

# Senate

Minutes of the meeting held on 24 April 2024 at 13:30

Oak Suite 1 and 2 MINUTES

## Members

### Ex-officio:

President & Vice-Chancellor	Prof Max Lu
Provost and Senior Vice-President [Chair]	Prof Tim Dunne
Pro-Vice-Chancellor, Education [Secretary]	Prof Emma Mayhew [interim]
Pro-Vice-Chancellor, Research & Innovation	Prof Lisa Collins
Pro-Vice-Chancellor, Executive Dean, FASS	Prof Annika Bautz*
Pro-Vice-Chancellor, Executive Dean, FEPS	Prof Bob Nichol [from 23/046]
Pro-Vice-Chancellor, Executive Dean, FHMS	Prof Paul Townsend
Vice-President, Global	Patrick Degg
Associate VP, External Engagement (International)	Prof Amelia Hadfield
Associate Dean, Education, FASS	Assoc Prof Mark Ashton [interim]
Associate Dean, Education, FEPS	Prof Esat Alpay [from 23/046]
Associate Dean, Education, FHMS	Dr Dynatra Subasinghe
Associate Dean, Research & Innovation, FASS	Prof Rachel Brooks
Associate Dean, Research & Innovation, FEPS	Prof Jin Xuan [from 23/052]
Associate Dean, Research & Innovation, FHMS	Prof Deborah Dunn-Walters*
Chief Student Officer	Kerry Matthews
Academic Registrar	Glenn Moulton [interim]
Director of Surrey Institute of Education	Prof Naomi Winstone*
Director of Library & Learning Services	Paul Johnson*
Director of Research, Innovation & Impact	Gill Fairbairn
Dean of the Doctoral College	Dr Ruan Elliott
President of the Students' Union	Jo Yau
VP Voice of the Students' Union	Kiara Kataike

### Nominated (FASS):

School of Law	Assoc Prof Dr Joshua Andresen
School of Literature and Languages	Assoc Prof Dr Constance Bantman
School of Sociology	Prof Karen Bullock*
Guildford School of Acting	Prof Anna McNamara*

### Nominated (FEPS):

Computer Science & Electrical Engineering	Dr Mariam Cirovic
Computer Science & Electrical Engineering	Prof Philip Jackson
Mechanical Engineering Sciences	Assoc Prof Dr Tan Sui*
Sustainability, Civil & Environmental Eng	Dr Martin Walker

### Nominated (FHMS):

School of Biosciences	Dr Mohammad Asim
School of Biosciences	Dr Terri Grassby
School of Psychology	Dr Charo Hodgkins
School of Health Sciences	Claire Tarrant

### Nominated (PGR Student)

FEPS PGR Student	Chunlin Chen
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### In attendance:

Governance Officer [minute taker]	Kelley Padley
Director, Institute for People-Centred AI	Prof. Adrian Hilton
Director, Institute of Sustainability	Prof. Lorenzo Fioramonti*
Education Programme Manager	Steve Hoole [23/053]

\* denotes absence

## 1 INTRODUCTORY ITEMS

### 23/044 Apologies for absence

- .1 Apologies were received from Annika Bautz, Karen Bullock, Deborah Dunn-Walters, Lorenzo Fioramonti, Paul Johnson, Anna McNamara, Tan Sui and Naomi Winstone.
- .2 The Chair welcomed the following to Senate:  
Chunlin Chen - nominated Postgraduate Research Student  
Adrian Hilton – Director of the Institute for People-Centred AI

### 23/045 Minutes of the last meeting(s)

- .1 The Board **approved** the minutes of the meetings held on 10 January 2024, 31 January 2024 and 11 March 2024.
- .2 The Board noted the two matters arising from 10 January 2024:
  - Head of Discipline paper: Uploaded to convene document library. Action closed.
  - Updated Terms of Reference for Senate Nominations Committee: The Terms of Reference had been redrafted and would be received at the June meeting of Senate. Action closed.

### 23/046 Vice-Chancellor's Update and Report including Financial Resilience Process [paper 23-SEN-27 received]

- .1 Senate noted that international PGT applications are down -41% on last year (the sector has suffered a 50% decline in applications). The negative impact of VISA changes on university recruitment rates was acknowledged:
  - change in dependents visas implemented (only international postgraduate *research* students are now eligible to bring their partner and children to the UK on a dependent visa).
  - MAC review of the Graduate Route underway (publication date 14 May 2024). Whilst the outcome of this is not yet known the initiating of a review into the post study work visa sent a strong signal to international markets.
- .2 The VC advised Senate that OfS had confirmed reduction for funding in several discipline areas including creative arts, humanities and social sciences.
- .3 The VC provided Senate with a summary of progress to date, and next steps, in the Financial Resilience programme:
  - Progress to date
  - Staff cost savings realised through voluntary severance in phase 1 (now closed), non-replacement of leavers and removal of planned new posts (those associated with number growth no longer anticipated).
  - Non-staffing costs (travel, consumables) analysed and reduction in spend incorporated into 24/25 budgets for all departments/areas.

