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## LIVERPOOL HOPE UNIVERSITY

### SENATE: 20<sup>th</sup> March 2020

**PRESENT:** Professor G Pillay (in the Chair), Professor K Newport (Vice-Chair), Associate Professor F Amirabdollahian, Associate Professor P Bamber, Mr M Baxendale, Mr M Beecroft, Ms S Beecroft, Dr J Bennett, Dr C Boyle, Associate Professor M Brennan, Ms J Burgess, Ms C Cairns, Mr A Catterall, Dr S Corbett, Associate Professor G Cuthbertson, Professor S Davismoon, Professor N Donnelly, Mr J Ellison, Professor N Ferguson, Dr S Harrop, Ms C Harvey, Dr P Haughan, Mr M Hill, Dr J Hogan, Rev Professor D Jeyaraj, Ms S Kelly, Associate Professor S Kelly, Professor O Khaiyat, Professor M Lavalette, Professor G Mair, Ms Z Marshall, Mr S Massie, Associate Professor P McGrail, Mr I McKenna, Dr D Merryweather, Dr D Moloney, Ms S Murray, Professor A Nagar, Professor G Paramei, Ms M Pearson, Associate Professor C Penketh, Professor S Piasecki, Mr H Rashid, Associate Professor D Reid, Mr B Ricketts, Rev P Rooney, Associate Professor C Wakefield, Dr C Walsh, (48 Members)

Mr D Dykins (Secretary and Minutes)

By Invitation: Ms L Gittins

**APOLOGIES:** Ms E Best, Dr W Bignold, Professor D Bolt, Professor David Fleming, Mr D Frost

This meeting of Senate was conducted as a virtual meeting owing to COVID-19 extraordinary measures.

#### **1. Minutes of the previous meeting**

The minutes of the meeting of Senate held on 13th November 2020 were **APPROVED** as a correct record.

#### **2. Matters arising**

All matters arising were covered in the main agenda.

#### **3. Vice-Chair's Business**

##### **(i) Vice-Chair's Report**

The Chair invited the Vice-Chair, Professor Newport, to report on management decisions taken between meetings of Senate.

##### **Appointments**

Professor Newport reported that the following appointments had been made:

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- Dr Janet Speak as Honorary Fellow in Research
- Dr Andualem Maereg as Honorary Research Fellow in the School of Mathematics, Computer Science and Engineering

## Open House Events for 2019/20

These were scheduled for Friday 3rd April 2020 and Saturday 25th April 2020. However, given recent events these will not go ahead in their usual format. More details will be made available shortly.

## Partnerships

Professor Newport reported that partnerships with the following organisations had been approved to progress:

- Spurgeon's College
- Christ the Redeemer College
- ForMission College
- Mirfield College
- TELLAL

## Accreditations

Professor Newport reported that since the last Senate meeting:

- The British Computer Society had visited on 26th February 2020 for the final decision on the University's application; Accreditation has been confirmed from Sept 2020 (subject to conditions)
- The Association for Nutrition accreditation passed its 5-year renewal without any conditions or recommendations

## (ii) Committees Structure

Members had received the proposed Committees Structure, which gave an overview of the Schools structure and how the various committees would sit within that structure. Professor Newport explained that the structure aimed to improve interdisciplinary work, and work within cognate disciplines. Heads of Schools were being given responsibility for the running of their School in as devolved a fashion as possible. Professor Jeyaraj noted that some areas were still functioning as Departments. The Vice Chancellor said that both the size and complexities of a particular discipline had to be taken into account which meant that both Geography & Environmental Science and Psychology would remain for the time being as Departments. Professor Donnelly noted that the role of Head of School brought its own challenges and requested that consideration for training for Heads be made. The Vice Chancellor said that Professor Newport was already working with Dr Bamber in Education, and further training in leadership would be made available using external training providers. The Vice Chancellor stressed the need to consider disciplines less as a siloed team, but more as an interdisciplinary group.

