but continue to work closely together.
- 5.9 A CEL facilitated day was due to take place within the School of Health & Social Care at the beginning of March 2014 and it was hoped other Schools would consider similar events in future. As communication was agreed as an area for improvement to assist with engagement from staff, Prof Thomas proposed the introduction of a CEL blog on the staff intranet and highlighted the CEL microsite under construction.
- 5.10 Dr Bobeva suggested that it was important that BU learns from students and works with students by possibly engaging with them on projects to understand how best they learn. Mr Simpson suggested that students could be set tasks to examine how to creatively use technology, to see what students value, and to present their findings the CEL Team. This initiative would encourage greater all round involvement.

## **6. OTHER REPORTS**

### **6.1 New Award Proposal: Foundation Degree in Engineering (FdEng)**

Following recommendation by the Academic Standards Committee on 13 February 2014, Dr Humphries-Smith was seeking approval from Senate to introduce a new BU Foundation Degree award title (FdEng), which would be added to the list of awards which could be conferred by the University.

Using the Eng abbreviation within a course title was recognised as an indicator that the qualification was accredited by the Engineering Council through an associated Institute. As the current FdSc Engineering programmes were accredited through the Institute of Engineering Designers and progression was onto the MEng Engineering Programme, it would be sensible for the programmes to become FdEng.

**Approved:** Senate approved the introduction of the new BU Foundation Degree award title (FdEng).

### **6.2 BU QAA Action Plan**

Ms Mack introduced the QAA Action Plan which included areas of good practice which BU would need to respond formally as part of the QAA Institutional Review process. The QAA Action Plan would be updated annually and had been published on the BU website. Senators were requested send updates to the Action Plan to Ms Symonds or Ms Finnes. The first formal review would take place in July 2013 and be presented to the Academic Standards Committee in September 2014.

**Noted:** Senate noted the BU QAA Action Plan.

### 6.3 Annual Review of Standard Assessment Regulations

Ms Mack introduced the 6A – *Standard Assessment Regulations for taught awards*. The regulations had been agreed by the Academic Standards Committee on 13 February 2014 and three recommendations were presented to Senate for approval.

**Approved:** Senate approved the inclusion of reference to Pass/Fail assessments in 6A – *Standard Assessment Regulations* (all awards).

**Approved:** Senate approved the inclusion of reference to the completion of placements as a progression requirement for postgraduate programmes in 6A – *Standard Assessment Regulations* (postgraduate awards).

**Approved:** Senate approved the inclusion of reference to the completion of placements as an award requirement in 6A – *Standard Assessment Regulations* (all awards).

### 6.4 Fair Access Agreements 2015/16

6.4.1 Ms Pichlmann provided an overview of the paper and confirmed that the 2014/15 guidance note had been received from OFFA. The main changes related to the bursary package and gave clear guidance on HEI's work with regards to outreach student support. Although guidance had been less specific than other years, this would give BU the opportunity to be more strategic.

6.4.2 The key principles of the Fair Access Agreement would be reviewed and approved by the Fair Access Management Group and the University Leadership Team. Due to the late changes to the timeline for submission, it was not possible for Senate to review and approve the Agreement at a Senate meeting, therefore it was proposed that Senate delegate authority to the Chair to approve it on their behalf.

**Approved:** Senate delegated authority to the Chair to approve the Fair Access Agreement 2015/16 via Chair's Action.

### 6.5 Research Ethics Restructure Implementation Plan

6.5.1 Prof Fletcher introduced the paper which informed Senate of the research ethics restructure implementation. The restructure would be fully implemented on 28 February 2014 and included the formation of two Research Ethics Panels which would meet to review ethics applications on behalf of the University Research Ethics Committee. The University could now be confident that research projects identified as higher than minimal risk would receive a thorough review from a Panel rather than relying solely on an individual research supervisor.

6.5.2 A discussion took place regarding the duration of the Ethics Panel membership, which stated membership would be no less than one year and no more than three years. Concern was raised that all members could theoretically stand down at the same time.

6.5.3 It was noted that within Section 3.2.2, some PGR students were staff members and the process for staff members was different from PGR students, therefore this difference would be clarified within the document.

<b>ACTION:</b> Prof Fletcher would provide clarification within Section 3.2.2 to show the different processes for staff members and PGR students.
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<b>ACTION BY:</b> Prof J Fletcher
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**Noted:** Senate noted the Research Ethics Restructure Implementation Plan.

**7. ROUTINE COMMITTEE BUSINESS**

**7.1 University Research Ethics Committee Terms of Reference**

**Approved:** Senate approved the University Research Ethics Committee Terms of Reference, subject to further consideration of the issues raised at 6.5 above (membership terms of office).

**7.2 Education & Student Experience Committee, 21 January 2014 (unconfirmed)**

The minutes were noted.

**7.3 University Research Ethics Committee, 2 December 2013 (unconfirmed)**

The minutes were noted.

**7.4 School of Health & Social Care, School Academic Board, 6 February 2014 (unconfirmed)**

The minutes were noted.

**7.5 Media School, School Academic Board, 5 February 2014 (unconfirmed)**

The minutes were noted.

**8. ANY OTHER BUSINESS**

8.1 None.

**9. DATE OF NEXT MEETING:**

**Electronic Senate** – 9.00am, Wednesday 14 May 2014

**Live meeting** – 2.15pm, Wednesday 4 June 2014