

SENATE

Minutes of the meeting held at 15:00 on 14 NOVEMBER 2018, at MedRus Mawr, Penbryn.

Voting members: Prof Elizabeth Treasure, Vice-Chancellor (for minute 25); Prof Tim Woods, Pro Vice-Chancellor (Learning, Teaching and Student Experience) (Chair); Professor Neil Glasser, Pro Vice-Chancellor (Faculty of Earth and Life Sciences); Dr Anwen Jones, Acting Pro Vice-Chancellor (Faculty of Arts and Social Sciences); Professor Qiang Shen, Pro Vice-Chancellor (Faculty of Business and Physical Sciences); Prof Chris Thomas, Pro Vice-Chancellor (Research, Knowledge Exchange and Innovation); Dr Gordon Allison; Dr Guy Baron; Prof Paul Brewer; Dr Hazel Davey; Mr Tim Davies; Dr Gwion Evans; Dr Chris Finlayson; Ms Meg Hatfield, AberSU Academic Affairs Officer; Dr Sarah Higgins; Ms Louise Jagger; Ms Anna Wyn Jones, UMCA President; Dr Louise Marshall; Mr John Morgan; Dr Ola Olusanya; Dr Maria Plotnikova (from minute 16); Dr Elin Royles, Chair of the AU Branch of the CCC; Professor Phillip Schofield; Dr Victoria Wright; Mr Bruce Wight, AberSU President; and Prof Reyer Zwiggelaar, Head of the Graduate School.

Non-voting members: Prof Iain Donnison; Prof Andrew Evans; Mrs Nerys Fuller-Love; Prof Nigel Holt; and Dr Bernard Tiddeman.

In attendance: Mrs Jean Jones, Head of the Vice-Chancellor's Office; Mr Geraint Pugh, University Secretary; and Ms Emma Williams, Academic Registrar.

Apologies for absence had been received from Prof Simon Cox; Prof John Goddard; Nigel Hardy; Dr Jamie Medhurst; Professor Robert Meyrick; and Dr Anoush Simon.

13. MATTERS RAISED BY THE CHAIR

1. Chairing Arrangements

The Vice-Chancellor had been required to attend a meeting in Cardiff that morning and would not return to Aberystwyth in time for the Senate meeting. She had therefore asked the Pro Vice-Chancellor (Learning, Teaching and Student Experience) to chair the meeting in her absence.

2. Module Evaluation Questionnaires (MEQs)

1. The latest MEQs had launched on 12 November 2018. Members were asked to encourage colleagues to schedule the MEQs for their modules.
2. A substantial number of the surveys which needed to be arranged related to modules on which few students were registered. Members were therefore encouraged to get in touch with the Your Voice Matters team to explain the rationale for retaining these modules.

14. CONFLICTS OF INTEREST

No conflicts of interest were declared in relation to the business to be transacted during the meeting.

15. MINUTES OF THE PREVIOUS MEETINGS

RECEIVED

Minutes of the meetings held on 10 October 2018 (SEN1819-021).

RESOLVED

That the minutes be confirmed as a correct record, subject to clarifying that Dr Anoush Simon was present as a 'Non-voting member' (**ACTION:** University Secretary).

16. MATTERS ARISING FROM THE MINUTES

RECEIVED

A log setting out the progress made in taking forward decisions and actions agreed at the most recent Senate meeting, and outstanding actions from previous meetings (SEN1819-022).

NOTED

1. Translation of marks from other institutions (minute 70.6)

1. The Mathematics department had reviewed the data provided by the Planning department. While there remained some misgivings about the way in which the modelling had originally been conducted, the rationale for implementing this change was recognised and the department was content to proceed as agreed.
2. The intercalary year which forms part of programmes offered by the Modern Language department would not be affected by these changes. However, it was acknowledged that discussions would need to take place with the International Office with respect to keeping learning agreements with overseas providers under review.

RESOLVED

3. That a statement be circulated by the Academic Registry to the academic departments to clarify that the revised rule is now being applied as written and previously approved by Senate; and that this statement also provide guidance on instances where specialised versions of thin modules will need to be developed (**ACTION:** Academic Registrar).

2. The Wheel (minute 9.2)

The Memorandum of Agreement with The Wheel had now been signed, and advertising of the franchise provision would commence once HEFCW has approved the addendum to the University's 2019–20 Fee and Access Plan.

3. The update provided in the decisions log.

17. DECISIONS TAKEN BETWEEN MEETINGS

RECEIVED

Report by the University Secretary (SEN1819-023).

NOTED

1. The report detailed the instances since the last Senate meeting when matters had been approved either by members via correspondence, or via executive action by the Vice-Chancellor as Chair of Senate in line with the provision of Standing Orders.
2. The matter approved by members via correspondence was:

1. the appointment of Senate members to sub-committees.
3. The matters approved by means of executive action by the Chair of Senate were:
 1. a new Teaching Development for New Staff policy, on the recommendation of the Academic Board and the then Professional Development, Staffing and Equality Committee;
 2. revisions to the Senate's Standing Orders, on the recommendation of the then Charter Committee; and
 3. a change to the reporting line of the University Research Ethics Committee, so that in future it reports directly to the Senate.

