



The
University
Of
Sheffield.

University
Secretary's
Office.

Minutes Meeting of the Senate

Date: 31 October 2018

Present: The Acting President & Vice-Chancellor in the Chair
Mr M Ashman, Professor K Ayscough, Mr C Baker, Professor P Bath, Ms R Bechu, Dr A Best, Mrs E Bingham, Professor C Brandist, Professor J Bray, Professor J Brazier, Professor G Brown, Professor C Buck, Professor T Burke, Dr N Cardinal, Mrs L Carlile, Dr C Conway, Professor P Cowell, Ms A Crump Raiswell, Professor H Dobson, Dr H Fairbrother, Professor S Fitzmaurice, Dr J Foster, Professor A Gartland, Professor B Gibson, Dr P Gould, Dr J Grady, Professor J Harrison, Professor J Haycock, Professor A Hindmoor, Mrs A Horn, Professor R Horn, Professor M J Hounslow, Professor R F W Jackson, Ms H Johnstone, Ms L Jones, Ms N Jones, Dr A Jowett, Dr S Keegan-Phipps, Professor M Kinsey, Dr W Kitchen, Dr D Lee, Mrs A Little, Professor L Maltby, Dr S Marsh, Mrs F Mason, Professor N Monk, Professor R K Moore, Professor W Morgan, Dr S D North, Mrs Z Ollerenshaw, Miss E Packham, Professor D Petley, Dr S Pollington, Dr S Pukallus, Mr M Rapier, Professor D Robinson, Mr R Simpson, Professor N Sims, Dr C Stokes, Ms K Swindells, Mr R Sykes, Mrs N Talbot, Ms A Tayyab, Mrs L Thorp, Professor M Vincent, Professor G Waller, Mr R Ward, Dr L Warren, Professor N Williams, Professor E A Wood, Professor P Wright.

Secretary: Dr T Strike

In attendance: Mrs R Arnold, Mr M Borland, Mrs K Clements, Mrs H Dingle, Mr A Dodman, Mr D Swinn, Mr L Wild, Mr I D Wright.

Apologies: The Senate received apologies from 18 members.

WELCOME

The Acting President & Vice-Chancellor welcomed members to the first meeting of the Senate in 2018-19, including new Heads of Departments, elected members and the Students' Union Sabbatical officers.

DEATHS

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

William Chapman, current undergraduate student in the Department of Chemistry. Aged 20.

Mr Trevor Cuming, a member of staff within Estates and Facilities Management from 2004 to 2013. Aged 68.

Mrs Michelle Daly, a member of staff in Registry Services from 1999 to 2005. Aged 59.

Miss Penny Draper, a member of staff in the Academic Secretary's Office from 1969 to 1996. Aged 72.

Professor John Graham Merrills, Emeritus Professor and former Dean of the Faculty of Law (now the School of Law), and a member of staff from 1964 to 2007. Aged 76.

Cerys O'Boyle, current postgraduate student in the Department of History. Aged 21.

Reverend Professor John Rogerson, Emeritus Professor and former Head of Department within the Department of Biblical Studies, and a member of staff from 1979 to 1996.

Members stood in memory.

1. ACTING VICE-CHANCELLOR'S PRESENTATION AND REPORT

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

- (a) Brexit: Government had extended its commitment made on Horizon 2020 funding & Erasmus+ programmes until 2020 even in the event of a no deal Brexit. Non-UK EU students entering higher education in 2019/20 would be treated as Home students. The University was undertaking contingency planning regarding a no deal Brexit.
- (b) Review of Post 18 Education and Funding: The independent Panel, chaired by Philip Augar was now anticipated to publish an interim report by the end of 2018. The timescale was linked to a decision from the Office for National Statistics (ONS) on how student loans should be treated in the public accounts, which was expected in December 2018. The outcome of the full Review is scheduled to be spring 2019.
- (c) Office for Students (OfS): The OfS is consulting on its new approach to access and participation with a focus on the student lifecycle where progression and attainment are likely to be considered as important as access.
- (d) Mental Health: Universities Minister, Sam Gyimah, had written to all Vice-Chancellors requesting that they prioritise mental health. The University could respond positively to the request given its recent work, including work with the Students' Union.
- (e) National Budget: The Chancellor announced £1.6bn for science and innovation, but this did not represent new money as it was part of £7bn extra research and development funding previously committed. However, the announcement did contain details of how this would be spent, including areas which align with Sheffield's research strengths.
- (f) Education and Student Experience: Regarding student recruitment, home undergraduate application levels had exceeded the sector average and there had been a further improvement in quality. In relation to the Teaching Excellence and Student Outcomes Framework (TEF), Government had published its response to the consultation and a combination of the two TEF models initially proposed would be used which included both a provider-level assessment and a subject-level assessment.
- (g) Research and its Impact: The REF annual stock-take exercise had been completed and action plans agreed with Departments and Faculties. Jake Berry MP, Northern Powerhouse Minister, recently opened three new advanced engineering research centres in Sheffield.

- (h) The Power of People: The final pay offer of 2% had been implemented with effect from 1 August 2018. A BAME Strategy would shortly be launched. The staff survey was open and staff were encouraged to respond.

