



The
University
Of
Sheffield.

University
Secretary's
Office.

Minutes Meeting of the Senate

Date: 20 June 2018

Present: The President & Vice-Chancellor in the Chair for Item 1, with the Provost & Deputy Vice-Chancellor in the Chair for Items 2 - 24
Ms S Allen, Dr R Archer, Mr M Ashman, Professor K Ayscough, Professor M Bateman, Professor P Bath, Mr C Blackmore, Professor G Brown, Professor C Buck, Professor T Burke, Professor H Campbell, Dr C Conway, Professor P Cowell, Professor P Crowther, Dr J Dickinson, Professor H Dobson, Professor S Fitzmaurice, Professor B Gibson, Miss S Gopalakrishnan, Professor J Grasby, Professor T Hervey, Professor A Hindmoor, Dr E Hock, Professor D Hornby, Professor M J Hounslow, Mr J Huddleston, Professor R F W Jackson, Ms C Jones, Professor M Kinsey, Dr N Latimer, Professor L Maltby, Mrs J Marriott, Mr K Maxwell, Dr R McKay, Ms C McKeown, Mr S McMillan, Mr S Mohamed, Professor R K Moore, Dr T Moore, Professor W Morgan, Ms M Nolan, Dr S D North, Professor A Pacey, Miss E Packham, Dr S Paisley, Dr A Patrick, Professor D Petley, Professor S Pitts, Mr M Rapier, Professor D Robinson, Dr E Simpson, Mr R Simpson, Professor M Siva-Jothy, Ms R Staves, Dr C Stokes, Professor B Stone, Professor P Styring, Mrs N Talbot, Professor M Vincent, Professor G Waller, Mr R Ward, Professor C Watkins, Mr D Whittaker, Professor N Williams, Professor S Winder, Professor M Winter, Professor P Wright.

Secretary: Dr T Strike

In attendance: Mrs R Arnold, Mrs R Barker, Ms R Bechu, Mr M Borland, Dr M Butler, Mr N Button, Mrs K Clements, Ms A Crump Raiswell, Ms L Jones, Ms K Swindells, Mr D Swinn, Mr A Tarplett, Ms A Tayyab.

Apologies: The Senate received apologies from 31 members.

WELCOME

The President & Vice-Chancellor welcomed members to the meeting and the Student Officers-elect, who were attending as observers.

DEATHS

The Senate noted with regret the following deaths, which had occurred since the last meeting:

Professor David Fenton, a member of staff within the Department of Chemistry from 1973 to 2003. Aged 77.

Xi Chen, current postgraduate student in the School of East Asian Studies. Aged 26.

Professor Christopher Spencer, a member of staff within the Department of Psychology from 1968 to 2008. Aged 75.

Members stood in memory.

1. VICE-CHANCELLOR'S PRESENTATION AND REPORT

The President & Vice-Chancellor (P&VC) presented the report, including:

- (a) Augur Review: The Augur Review of Higher Education was looking at the overarching funding context for higher education. It appeared that a reduction in the maximum tuition fee for home undergraduate students was likely to be one outcome of the review.
- (b) Select Committee Reports: The House of Lords Economic Affairs Committee and the House of Commons Public Accounts Committee had both recently produced reports which were critical of the current approach to marketisation of the sector.
- (c) International student visas: The Home Office announced it had expanded the list of countries from which students would have a streamlined visa application process. The additional 11 countries, included China, but did not include India, which had caused significant concern in India and amongst staff.
- (d) Brexit: There remained questions regarding EU staff and EU funded projects post Brexit.
- (e) Reflections: The P&VC concluded his final report to Senate with personal reflections on changes in academic life and on his ten years at the University of Sheffield, including his own entry into Higher Education, what drew him to Sheffield, the highlights, and issues for the future.

The Provost and Deputy Vice Chancellor (P&DVC) and Students' Union International Officer gave a vote of thanks to the P&VC.

The P&DVC highlighted the following: Sir Keith had spoken positively about Sheffield as a civic university; students and staff valued Sir Keith speaking nationally on the public benefit of higher education; the thought leadership Sir Keith provided to the sector had been valued; the vision to recognise the potential of the AMRC and the opportunity degree apprenticeships could provide; Sir Keith's vision regarding China and the strengthened relationships that have been developed. The P&DVC concluded by thanking Sir Keith for his work and his vision of what a university can and should be, and gave Sir Keith her best wishes for the future.

