

# CONFIRMED

## LIVERPOOL HOPE UNIVERSITY

### SENATE: 24<sup>th</sup> June 2020

**PRESENT:** Professor G Pillay (in the Chair), Professor K Newport (Vice-Chair), Associate Professor F Amirabdollahian, Dr M Baxendale, Mr M Beecroft, Ms S Beecroft, Dr J Bennett, Dr W Bignold, Professor D Bolt, 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 D Frost, 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, Mr H Rashid, Associate Professor D Reid, Rev P Rooney, Associate Professor C Wakefield, Dr C Walsh, (48 Members)

By Invitation: Ms L Gittins, Mr H Pearce, Mr O Smith

Mr D Dykins (Secretary and Minutes)

**APOLOGIES:** Associate Professor P Bamber, Mr B Ricketts, Ms E Best, Professor David Fleming, Ms S Wills

The Chair welcomed two of the new Students' Union Sabbatical Officers, Mr Harry Pearce, and Mr Ollie Smith. He also thanked the outgoing officers, Mr Haris Rashid and Ms Caitriona Cairns for their service to the Students' Union. It was noted that the title for Officers for 2020-21 would change slightly, with the President responsible for Education and one of the Vice Presidents responsible for Sport. The Chair also thanked Professor George Mair, who is retiring, for his service to the University.

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

The minutes of the meeting of Senate held on 20<sup>th</sup> March 2020 were **APPROVED** as a correct record.

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

All matters arising were covered in the main agenda.

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

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

Appointments

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Professor Newport reported that Professor Peter Giblin had been appointed as an Honorary Fellow for the School of Maths, Computer Science and Engineering.

## Covid-19

Professor Newport explained that a number of Senate Papers will be received during this meeting explaining how academic matters are being handled during the pandemic. He explained that since lockdown the University has put in place a number of planning groups which have been reporting regularly to the Vice Chancellor and the University Senior Executive Team. There are now four main planning groups: Staffing; Research & Labs; Estates & IT; and Teaching & Learning. There is also a monitoring group to ensure that coverage is comprehensive, and a Health & Safety group that oversees the Health & Safety aspect of the four main groups.

Dr Haughan added that the Staffing Working Group is monitoring risk assessments with Departments and individuals to ensure the workforce can return to work (where feasible) safely. The Estates & IT Working Group is reviewing such areas as accommodation (both residential and teaching), IT, corridor flow and ventilation. There are three models of academic delivery currently being prepared: online; face-to-face; and a hybrid of the two. The Learning & Teaching Group is focusing on Deep Learning in these scenarios to ensure that every student has an appropriate academic experience. The Group is also looking at the wider student experience, focusing on areas such as pre-arrival, induction and the social experience. The Health & Safety Group is overseeing all risk assessments. She said that the University's paramount concern is the safety of both staff and students.

## Structural Changes

In terms of the overall management of the University, The Rectorate is now defined as the University Senior Executive Team (USET), the Operational Leadership Team (OLT previously SMT) and the Academic Leadership Team (ALT previously HoDs).

## Open Days

- Friday 26th June- Virtual Open Day
- Saturday 4th July- Virtual Open Day
- Saturday 3rd October- Open Day
- Saturday 24th October- Open Day
- Saturday 21st November- Open Day
- Wednesday 9th December- Open Day

## Partnerships

Professor Newport gave an update on the following partnerships:

- Spurgeon's College: A validation event took place on Friday 22<sup>nd</sup> May and the legal agreement is currently being finalised to deliver the University's MMin course.
- TELLAL in the UAE: the current cohort is being taught out before the agreement finishes.

