

# CONFIRMED

## LIVERPOOL HOPE UNIVERSITY

### SENATE: 8<sup>th</sup> November 2017

**PRESENT:** Professor G J Pillay (in the Chair), Dr P Bamber, Dr J Bennett, Professor D Chester, Dr R Cousins, Ms S Cronin, Mr F Doolin (Vice-President, Students' Union), Ms J Egerton, Professor N Ferguson, Dr L Hamer, Ms C Harvey, Dr P Haughan, Mr M Hill, Professor D Jeyaraj, Mr J Johnson (President, Students' Union), Dr O Khaiyat, Dr Z Kinsley, Dr D. Kurek-Chomycz, Professor G Mair, Dr P McGrail, Dr L McLoughlin, Ms S Murray, Professor A Nagar, Revd Canon Professor K Newport, Dr B Olmos Giupponi, Ms V Ospina (Vice-President, Students' Union), Dr A Owen, Professor G Paramei, Ms M Pearson, Dr C Penketh, Professor S Piasecki, Professor N Rees, Dr D Reid, Dr K Spohrer, Dr S Tiernan, Professor I Vandewalle, Dr C Wakefield, Dr C Walsh, Ms L Warham (39 members)

Mr G. Donelan (Secretary), Mr D. Dykins (Minute Secretary)

**APOLOGIES:** Ms S Beecroft, Dr W Bignold, Mr A Catterall, Dr G Cuthbertson, Mr D Frost, Professor M Lavalette, Dr J Miller, Ms J. Singleton.

The Chair welcomed new members: Dr Rosanna Cousins, Dr Zoe Kinsley, Dr Dominika Kurek-Chomycz, Dr Linda McLoughlin, Dr David Reid, Dr Konstanze Spohrer, Ms Lynne Warham, Mr Mike Hill (Principal of Carmel College) and, in her absence, Ms Jenny Singleton (Principal of St Mary's College, Blackburn). He also welcomed Dr John Bennett (Director of Learning & Teaching Development) and Dr Cathy Walsh (Registrar) in their new roles and the three SU sabbatical officers, Jack Johnson, President, Feidhelm Doolin, Vice-President Education and Vanessa Ospina, Vice-President Welfare and Community.

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

The minutes of the meeting of Senate held on 14<sup>th</sup> June 2017 were **APPROVED** as a correct record.

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

Terms of Reference: Standing Sub-Committee on Assessment (actum 4ii)

Dr Haughan said that she was concerned that the management and oversight of the assessment process was not being well served by SSCA in its current format. It had become clear that the Subcommittee was overburdened by the requirement to address both basic operational arrangements for assessments and very high-level strategic matter associated with the University's regulatory framework. She felt that both areas merited more attention than the current subcommittee could accommodate. She therefore requested that Senate allow her to revisit the purpose, terms of reference and membership of the Subcommittee with a view to finding a more effective means of ensuring that both operational and strategic matters associated with assessment are given due consideration by appropriate members of the University community.

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## 3. Vice-Chair's Report

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

### Appointments

Professor Vandewalle reported that the following appointments had been made:

*Fellow of the Business School:* Joe Mulhearn

*Visiting Professor in the Department of Education Studies:* Professor Ron Barnett

*Research Fellow, Andrew Walls Research Centre:* Abraham Wiagi-Ng'ang'a

### Open House Events for 2018

- Saturday 3th March 2018
- Wednesday 14th March 2018 (during Science Week)
- Saturday 21st April 2018
- Wednesday 27th June 2018 (after A Levels)
- Saturday 7th July 2018
- Saturday 29th September 2018 (week after Arrivals weekend)
- Saturday 3rd November 2018.

## 4. Secretary's Business

### Annual Report on Student Appeals, Complaints and Discipline

Members had received the Report, which gave a breakdown of statistics for the last five years. Mr Donelan noted that the last academic year had seen a drop in the number of incidents resulting in a fine or community service to the lowest figure so far of 41 incidents, compared with 84 the previous year. Once again, there was no evidence to suggest that, as students become increasingly seen as consumers with the introduction of tuition fees and interventions by the CMA, students are becoming more litigious.

## Committee Reports

### 5. Research Committee

#### (i) Minutes of 1<sup>st</sup> November 2017

Professor Newport presented the minutes of the meeting held on 1<sup>st</sup> November 2017. He highlighted the proposal to create a DMin (Doctor of Ministry) award, currently under discussion. He noted that reports had been received from the five active research centres which demonstrated that they were all operating as expected. He referred to a request from Dr Bamber that a University Learning & Teaching Day be converted to a Research Day. Dr Haughan advised that this raised concerns as L&T Days had already been reduced from five to three days. The Chair of Senate responded that Rectorate Team would review this and report to the next Senate.