2. MINUTES OF THE MEETING HELD ON 20 JUNE

The Minutes of the meeting held on 20 June 2018, having been circulated, were approved as an accurate record, subject to correction of a typographical error.

3. MATTERS ARISING ON THE MINUTES

There were no 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 – CONSULTATION RESPONSES

Senate received a Report and presentation, and approved the recommendation that the University Secretary, in consultation with the President and Vice-Chancellor, brings forward to the Senate proposed revisions to Regulation IX: The Senate, Section 2., Composition of the Senate, which:

- Reduces the overall size of Senate,
- Maintains a balance of elected and ex-officio members,
- Introduces constituencies to the elected category, to reflect Faculty and Grade,
- Revises the eligibility for election, to include Grade 7.

Attention was drawn to: the scope of the review; the engagement of Senate members through a questionnaire, focus groups, an interactive discussion at Senate, and final consultation; and the key principles and recommendations. During discussion it was confirmed that the Review Group had considered the issue of the most appropriate day and timings of Senate meetings. Ways of monitoring the effectiveness of Senate would include looking at the proportion of members who attended Senate meetings and how much engagement there was from members during the meeting. The Task and Finish Group were thanked for their work.

6. UNIVERSITY RESEARCH INSTITUTES

Senate received and approved the award of University Research Institute (URI) status to the following four proposed Institutes in this first wave of the process, provisionally named:

- The University of Sheffield Research Institute for Energy
- The University of Sheffield Research Institute for Healthy Lifespan
- The University of Sheffield Research Institute for Neuroscience
- The University of Sheffield Research Institute for Sustainable Food

Attention was drawn to the process to arrive at the recommendations. 29 Expressions of Interest had been received with 8 full bids submitted which were assessed by a Panel in July. The formal launch of the URIs would be in early 2019. Ways to support the 4 unsuccessful full bids to take their ideas forward would be explored. Proposals regarding tiers 2 and 3 of non-departmental research units, namely University Strategic Research Centres and Research Centres, would be

brought back to a future Senate. The second wave of URI proposals was anticipated to be brought to Senate in October 2019.

REPORTS FROM STATUTORY BODIES

7. REPORT ON THE PROCEEDINGS OF THE COUNCIL

(Meeting held on 9 July 2018)

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

REPORTS FROM COMMITTEES OF THE SENATE

8. REPORT OF THE LEARNING AND TEACHING COMMITTEE

(Meeting held on 4 July 2018)

Senate received the Report and approved the following:

- (a) Student Support: Senate approved updated Terms of Reference for the Student Support Committee and the Student Support Strategy.
- (b) 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 10 May-27 June 2018.

Attention was drawn to ongoing work in relation to Programme Level Approach (PLA) and requests to departments in relation to TEF.

9. REPORT OF THE RESEARCH ETHICS COMMITTEE

(Meeting held on 12 September 2018)

Senate approved a new version of Ethics Policy Note no. 7: Administrative research within the University and a new version of the Committee's Terms of Reference to better reflect current practice. Attention was drawn to recent breaches of the Ethics Policy, a revised guidance paper regarding research involving adults who lacked the capacity to consent, position statement on ethically reviewing external research, a funding opportunity, and membership changes.

10. REPORT OF THE SENATE ACADEMIC ASSURANCE COMMITTEE

(Meeting held on 16 October 2018)

Senate approved the Annual Academic Assurance Report, for submission to November Council, subject to correcting the colour coding in table 3 in section 3.6.5. Senate noted the themes this new Committee would focus on in 2018/19:

- External examiners across all student groups, including their role and how the University uses the information they provide,
- Grade inflation, specifically the position by Faculty and by Department
- Professional accreditation, including which courses have it, which no longer have it, and which never sought it.

Attention was drawn to the Committee's role to provide oversight and assurance to Senate, and the Committee would not undertake quality assurance work itself. In future years the SAAC expected to have a more active role in producing the Annual Academic Assurance Report and would look to provide a full report to Senate with a summary report provided to Council. There were two vacancies in the category of members elected by Senate and a member from the Faculty of Medicine, Dentistry and Health would be particularly welcome, given the current makeup of the Committee.

11. REPORT OF THE SENATE BUDGET COMMITTEE

(Meetings held on 19 July 2018 and 9 October 2018)

Senate received and approved the Report, including the 2018/19 Budget Pack and a Recruitment Update. Attention was drawn to the Minute of the Chair of SBC's meeting with UEB and that SBC's role was to be an advocate for financial literacy, rather than undertake financial literacy work itself. The minutes of SBC's meeting with the Provost and Deputy Vice-Chancellor had been published on the Committee's website. The call for nominations for a vacant position on the Committee would close on 1 November.

REPORTS FROM COMMITTEES OF THE COUNCIL

12. REPORT OF THE FINANCE COMMITTEE

(Meetings held on 10 May 2018 and 25 June 2018)

Senate received and noted the Report of the Finance Committee.

13. REPORT OF THE HUMAN RESOURCES COMMITTEE

(Meeting held on 13 June 2018)

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

OTHER MATTERS

14. DRAFT FINANCIAL RESULTS FOR 2017-18

A report summarising the Draft Financial Results for the twelve months ended 31 July 2018 was received and noted.

15. REPORT ON ACTION TAKEN

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

16. 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.

These Minutes were confirmed at a meeting

held on 12 December 2018

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