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- The University has entered into a partnership with Best Practice Network to deliver an International SENCO (iSSEN): this is a sub-contractual agreement which is currently being finalised.
- The partnership with Maryvale Institute will expire on 31<sup>st</sup> Aug 2020 and will not be renewed, though any existing students will be taught out.
- School Direct: all School Direct agreements are due for renewal on 1<sup>st</sup> September, though there have been delays due to the pandemic

## Accreditations

Professor Newport gave an update on the following accreditations:

- The British Computer Society: The full report was received on 7<sup>th</sup> May 2020 and the team are working to complete the conditions in the report by the deadline of 10<sup>th</sup> Aug 2020.
- The British Association of Sport Rehabilitators (BASRAT) and ESB accreditations were both awarded for one year and are both due for renewal in July 2020. The University is in touch with both accrediting bodies to ensure the accreditation is renewed.
- British Psychology Society: a new accreditation has been awarded for the newly introduced 4-year Integrated masters course “MPsych”.
- SpLD Assessment Standards Committee (SASC): Work is currently underway to gain accreditation with SASC. This accreditation would complement the suite of CPD courses accredited with NASENCo and the British Dyslexia Association

## Student Recruitment Related Matters

- PG Cert Online Courses: The Data Science & Security and Sport Management have been approved to run from September 2020. The PG Cert Educational Leadership & Management is already in its second week of delivery.

## 4. Secretary's Business

### (i) Committees of Senate – Proposed Terms of Reference 2020-21

Members had received the proposed terms of reference for Committees of Senate. It was noted that the Academic Committee was now combined with the Learning & Teaching Committee and this had been approved via the University Senior Executive Team.

Senate **APPROVED** the Terms of Reference for Committees of Senate

### (ii) School Committees – Proposed Terms of Reference 2020-21

Members had received the Terms of Reference for School Committees

Senate **APPROVED** the Terms of Reference for School Committees

### (iii) Calendar of Committees, other meetings and events 2020-21

Members had received the Calendar.

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Senate **APPROVED** the Calendar.

(iv) Senate nominations for University Council

Members had received the proposal document, which explained the requirement to recruit a member of academic staff to Council, nominated by Senate. Senators had been notified in May that, as Dr Bennett's final term of office would finish in August, a replacement would have to be found for him. There was only one nomination put forward, Ms Paula Raper.

Senate **APPROVED** the appointment to Council of Ms Raper for an initial term of three years.

(v) Equality and Diversity Policy and Objectives

Members had received the Equality and Diversity Policy and Objectives.

Senate **APPROVED** the Equality and Diversity Policy and Objectives.

## 5. Academic Calendar 2020-21

Members had received a proposed academic calendar structure for the next academic year, which was presented by Dr Haughan. She advised she had been looking at the general barriers created by the pandemic and how many of these had already been overcome by changes that had been implemented since March. For example, examinations had been replaced for Level C in order to reduce the burden on academic staff and this would remain for the foreseeable future.

The Chair explained that some universities had already informed their staff that, in order to manage delivery under Covid-19, sessions would need to be delivered to a split timetable which included weekend and evening teaching. However, the University is keen to avoid this and is proposing this different calendar which restructures the three currently imbalanced terms into eight-week blocks.

Dr Haughan said that the Advent Term (Term 1) was generally felt to be too long for both staff and students, so breaks had been introduced for Level C, the number of teaching weeks had been reduced to 8 for each UG level and the teaching weeks staggered for the UG Levels. This had the benefit of reducing the period when all UG students were on campus to three weeks in that term. An induction period had also been introduced for all Levels. This will be particularly important in introducing students to Covid-related arrangements. All activity now stopped a week earlier than previously in December. She noted that the structure of the Trinity Term (Term 3) did not work effectively for all subjects so assessments had been moved to enable more purpose to be given to those weeks. A number of "shoulder" weeks had been included at Level I, to better facilitate fieldwork etc. This should also help to accommodate students on combined honours courses better to avoid their missing academic material in their 'other' subject. She noted that the draft presented may need minor amendment going forward as the details of some placements/ PG courses was not yet available.