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Professor Newport asked Professor Nagar to give an overview of developments relating to the next REF. Professor Nagar drew members' attention to discussion of the recently published Stern Report which gave details of the Units of Assessment (UOA) structure and institution-level assessment and weightings. However, there were still a number of areas awaiting clarification. At this stage, it appeared that overall, around 82% of Hope's eligible staff would be ready to be entered in the next REF – a significant increase on REF 2014. Professor Nagar noted that capturing impact evidence was very important for building impact case studies and reminded members that the weighting for impact had been increased at the expense of outputs. The Chair added that the University had set aside funds to aid the building of impact case studies.

(ii) Aegrotat/Posthumous Awards for Research Degrees

Members had received the proposed regulations. Dr Walsh said that the previous Senate had agreed new regulations relating to aegrotat/posthumous awards for undergraduate and postgraduate taught degrees and, as was mentioned at that time, the previous Registrar had already started to create a parallel policy for research degrees, which Dr Walsh had now completed. As with undergraduate and PGT awards, the regulations allowed cases to be considered, subject to specified criteria, for an award relating to the level in which they were studying at the time of their death or incapacitation. Dr Haughan reported that this had been a very welcome development last year as it allowed such awards to be granted in two cases at the June graduation and the families who accepted the awards were very grateful for their inclusion in the ceremony.

Senate **APPROVED** the Regulations on Aegrotat/Posthumous Awards for Research Degrees.

## 6. Learning & Teaching Committee

Minutes of 18<sup>th</sup> October 2017

Dr Haughan presented the minutes of the meeting held on 18<sup>th</sup> October 2017. She noted that the Learning and Teaching Committee had formally noted the Gold TEF award. Dr Haughan reported that the Committee was considering the creation of a sub-group to consider University learning spaces. Outcomes from this would have potential to feed into the Estates Planning Group. She also noted discussion around the introduction of the new classification system last year alongside the previous algorithm, the analysis of which was not conclusive. She requested that Senate allow the same dual approach this academic year.

Senate **APPROVED** the dual approach to classification algorithms for the current academic year.

## 7. Academic Committee and Learning & Teaching Committee

(i) Minutes of 25<sup>th</sup> October 2017

Professor Vandewalle presented the minutes of the joint meeting of Academic Committee and Learning & Teaching Committee held on 25<sup>th</sup> October 2017. He drew attention to the lengthy discussion on the Annual Review & Enhancement

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reports from each of the Faculties and the Faculty External Examiner reports and Deans' responses.

(ii) Additions and Amendments to Academic Regulations

Members had received the following documentation to include two new awards in University provision:

- Programme regulations for
  - International Post Graduate Certificate (Level 7)
  - International Professional Graduate Certificate (Level 6)
- Amendments to Assessment Regulations: Summary
- Revised Framework of Qualifications
- Revised Policy on the Accreditation of Prior Learning
- Revised Handbook for Continuing Professional Development

Senate **APPROVED** the introduction of the two new awards and the related amendments to other regulations to align with University policy.

The Revised Policy on the Accreditation of Prior Learning and the Revised Handbook for Continuing Professional Development were **RECOMMENDED FOR APPROVAL**.

(iii) Proposed Marking Scales for Undergraduate and Postgraduate Taught programmes

Members had received the proposed summary of changes and a copy of the current assessment descriptors. Dr Walsh explained feedback from external examiners and from a review of literature in this area suggested that staff were potentially creating difficulties by grading students to a very exact percentage which often meant students receiving aggregate marks close to a borderline. The proposal requires all work to be given a letter grade with (or without) a plus or minus. This corresponded to both a classification interpretation and a standard numerical scale, the latter avoiding any boundary marks. The rationale was that discursive assessments were virtually impossible to mark to within a 1 or 2 mark accuracy. Moving to a letter grade with clear universal descriptors would help staff marking assessments to identify a grade more consistently than attempting to give an exact numerical mark. The document had been aligned with the current assessment descriptors to avoid confusion. Inputting on SITS would automatically turn the letter grades into the corresponding numerical mark and should mean fairer and more consistent results.

Dr Cousins said there was a lot of support for the new approach, but queried why there was a different approach between undergraduate and postgraduate assessments. Dr Walsh said that the level of granularity in marking was different at postgraduate level, but that this could be a future development. Dr Walsh also noted that the new marking scales should encourage greater use of the entire 70 to 100 band; currently, marks tended to cluster closer to the bottom end of the band. Professor Chester commended the approach and queried whether this could be developed into an 18-point scale. Dr Walsh said she would consider all such comments in her review.

Senate **APPROVED** the new Marking Scales as presented.

(iv) Faculty Curriculum Overviews

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Members had received the overviews. Professor Vandewalle noted that a number of new programme proposals had been approved to enter the co-design stage of the approval process. All are for introduction in the 2018/19 academic year: MA European Affairs; MA African Christianity; MSc Mathematics; BSc Maths with year in industry. In addition to withdrawals and suspensions already noted, Professor Vandewalle advised that the PGCert Sacred Music has been withdrawn. He also advised that the University would be offering almost all postgraduate taught programmes for entry in both October and January, starting from January 2018. This would be the default provision, and any exceptions would need to be officially agreed with the Chair of Senate. Professor Pillay said that the current single entry point in October meant the University is not able to attract students from a large number of countries where academic years straddle the UK calendar year. He acknowledged that courses with placements may need looking at carefully.