18. CORRESPONDENCE

The University Secretary had not received any correspondence which had not already been drawn to the attention of members.

19. VICE-CHANCELLOR'S REPORT

RECEIVED

Report by the Vice-Chancellor (SEN1819-024).

NOTED

1. The report consisted of two key parts: a highlight report; and a communications report.
2. Members congratulated colleagues on their recent appointments as Heads of Departments. Processes were also underway to recruit new Heads to a number of other Academic Departments, including the Institute of Biological, Environmental and Rural Sciences, which had not been mentioned in the report.
3. Contrary to the update in the report in relation to the Old College, the mid-phase review with the Heritage Lottery Fund had not yet been held. This meeting had been scheduled for 22 November 2018, and the outcome would advise the University's proposed approach to the submission on the second phase bid.

20. ANNUAL QUALITY ASSURANCE STATEMENT

RECEIVED

1. Background report by the University Secretary (SEN1819-025); and
2. Report by the Academic Registry (SEN1819-035).

NOTED

3. The Quality Assurance Framework for Wales places an emphasis on the role of governing bodies for providing assurances about quality and standards matters. Governing bodies are required to agree and submit an Annual Quality Assurance Statement to HEFCW during December 2018.
4. The detailed report prepared by the Academic Registry had been designed to provide Council with the appropriate evidence to confirm to HEFCW that it is satisfied that the University has and continues to meet its obligations in respect of series of statements in relation to quality assurance.

5. This would be the second such Annual Quality Assurance Statement which the Council would be invited to agree. As such, the supporting report drafted by the Academic Registry was less detailed than the last year's version, which had necessitated a fuller explanation of the University's quality assurance processes.
6. It had not been possible to draft the Academic Registry's report in time for advance circulation to Senate owing to the need to await the outcome of the new Faculty Academic Affairs Committees. Members were therefore invited to consider the report by correspondence.

21. COMMITTEE TERMS OF REFERENCE

RECEIVED

Report by the University Secretary (SEN1819-026).

NOTED

1. On 10 October 2018, Senate had approved the proposed restructure of the academic committees and the associated draft revised terms of reference. These terms of reference had since been considered in detail by the new or revised committees at their first meetings of this academic year. The outcomes of these discussions were set out in the report.
2. Members noted that the feedback received from the Faculties related to the membership of their new Academic Affairs Committees, with a view to achieving consistency in membership.
3. As agreed at the last Senate meeting, the Pro Vice-Chancellor (Learning, Teaching and Student Experience) would convene a group following the February / March 2019 cycle of academic committee meetings to review committee effectiveness, and bring forward a summary of any recommendations to Senate on 27 March 2019.

RESOLVED

4. To approve the proposed revisions to the committee terms of reference (**ACTION:** University Secretary).

22. NOMINATIONS FOR HONORARY AWARDS

RECEIVED

Report by the University Secretary (SEN1819-027).

NOTED

1. On 22 October 2018, the Honorary Awards Group met to consider nominations for Honorary Awards of Aberystwyth University (AU). The report outlined the Committee's recommendations for the conferral of Honorary Awards.

RESOLVED

2. To recommend that Council approves the proposed nominations for Honorary Awards (**ACTION:** University Secretary):

23. MRS FOSTER WATSON MEMORIAL GIFT

RECEIVED

Report from the University Secretary (SEN1819-028).

NOTED

1. The Mrs Foster Watson Memorial Gift is awarded every five years to a member of AU staff for a published work that combines scholarship with general interest.
2. Submissions were invited by 28 September 2018. Six books were received and considered by a panel of three distinguished assessors: Prof Jane Aaron; D Geraint Lewis; and Prof Ned Thomas.

RESOLVED

3. To award the Mrs Foster Watson Memorial Gift to Dr Martin Crampin for his book 'Stained Glass from Welsh Churches', as recommended by the judging panel (**ACTION:** University Secretary).

24. ITEMS FOR INFORMATION

RECEIVED

Members received reports on the following for information:

1. Report on investigations under the Unfair Academic Practice policy (SEN1819-029);
2. Report from the Coleg Cymraeg Cenedlaethol (CCC) (SEN1819-030);
3. Research Grants (SEN1819-031);
4. Summary Corporate Risk Register (SEN1819-032).

NOTED

5. Report from the Coleg Cymraeg Cenedlaethol

On 13 November 2018, the University Executive had approved a proposal to recruit a Tutor to provide Welsh language study skills support to Welsh-medium students at AU.

6. The contents of the other reports presented for information.

25. REPORTS FROM SUB-COMMITTEES

RECEIVED

A report comprising the following (SEN1819-033):

1. Academic Board (31 October 2018);
2. Recruitment and Marketing Board (31 October 2018);
3. Collaborative Provision Board (30 October 2018);
4. Research Board (18 October 2018) and;
5. Council (21 September 2018).

NOTED

6. The reports received from the committees.