Senate **APPROVED** the Committees Structure.

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## 4. Secretary's Business: Academic Calendars

Members had received for information the Principles and Structure for Academic Calendars to 2026, and the draft 2020-21 Academic Calendars based on these. Given the current situation with COVID-19, it was agreed that these would have to be revisited once more was known about how long restrictions on movements would last. One suggestion was that an additional two weeks prior to the start of Term 1 could be utilised for additional learning opportunities. Residential accommodation charges were also currently being reviewed for Term 3.

## 5. COVID-19

Members discussed how they were quickly responding to working remotely, in light of government advice on working from home. Although the shift was initially challenging for all Schools, academics had worked hard and nimbly to ensure that learning opportunities could continue remotely where possible. Certain practical areas would be more challenging, particularly for final year students, and it was clear that such areas may have to consider delaying final exhibitions etc. Deadlines for submission of PGT and MRes students (including international students) would be as flexible as required.

Dr Haughan reported that the concerns over student loans should be allayed, and that payments should continue as normal. Already, most conditional offers had been made unconditional. Ms Harvey said that a change to how students register may be needed. Mr Rooney said that a small number of field trips may have to be rescheduled so these are dealt with as soon as possible, and that frontloading for students progressing from levels I and C to cover material missed this year will be needed. It was noted that although effectively three months of face-to-face teaching was being lost, other learning opportunities would be covered in the SAM. Professor Newport said that there was an ongoing discussion as to how sessions would be now be counted towards the SAM.

The Chair thanked all academics for the effort they were putting in to ensuring that students could get as much work done remotely as possible.

## Committee Reports

### 6. Research Committee

Members had received for information the minutes of the meeting of Research Committee held on 12<sup>th</sup> February 2020. Professor Nagar said that outputs should be passed on to Ms Creaney who had been seconded to help in this element of the REF. The Committee had also made recommendations on the maximum completion period for research degree programmes and the TRE process. These would be covered under Registrar's Business (see item 7iv).

### 7. Joint Academic and Learning & Teaching Committees

#### (i) Minutes of 19<sup>th</sup> February 2020

Members had received the minutes of the Joint Academic and Learning & Teaching Committee held on 19<sup>th</sup> February 2020 which were presented by the Chair, Dr Haughan. She advised that the lecture capture facility was still developing and would be revisited as soon as possible. She also highlighted the steady increase in

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Advance HE membership over the last five years, rising from 41% to 72%. She advised that work on the University's action plan in relation to Access and Participation was progressing well through the Access and Participation Plan Implementation Group. Dr Haughan also confirmed that the University had complied with the OfS directive with regard to facilitating electoral registration for students.

Dr Haughan noted that current priorities due to the COVID-19 situation included working on amendments to the operation of exam boards and how to manage mitigating circumstances. She proposed that we should show more flexibility in relation to mitigating circumstances conventions in order to introduce a simple system for approving deferral of assessment.

Senate **APPROVED** the proposal to show increased flexibility in relation to deferral of assessment.

(ii) Externals Examiner Approvals

Dr Haughan highlighted the recommendations for external examiners.

Senate **APPROVED** the external examiner appointments, extensions and reallocations of duty, as detailed in Appendix 1.

(iii) Curriculum Matters

There were a number of new course proposals, changes to degree and award titles, and withdrawals and suspension.

Senate **APPROVED** all new course proposals, changes to degree and award titles, and withdrawals and suspension, as detailed in Appendix 2.

(iv) Registrar's Update

Members had received the update which detailed amendments to regulations governing postgraduate taught and integrated masters courses. Dr Walsh highlighted the structure of the supplementary examinations which she said would be in two parts and offer students taking this the opportunity to reach minimum thresholds. She also noted that the method for determining undergraduate degree outcomes for students with APL of 120 or 240 credits was now documented. Expected durations for research awards were suggested to avoid such awards having no upper limit on time.

