

SENATE

Open Minutes

Of the virtual meeting held on Wednesday, 25 March 2020.

Present via Teams meeting:

Nick Braisby	Vice-Chancellor (Chair)
Gavin Brooks	Provost and Deputy Vice-Chancellor
Ellie Smith	Academic Registrar and Secretary
Miriam Moir	Head of Registry Services (Secretary)

Written contributions

Rachel Cragg	Interim Pro Vice-Chancellor Education
Russel Stone	Head of School, Media & Creative Industries
Kevin Maher	Head of School, Business, Law & Computing
Paul Morgan	Head of School, Human and Social Sciences
Phil Wood	Head of School, Aviation & Security
Sri-Kartini Leet	Head of School, Art, Design & Performance
Julie Irwin	Director of Student Success
John Hathaway	Elected representative, Business, Law & Computing
Louisa Berry	Elected representative, Aviation & Security
Lauren Vincent	Elected representative, Art, Design and Performance
Daisy Toscano	Elected representative, Health Care and Social Work
Dearbhla Gallagher	Elected representative, Human and Social Sciences
Rob Penhaligon	Elected representative, Media & Creative Industries
Sainey Faye	Nominated representative, University Partnerships Board
Margaret Greenfields	Nominated representative, Research and Enterprise Committee
Richard Jones	Nominated representative, Education Committee
Tao Warburton	Students' Union President
Brooke Pilbeam	Student's Union Vice-President

Introduction and Background

20.01 Due to the Coronavirus pandemic, with staff working from home, the Senate meeting followed a different format on 25 March 2020. The papers on the agenda had been circulated in advance to members, and their comments on each paper collated. The Chair met with the Provost and Deputy Vice-Chancellor and the Academic Registrar, with the Secretary in attendance, to consider the comments raised.

20.02 The Minutes reflect the collective written comments from members which are appended.

Minutes of the meetings held on 18 December 2019

20.03 The Minutes of the meeting held on 18 December 2019 were approved as an accurate record.

Status of Actions

20.04 The actions taken since the last meeting were noted as having been completed or underway.

Chair's Actions

20.05 No Chair's Actions had been taken since the last meeting of Senate.

Annex 1: Exceptional Regulations (SEN20.01)

20.06 It was noted that Annex 1 Exceptional Regulations to the *Academic Assessment Regulations*, had been developed to be used where extreme and serious circumstances beyond the University's reasonable control (for example industrial action, natural disasters or epidemics of infectious diseases), required exceptions and additions to the University's standard *Academic Assessment Regulations*. The main provisions in the Exceptional Regulations were noted as follows:

- In cases where the usual internal moderation or external examining cannot take place, unmoderated marks may be submitted to Assessment Boards.
- Requirement for Module Boards to be held to confirm marks suspended – this will allow for Assessment Boards to be prioritised, and the qualitative discussions from Module Boards postponed to a later date
- Proportion of element marks to be ratified as module marks where marks are missing – effectively providing compensation
- Progression to Level 4, 5 and 6 to be based on achievement of 90 credits, with aegrotat pass awarded for remaining 30 credits – effectively providing compensation
- All reassessment to be for the full mark and not capped – this removes the need for students to apply for Mitigating Circumstances during the current Coronavirus pandemic
- Awards may be made on 90 credits at Level 6 (Honours) or Level 5 (FDs) using the aegrotat pass for the remaining 30 credits, provided that the student's profile demonstrates the appropriate learning outcomes for the level or award. It must also be satisfied that the student's profile demonstrates engagement with learning over the period affected by the extreme or serious circumstances.

20.07 It was further noted that the document had been circulated to Education Committee and Senate members and that their comments had been supportive of the proposed measures.

20.08 The Exceptional Regulations were discussed in detail, taking comments from Senate members into account. A number of amendments and additions were identified, and on the basis that once these were completed and returned to the Chair for confirmation, the Exceptional Regulations would be approved with immediate effect.

20.09 The Exceptional Regulations would remain in force until Senate approved their removal, and it was agreed that each of the Senate meetings in June and September 2020 would need to give approval to the Exceptional Regulations remaining in force.

Further Matters for Discussion and Approval

20.10 Because of time constraints due to the University's ongoing urgent response to Coronavirus, it was decided that the other matters for Discussion and Approval (Degree

Outcomes Statement Draft, Unconditional Offers, REF 2021 Update and Student Code of Conduct, would be held over until the next meeting.

20.11 The Chair thanked Senate members for the comments made on these papers through correspondence and confirmed that these would be made available at the next meeting.

Reports to Receive:

Education Committee (9 October 2019)

20.12 The Minutes from the meetings held on 22 January and 4 March 2020 had been circulated and were received.

Research and Enterprise Committee (26 February 2020)

20.13 The Minutes from the meetings held on 26 February 2020 had been circulated and were received.

Academic Planning Committee (13 February 2020)

20.14 The Minutes from the meeting held on 13 February 2020 had been circulated and were received.

20.15 Senate was reminded that the Minutes of these meetings were confidential and business sensitive.

Matters for Endorsement:

External Examiner Approval Panel (SEN20.06)

20.16 Senate received the update from the External Examiner Approval Panel and endorsed the decisions made in each instance.

New Programmes of Study and Revalidations (SEN20.07)

20.17 The report detailed recommendations to Senate of programmes presented to Approval Panels where conditions had been signed off and those awaiting sign off: these were presented to Senate and endorsed.

Dates of the next meetings

The next meeting of Senate is on Wednesday 10 June 2020 at 2.00pm.