Professor Vandewalle reported that the following new or re-approved programmes had now received formal approval, having completed the co-design and approval process :-

- BA Criminology (Single-Major)
- BA Dance (Major)
- BA Sociology (Single-Major)
- MSc Advanced Computer Science
- MSc Data Science
- MSc Robotics Engineering
- MRes Sport and Exercise Science
- BA Marketing (Single-Major)
- BA Business Management (Single-Major)
- BA Accounting and Finance (Single-Major)

Senate **APPROVED** the curriculum overviews, with the proviso that PGT programmes from 2018/19 will be included with October and January starts unless exceptionally approved for October entry only.

(v) External Examiner Appointments

Professor Vandewalle drew attention to the list of External Examiners.

Senate **APPROVED** the appointments, extensions and reallocations of duty, as detailed in the appendix to these minutes.

(vi) 2017-18 Assessment Grid

Members had received and **APPROVED** the assessment grid for 2017/18..

(vii) Schedule of Meetings of Undergraduate Examiners 2017-18

Members had received and **APPROVED** the Schedule of Boards for UG Examiners for 2017/18.

(viii) Update on Schedule of Meetings of Postgraduate Examiners 2017-18

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Dr Walsh advised that the schedule was currently being reviewed with a view to rationalising meetings to create more effectively and efficiently run examination boards, possibly holding boards at Faculty level. There was a trial planned for boards in spring. She advised that she would also consider reviewing the UG Schedules for future years.

(ix) Quality Assessment Report for University Council

Members had received the Quality Assessment Report for University Council. The University Secretary reminded members that University Council now had to provide an assurance to HEFCE that it was satisfied that the quality of the student experience and academic standards were being maintained and enhanced; the report provided the evidence for Council to make those assurances. There were no immediate comments from senators though Mr Donelan advised that if anyone wished to submit a comment after the meeting they could do so directly to him.

Senate **RECOMMENDED FOR APPROVAL** the Quality Assessment Report.

## 8. Chair's Business

The Chair reported the proposed establishment of the School of Social Sciences (incorporating the Departments of Social Work, Care & Justice and Social Science) and the School of Law, both to take effect from 1<sup>st</sup> January 2018. Senate **ENDORSED** the establishment of these two Schools.

The Chair also reported on consideration being given to plans to review the structure of the Departments at the Creative Campus. Several departures from the Music Department and the purchase of two new properties on land contiguous to the campus provided an opportunity to consider how a more integrated approach to the creative and performing disciplines could be realised. This could well lead to the establishment of a Schools structure and the Dean was consulting staff on various aspects.

The Chair formally welcomed Carmel College, St Helens into the Network of Hope, having welcomed the Principal, Mr Mike Hill, earlier in the meeting. The College's mission and values align with Hope's and spaces at the College had already been designated as Hope learning zones; staff wishing to visit the College would be very welcome to do so. The details of courses to be offered through Carmel College was currently under discussion.

The Chair took the opportunity to thank Dr Hamer, who is shortly leaving the University, for her efforts in the Department of Music and hoped that, although Dr Hamer was leaving the area, she would maintain links with the University. He also reminded Senate that there would be Christmas celebrations on the afternoon of 15<sup>th</sup> December 2017.

### Dates of future meetings:

- Wednesday 14th March 2018 at 2.15 pm
- Wednesday 27th June 2018 at 2.15 pm

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## Appendix

### Appointment of External Examiners

#### (i) New Nominations

| <b>Subject</b>         | <b>Name</b>               | <b>Institution</b>          | <b>Commence</b>   |
|------------------------|---------------------------|-----------------------------|-------------------|
| MA English Language    | Dr Jean Conteh            | University of Leeds         | September<br>2017 |
| PGDE                   | Wendy Croft               | Bradford University         | November<br>2017  |
| BA Early Childhood NoH | Dr Fengling Tang          | University of<br>Roehampton | November<br>2017  |
| BA/BSc Psychology      | Professor Alan<br>Garnham | University of<br>Sussex     | October 2017      |

#### (ii) Extensions and Reallocations of Duty

| <b>Subject</b>   | <b>Name</b>               | <b>Nature of Request</b>                              |
|--|---------------------------|---|
| MA Human Resource<br>Management and<br>Development       | Dr Anthony<br>Bennett     | <i>Extension of Tenure</i>                            |
| BA Childhood and Youth                                   | Dr Mark<br>Cieslik        | <i>Extension of Tenure</i>                            |
| BA World Religions                                       | Dr Dominic<br>Corrywright | <i>Extension of Tenure</i>                            |
| BA Creative and Performing<br>Arts and MA<br>Performance | Robert Dean               | <i>Extension of Tenure and Reallocation of Duties</i> |
| PGCE Primary   | Ruth Harrison<br>Palmer   | <i>Extension of Tenure</i>                            |
| MRes Sport and Exercise<br>Science                       | Dr Kirsty<br>Elliott-Sale | <i>Reallocation of Duties</i>                         |