In 2018/19, Senate had approved a set of new borderline rules to be used with the existing dual algorithm system. In 2018/9 student outcomes were tested using both the new and existing borderline rules; no student was disadvantaged. Therefore, and in line with QAA expectations that HEIs move towards a simpler method for calculating student outcomes, it was recommended that the University move to using the "new" borderline rules alongside the dual algorithms. The existing borderline rules, predating 2018/9 should be retired.

Senate **APPROVED** all the recommendation in the Registrar's Update.

(v) Student Transfer Policy

Members had received the newly introduced Student Transfer Policy. Dr Walsh explained that the document was a requirement from the OfS and documented

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existing practice within the University.

Senate **APPROVED** all the Student Transfer Policy.

### **8. Chair's Business**

It was noted that Zoom software was already being widely used both for staff communication and meetings, but more importantly for delivering learning to students. The University has purchased licences and Learning & Teaching had already given guidance on the best use of the facility. The Chair thanked all those concerned for the concerted effort that had been made in quickly adapting to remote working, and in particular thanked Mr Aldridge for the key part he has played in this.

On performance reviews, Dr Penketh said that Heads of Subjects and Schools were discussing the process as peer review of colleagues would not be possible for the foreseeable future. However, Heads were looking at best practice on new methods of delivering sessions.

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## Appendix 1

### Appointment of External Examiners

<b>Subject</b>	<b>Name</b>	<b>Institution</b>	<b>Commence</b>	<b>Comments</b>
FY Music, Visual Arts and Performance	*Mr John Lansley	West Cheshire College	November 2019	RECOMMENDED FOR APPROVAL
MAs: Education; International Education; Professional Practice (MA/MEd); Interdisciplinary	Dr Cathal Butler	University of Bedfordshire	June 2020	RECOMMENDED FOR APPROVAL
BA Design	Mr Jonathan Carson	UAL	September 2020	RECOMMENDED FOR APPROVAL
BA Drama (Major) and Drama and Theatre (Single)	Dr Kay Hepplewhite	University of Northumbria	October 2020	RECOMMENDED FOR APPROVAL
MA Early Childhood and Developmental Psychology (incl Interdisciplinary strands)	Dr Mary Dyer	University of Huddersfield	February 2020	RECOMMENDED FOR APPROVAL

<b>Subject</b>	<b>Name</b>	<b>Nature of Request</b>
BA Sociology	Professor Gayle Letherby	<i>Reallocation of Duties to 2022</i>

*\*Approved via Chair's Action between meetings*

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## Appendix 2

### Curriculum Matters

#### New course proposals for September 2020

- BSc Applied Biomedical Health
- BA Early Education with QTS (Years 3-7)
- Human Biology Major. All are for delivery in September 2020.

The BA (SH) Leadership & Management to be introduced in September 2021 at both the Network of Hope and the University rather than September 2020

#### Degree/Award Titles

- BA Disability Studies in Education to be renamed BA Special Educational Needs and Disability Studies (Single Honours)

Integrated Masters awards:

- MHum (Master of Humanities)
- MSocSci (Master of Social Sciences)
- MBus (Master of Business).

#### Withdrawals/Suspension

The following withdrawals have been approved by Rectorate Team for 2020/21 and will be reported to the OfS:

- PG Cert Composition
- PG Cert Electroacoustic Composition
- PGCert Musicology
- PGCert Performance
- MEd Christian Education & Leadership
- MA Police Leadership
- MA Education & English Language
- MA Creative Practice
- MA Film, Media and Society
- MA Beatles, Popular Music and Society
- MA International Education
- MA English Language
- LLM Law
- MA Christian Education and Leadership

The following suspensions have been approved by Rectorate Team for 2020/21:

- MA Education & English Literature
- MA Education & Music
- MA Strategic Leadership
- BA Single Hons CAPA: suspend recruitment for 2020/21
- BA Single Hons Design: suspend recruitment for 2020/21