The Students' Union International Officer highlighted Sir Keith's work around the world and in relation to the #WeAreInternational campaign then presented a #WeAreInternational video.

2. MINUTES OF THE MEETING HELD ON 21 MARCH

The Minutes of the meeting held on 21 March 2018, having been circulated, were approved as an accurate record.

3. MATTERS ARISING ON THE MINUTES

In relation to the University's application for Registration with the Office for Students (OfS), the application had been submitted by the due date. Requests for information or clarification from the OfS had been received and were being dealt with, pending hearing the outcome in July.

There were no other matters arising.

4. MATTERS REQUIRING APPROVAL

Senate received and noted a summary of the matters within the Reports from Committees of the Senate and Other Matters sections of the Agenda for which Senate's formal approval was sought.

5. SENATE EFFECTIVENESS REVIEW

Senate received a Report and presentation on the review. The 14 principles covering: remit and role; information and transparency; governance structure; size and composition; and engagement were approved. Senate endorsed the proposed immediate actions listed.

Senate considered proposed Terms of Reference for the Senate Academic Assurance Committee (SAAC). Attention was drawn to membership, which would include a member from each Faculty with the role of members to represent Senate, as opposed to their local constituency. The Terms of Reference were amended to provide greater clarity, with the references to 'ensuring' in section 1 replaced with 'assuring' and it was confirmed that there would be 12 members of the Committee in total. The membership of the Committee was amended so that the place for a Faculty Director of Learning & Teaching and the place for a Faculty Director of Research and Innovation could be filled someone who had previously held the role. The Students' Union would nominate three students to the Committee. It was clarified that the work of the Committee would apply to the whole institution, including the AMRC.

Members of Senate took part in an interactive presentation and provided electronic responses to a series of questions, which would be used to inform a consultation paper. The consultation paper would be circulated to Senate, its Committees, and more widely within the University to gather views and gauge support for any emergent or proposed changes, with the responses and any recommendations to be brought to October's Senate. The timescale for operation of the Senate Effectiveness Working Group would be extended so that it would conclude its work by reporting to the October Senate meeting.

6. COUNCIL AND SENATE TASK AND FINISH GROUP – ACADEMIC STANDARDS AND QUALITY

Senate received and noted the report, in particular the Council request regarding the content of an annual report from Senate to Council to enable Council to be assured that academic quality and standards and the student experience were being maintained and enhanced. This would enable Council to provide assurance to the regulator, in the form of the OfS.

7. INDUSTRIAL STRATEGY

Senate received a paper and endorsed the approach to maximising opportunities from the Industrial Strategy. Attention was drawn to the need to respond to the changing funding landscape. Government had identified the following Grand Challenges: artificial intelligence and the data revolution; clean growth; mobility; and aging society. The Industrial Strategy Challenge Fund (ISCF) is a competitive funding programme that will address themes related to these Grand Challenges. It was anticipated that a significant number of ISCF calls with short deadlines to respond would be announced imminently.

8. UPDATE ON PRESIDENT & VICE CHANCELLOR APPOINTMENT

Professor Mike Siva-Jothy provided a verbal report updating Senate on the joint Council and Senate appointment committee for the new P&VC, as one of the three Senate members on the Committee.

REPORTS FROM STATUTORY BODIES

9. REPORT ON THE PROCEEDINGS OF THE COUNCIL

(Meeting held on 16 April 2018)

Senate received and noted the Report on the Proceedings of the Council.

REPORTS FROM COMMITTEES OF THE SENATE

10. REPORT OF THE LEARNING AND TEACHING COMMITTEE

(Meetings held on 28 March and 24 May 2018)

Senate received the Report and approved the following:

- (a) Academic Representation: Senate approved a revised structure of Academic Representation.
- (b) General Regulations: Senate approved changes to the General Regulations regarding: regulations relating to the Library; Discipline Regulations and the accompanying Procedural Notes; degree calculation regulations for the School of Languages and Cultures (a replacement appendix 3.1.2 was tabled at the meeting); an update to the clause on Study for Other Degrees; Correction of an error in the clause of the General Regulations for Higher Degrees; two amendments to the Notes for Students on Tuition Fees; Inclusion of 4 new Integrated Studies programmes in the Regulations of the Degree of PhD with Integrated Studies.
- (c) New and significantly amended, suspended & discontinued Programmes: Senate approved new, significantly amended, and discontinued programmes, and title changes and new exit routes approved by Faculties between 31 January-09 May 2018.
- (d) Taught collaborative arrangements: Senate approved a new collaboration between the International Faculty and the New Bulgarian University (NBU) in Sofia, Bulgaria, for the joint delivery of four Dual Degrees.