- Income from increased student accommodation rent bands, increased conferencing activity and increase in number of student rooms to rent through recommissioning of International House

Next Steps

- Phase 2 commenced today with select Schools and Departments meeting for briefings to discuss steps to get them onto a sustainable path.
- .4 The University continued to engage on a weekly basis with the Unions and had also been working closely with the Students' Union to safeguard against disruption to students ensuring the student experience prioritised.
- .5 The VC advised Senate that an open letter received from the Union queried mismanagement of funds in particular citing the amount borrowed by the University over time. The VC explained that the University of Surrey, unlike many peer HEIs, has significant physical assets (over £1b worth of assets) and emphasised the amount borrowed should be measured against income *and assets*. The debt to income + assets ratio for Surrey is very similar to that of Wesley Group and Russell Group institutions.
- .6 Senate noted that the CFO, COO and two selected Council members continued to meet regularly exploring options to release cash. The University was committed to generating new income to invest in the future of Surrey.
- .7 The VC noted his appreciation for the support that staff had shown during phase 1 of the programme and emphasised the importance of showing collegiality and consideration to colleagues as we enter phase 2.

**23/047 Chair's Action/Business**

- .1 The Chair confirmed that no Chair's Action had been taken since the last meeting.

**2 ITEMS FOR APPROVAL**

**23/048 Honorary Degree Nominations  
[paper 23-SEN-28 received]**

- .1 Senate **approved** the proposed nominations for Doctor of the University:
- Dame Jocelyn Bell Burnell
  - Richard Ellis
  - Steve Lillywhite
  - Charles Okeahalam
  - Alan Parker

**23/049 Research and Innovation Policy Statement and Migration Plan  
[paper 23-SEN-29 received]**

- .1 The Director of Research, Innovation & Impact presented the paper.
- .2 Senate received the Our Research and Innovation migration plan noting the intention to complete the migration of existing documents to the POPP framework by the end of 2024.

- .3 The Our Research and Innovation Policy Statement was not received and was currently under review.

**23/050 Nutrition Programme Changes to satisfy PSRB requirements  
[paper 23-SEN-30 received]**

- .1 The ADE FHMS presented the paper.
- .2 Senate noted the proposed changes, necessary to ensure continued PSRB accreditation by AfN (Association for Nutrition), had been discussed with colleagues in OSCAR. The changes were recommended to Senate by UEC, further to due consideration at the meeting of UEC on 19<sup>th</sup> March.
- .3 Senate **approved** the application of the changes noting it would apply to new entrants from 2023/24:
- an exception to the standard progression rules (forced transfer to the alternative non-accredited award at the point where students fail to pass/proceed on the accredited route).
  - addition of the Association for Nutrition (AfN) to the professional bodies listed in the B6:Regulations for fitness to practice (under item 12).

**3 ITEMS FOR DISCUSSION**

**23/051 SU verbal update**

- .1 PGR Student Representative  
The President of the SU summarised the process followed for appointing the nominated Postgraduate Research Student Representative to Senate and welcomed Chunlin Chen to her first meeting:
- All PGR Course Representatives are invited to self-nominate to be the representative on both URIC and Senate.
  - Considerations to received nominations is undertaken initially by the Students' Union and the proposed representative endorsed to Senate Nominations Committee for approval.
- .2 Financial Resilience Programme  
The Students' Union had submitted a paper to the University with respect to the Financial Resilience programme detailing the resolutions the Students' Union had committed to. The SU would be meeting with the Executive Board shortly to discuss the resolutions therein. The paper would be circulated to Senate for information.
- .3 Senate discussed the importance of continued good communication to the student body and the need to consider a separate nuanced communication plan for the PGR student community.

**23/052 Access and Participation Plan  
[paper 23-SEN-31 received]**

- .1 The Chief Student Officer presented the paper.
- .2 Having an approved Access & Participation Plan (APP) is a requirement of registration with the OfS. Following a consultation process, the OfS launched a new APP Framework in which

Universities are required to assess their performance against EORR (12 highly impactful sector-wide risks listed in the Equality of Opportunity Risk Register, EORR) and submit their plan on the provided template with identified Intervention Strategies for each objective. The University would be submitting its new APP in June 2024, as one of the HEIs in 'Wave 2'.

- .3 Senate noted the approval route for APP: Executive Board recommendation to Council for approval. Senate were invited to provide comment and feedback on the plan.
- .3 The draft APP identified five core, focused objectives. The CSO explained the objectives are borne from analysis of Surrey's data, but also align to feedback received in TEF and to the University Strategy going forwards. The importance of ensuring a truly institutional approach to APP and the intervention strategies was emphasised.
- .4 Senate discussed Objective 1 (Increase pre16 attainment and post18 progression....) and PTA1 (increase the percentage of Surrey Stars participants in partner schools achieving 4-9 in Maths/English). The CSO advised Senate that there were approximately 100 students going through the Surrey Stars programme presently and that achievement of this target would require planning to achieve economies in scale through a partnership approach. Partnership approaches were welcomed in the APP Framework.
- .5 Senators were advised that there was scope for existing or emerging Surrey academic activity (for instance projects / research theses) to contribute to approaches for meeting the five identified objectives, provided the University documents and evaluates the success, or failure, of such innovative approaches. The CSO invited Senators to discuss any such potential research activity which could be included in the APP with her.