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Dr Haughan said that the main reason for the change was to manage the situation with Covid-19 but that the aim was to monitor this over the coming year to see whether the calendar would be viable with amendments for future years. Discussions on how the model would work with the Network were ongoing. Mr Ellison noted that the accommodation contracts may have to be reviewed.

Professor Lavalette expressed concern over the long-term impact on staff research time and felt that elements of the calendar might be difficult to rearrange given that many staff will be on leave over the summer. The Chair agreed but pointed out that there were still 24 weeks of teaching as before and no significant extension of the year (this avoided adding weeks to the student tenancy agreement). A member with responsibility for courses with non-statutory placements queried whether exceptions could be made as many placements for next year were already in place and may be difficult to renegotiate. Professor Davismoon said that the split calendar could make large ensemble work in music difficult to achieve. He also had concerns over the two-week break interrupting momentum for Level C students in the first term. Professor Ferguson said a member of staff teaching on all Levels may not get a suitable break from teaching. The Chair said that not overlapping three terms would in practice free up time for the few tutors who taught all three years in the same week. Suitable exceptions would be made based on actual examples but the general purpose to limit the population of campus in an ordered way because of the need for social distancing should not be undermined by exceptions.

The Chair advised that he would consult with unions on health and safety at every stage when the draft plans to reopen the campus are in place. He said that both UCEA and the Unions had agreed five tests with which the University agreed and these needed to be met in terms of returning to work in September.

Dr Bennett said he thought this was a well-designed and elegant solution, adding that the move to Moodle Plus meant a less cumbersome platform for students to navigate each term's material within the shorter terms. Students' Union representatives (both the incumbents and the incoming sabbatical officers who attended) unanimously supported the proposal as being beneficial to students and welcomed the revision breaks designed into the year. Dr Frost said that he felt the model would help to tackle Health & Safety issues in a very elegant way, adding that Colleges in the Network of Hope were looking at a similar solution on a smaller scale. He felt that the condensed terms could help to free up time for research.

The Senate **ADOPTED** the new teaching calendar with no objections.

It was noted that trips to Caerleon had been cancelled for the first semester and may be extended depending on how the pandemic is contained.

**Action:** Staff with concerns over placement periods in the calendar to contact Dr Haughan to discuss the detail of these requirements; and Dr Haughan to meet Heads of School Meeting as necessary.

### Committee Reports

#### 6. Research Committee

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Members had received for information the minutes of the meeting of Research Committee held on 4<sup>th</sup> June 2020. Professor Nagar advised that the new deadline is now 31<sup>st</sup> March 2021 for all three elements of the REF. Matters are scheduled to resume in full on 21<sup>st</sup> July 2020. The census date regarding academic staff status has not changed and there is an extended assessment date for output/impact to 31<sup>st</sup> Dec 2020. UKRI are monitoring the situation. The Chair queried whether the deadline for submission of outputs would be extended if publishers were delayed due to the pandemic. Professor Nagar said there would be flexibility in this area.

## 7. Joint Academic and Learning & Teaching Committee

(i) Minutes of Joint Academic and Learning & Teaching Committee held on 10<sup>th</sup> June 2020

Members had received the minutes of the Joint Academic and Learning & Teaching Committee held on 10<sup>th</sup> June 2020. Dr Haughan noted the course approvals, new courses and suspensions, and appointment/extension of external examiners. Professor Lavalette said that the BA Social Change course had already undergone a pre-co-design event which was very well attended with 25 potential partners; this mean target numbers could be increased. Dr Haughan noted that the UG Psychology award had been confirmed as a BA.

Senate **APPROVED** the minutes, including course approvals, new courses and suspensions, and the appointment and extension of external examiners.

(ii) Academic Decision Making

Members had received the Academic Decision Making paper which was devised to hep the University support the students through the lockdown period.

Senate **APPROVED** the decisions made as detailed in the Academic Decision Making document.