The aspiration was to have the Academic Representation arrangements in place in all Faculties and Departments for 2018/19, but the challenge in achieving this was recognised and it may not be possible to have complete coverage.

11. REPORT OF THE RESEARCH AND INNOVATION COMMITTEE

(Meeting held on 14 May 2018)

Senate received and approved the Report, including revised Terms of Reference of the Committee. Attention was drawn to the process of establishing University Research Institutes and this would be reported to Senate in the Autumn. A requirement, introduced by the Research Councils, for PGR students to submit their thesis during the funded period was discussed. Attention was drawn to a set of principles the Doctoral Academy had proposed for determining the length of PhD funding. Transparency in what was offered to potential students was important.

12. REPORT OF THE RESEARCH ETHICS COMMITTEE

(Meeting held on 16 May 2018)

Senate approved new versions of eight sections of the Ethics Policy Governing Research Involving Human Participants, Personal Data and Human Tissue (Ethics Policy) in line with the General Data Protection Regulation (GDPR). Attention was drawn to: actions in relation to GDPR; communications with students; evaluation of the impact of the revised Ethics Policy; feedback from ethics reviewer workshops; a funding opportunity; and changes to the Committee's membership.

13. REPORT OF THE SENATE BUDGET COMMITTEE

(Meeting held on 7 June 2018)

Senate received and approved the Report, including the Committee had received: an update on the Review of the University's Financial Model; an update on the Finance Review; the Quarterly Financial Results.

14. REPORT OF THE SENATE NOMINATIONS COMMITTEE

(Meeting held on 1 June 2018)

Senate received and approved the report, including approval of the appointment and reappointment of Senate representatives on University committees. It was clarified that recommendation b) in relation to the Research Ethics Committee should have read "that Dr Richard Cooper (SchARR) be re-appointed for the period 2018-21."

REPORTS FROM JOINT COMMITTEES OF THE SENATE AND COUNCIL

15. REPORT OF THE HONORARY DEGREES COMMITTEE

(Meeting held on 8 March 2018)

Senate received and noted the Report of the Honorary Degrees Committee.

REPORTS FROM COMMITTEES OF THE COUNCIL

16. REPORT OF THE ESTATES COMMITTEE

(Meeting held on 26 March 2018)

Senate received and noted the Report of the Estates Committee.

17. REPORT OF THE FINANCE COMMITTEE

(Meetings held on 19 January, 19 February and 15 March 2018)

Senate received and noted the Report of the Finance Committee.

18. REPORT OF THE HEALTH AND SAFETY COMMITTEE

(Meeting held on 13 February 2018)

Senate received and noted the Report of the Health and Safety Committee.

19. REPORT OF THE HUMAN RESOURCES COMMITTEE

(Meeting held on 21 March 2018)

Senate received and noted the Report of the Human Resources Committee.

OTHER MATTERS

20. ANNUAL REPORT OF THE MILITARY EDUCATION COMMITTEE

Senate received and approved the Annual Report of the Military Education Committee.

21. QUARTERLY FINANCIAL RESULTS SUMMARY

Senate received and noted the financial results for the quarter ending 30 April 2018.

22. REPORT ON ACTION TAKEN

A Report on action taken since the last meeting of the Senate was received and noted.

23. MAJOR RESEARCH GRANTS AND CONTRACTS

A Report listing major research grants and contracts awarded since the last meeting of the Senate was received and noted.

24. ANY OTHER BUSINESS

The Provost and Deputy Vice-Chancellor thanked members of Senate for all their work during what had been a challenging year for the higher education sector and noted the achievements at the University in both teaching and research over the year. Those Senate members for whom this was their last Senate meeting, including retiring Heads of Department and the Students' Union Sabbatical Officers, were thanked.

These Minutes were confirmed at a meeting

held on 31 October 2018

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