### **23/053 Surrey Online Learning Update and Developments [paper 23-SEN-32 received]**

- .1 The Chair and PVC Education presented the item. The Education Programme Manager joined the meeting for this agenda item.
- .2 Online education is a growing market, with an estimated worth of US \$500bn by 2030, providing a significant opportunity for income generation and enhanced brand / global reach. Surrey recognised the need to enter that market with a good product, fit for purpose in the online arena and underwent a procurement process to identify a preferred partner.
- .3 The University has confirmed it will work in partnership with 2U, which owns the online learning platform edX. A second company, LearningMate, shall work within this partnership to help deliver the online curriculum taking Surrey's content and adapting it for online delivery.
- .4 The partnership intends to enter the online education market with speed:
  - 15 PGT courses over the next 3 years (5 commencing in 2024/25)
  - 15 Professional Certificate programmes by 2026 (5 commencing in 2024/25).
  - Optional modules for Surrey's on campus UG students (onboarding modules, and extracurricular interdisciplinary modules that students may want to engage with online).
- .5 The design for the PGT courses was summarised:
  - Delivered online via self-paced learning.
  - PT basis.
  - 24 months duration.

- Carousel model with students able to 'jump on' in September, February, May.
- Most modules include a number of live, synchronous hours for content delivery.
- Canvas platform to be used for assessment submission and feedback .

Senate noted the non- discriminatory fee level (the same fee would be charged to home and overseas students).

.6 Senate noted that SOL will be an independent unit both financially and administratively. The staffing model for SOL will differ to that for the UoS as the underlying delivery and learning for the programmes differs. Partnering with edX, Surrey had built and codesigned the 15 PGT courses: Surrey's academic expertise and 'x-factor' had been invested into the design, content and course material of the programme itself (accessible via self-paced online learning). Core staffing / co-ordination of the programmes once established would be undertaken by SOL tutors who would combine subject support with online expertise. SOL tutors would be employed on a flexible, fixed term staffing model thereby enabling staffing to respond to student demand for the 15 PGT courses.

.7 Senate considered the progress of SOL. The following summarises some of the key areas discussed:

- Potential discounts for UoS UG students progressing onto a SOL programme? This could be explored with edX.
- Will SOL students attend graduation? Students would be invited to either attend a graduation ceremony or opt for postal delivery of certification.
- Would the live, synchronous module hours benefit from Surrey academic staff contribution (supplementing the SOL tutor)? This would be the case where appropriate.
- The importance of differentiating the SOL PGT programmes from the UoS PGT programmes was noted (and of ensuring we actively promote both routes and ensure clear marketing of each to avoid confusion).
- The stance on accreditation for SOL programmes – what is the approach / could offering accreditation on a lower priced SOL programme impact take up of Surrey's higher priced in-person PGT programme?
- Potential export control implications were raised (Senate noted that SOL will be offering postgraduate *taught* only).
- Improving the visibility of the SOL courses on edX' platform was raised.
- The acceptance of awards earned through online learning and taking steps to ensure SOL was recognised in different markets was raised (as an example, the UGC Approved University List in India).

.8 The Chair thanked Senate for their valuable contributions.

#### 4 ITEMS TO NOTE

##### **23/054 Recommendations of newly appointed Emerita/Emeritus Professors [paper 23-SEN-33 received]**

.1 The paper was noted.

##### **23/055 OSCAR Annual Report for 2022/23 [paper 23-SEN-34 received]**

.1 The paper was noted.

##### **23/056 Employability and Careers Annual Report for 2022/23 [paper 23-SEN-35]**

.1 The paper was noted.

**23/057 FASS Change Process  
[paper 23-SEN-36]**

.1 The paper was noted.

**23/058 Education and Student Experience Report to Senate  
[paper 23-SEN-37]**

.1 The paper was noted.

**23/059 Research & Innovation Report to Senate  
[paper 23-SEN-38]**

.1 The paper was noted.

**23/060 Senate Sub-Committee Minutes  
University Education Committee, 19<sup>th</sup> March [23-SEN-39]  
University Research & Innovation Committee, 27<sup>th</sup> March [23-SEN-40]**

.1 The unconfirmed minutes were noted.

**23/061 Items for future meetings**

.1 The paper was noted

**5 CLOSING ITEMS**

**23/062 AOB**

.1 An announcement would be made via SurreyNet and the Surrey Staff Briefing on 29 April inviting staff to apply to join Senate. The call would invite interest for:

- Nominated Faculty academic representatives
- All staff Senate Observer seat

The minute secretary to Senate would contact existing Senators approaching the end of the period of tenure to advise whether they are eligible to apply for a second term.

**23/063 Dates of next Senate meetings 2023/24**

.1 Tuesday 25<sup>th</sup> June 2024

.2 An additional meeting would be convened during May to consider the incorporation of the Criteria for Academic Performance into the Promotions Process for 2024 and thereafter.