(iii) Degree Outcomes Statement

Members had received the Degree Outcomes Statement. Dr Walsh explained that this a new requirement but was not an OfS requirement. However, universities working together have agreed this approach. The statement gives details on such as how the University classifies its degrees, the classification profile, the algorithms used and their appropriacy, and the risks and challenges going forward. The Statement dovetails into the Access & Participation Plan and the Equality & Diversity objectives. Dr Frost said that this was a very useful statement for the Network of Hope, particularly as it evidenced stability over the years and clarified the performance of the Network.

Members **APPROVED** the Statement.

(iv) Emergency Regulations

Members had received the Emergency Regulations. Dr Walsh said this was a

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temporary measure, but would be available in future for any emergency situations that may arise. She drew attention to the management of PGR regulations. She said that these regulations were time-limited and that the University will have a transit and exit period for any emergency; for the current pandemic, a two- to three-year exit plan may be needed.

Members **APPROVED** the Emergency Regulations.

(v) **Registrar's Business: Summary of Amendments to the Universal Regulations**

Members had received the Summary of Amendments, which Dr Walsh explained were minor changes to clarify normal practice. This included the APEL policy, which had been altered slightly to avoid special case panels in certain cases.

Members **APPROVED** the Amendments.

(vi) **Revised Admissions Policy**

Members had received the revised Admissions Policy which had been amended to allow the introduction of online Postgraduate Certificates.

Members **APPROVED** the revised Admissions Policy.

(vii) **Student Data Equality and Diversity Report**

Members had received the Student Data Equality and Diversity Report for information.

Members **APPROVED** the Student Data Equality and Diversity Report

### 8. Chair's Business

The Chair reminded Senators that while we plan for next year, we have lost a colleague due to the pandemic, Dr Jamie Murray. In addition, he also wished Senators to remember the passing of student Ms Erin Donald. He also noted that Mr James Furlough who had been killed in the recent terrorist attack in Reading was an alumnus of the University. He asked that our thoughts be with their families during this difficult time.

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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>
BA Fine Art BA Design BA Graphic Design BA (Majors) Art & Design History	Dr Cherie Driver	Ulster University	September 2020	RECOMMENDED FOR APPROVAL
PGCE Secondary History	David Ingledew	University of Hertfordshire	April 2020	RECOMMENDED FOR APPROVAL
BA Hons Fine Art	Mr Dominic Shepherd	Arts University Bournemouth	September 2020	RECOMMENDED FOR APPROVAL
BA Drama (major) and BA Drama & Theatre (single honours)	Dr. Marissia Fragkou	Canterbury Christ Church University	October 2020	RECOMMENDED FOR APPROVAL
BA (Hons) Marketing	Dr Seamus Allison	Nottingham Trent University	September 2020	RECOMMENDED FOR APPROVAL

<b>Subject</b>	<b>Name</b>	<b>Nature of Request</b>
MRes Sport and Exercise Science	Ms Kirsty Sale	Extension of Tenure to August 2020
MA Creative Practice	Pat Dillon	Extension of Tenure to November 2021
MA Performance	Dr Robert Dean	Extension of Tenure to June 2021

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## Appendix 2

### Curriculum Matters

#### Course Approvals (Validations/Revalidations)

- BA Economics
- BA/BSc Psychology in Education
- BA Early Years Education with QTS
- MBA Educational Leadership
- MEd Interdisciplinary Masters in Education
- PG Certificate International School SEN Provision
- PG Certificate Leading for Educational Advantage
- BA Psychology in Education

#### New course proposals for September 2020

- BA (SH) Social Change
- MSc Sports Medicine, Exercise and Health
- BA Drama and Theatre

#### Suspensions

The following suspensions have been approved by Rectorate Team for 2020/21; there were no withdrawals at this stage:

- MA Politics and International Relations
- MA Theology, Religion and Philosophy
- MA English Literature
- MA English Literature and Professional Writing
- MA African Christianity
- MA The Bible and Pastoral Contexts
- BA Musical theatre and Performance
- BA Immersive Technology