



The
University
Of
Sheffield.

University
Secretary's
Office

Minutes

Meeting of the Senate

Date:

16 March 2017

Present:

The President & Vice-Chancellor, in the Chair

Ms Allen, Professor Ayscough, Professor Bath, Professor Brown, Professor Buck, Dr Butler, Mrs Campbell-Pilling, Ms Cavasin, Professor Clarke, Professor Coca, Dr Conway, Dr Crockford, Professor Crowther, Ms Day, Professor Goldman, Professor Grasby, Mr Hopwood, Mrs Horn, Professor Hounslow, Professor Jackson, Mr Jary, Dr Jowett, Mr Kendall Smith, Dr Kitchen, Professor Koh, Professor Labbe, Dr Latimer, Professor Latreille, Dr MacIntosh, Professor Maltby, Mrs Marriott, Mr McAuley, Ms McKeown, Dr McMillan, Professor Morgan, Professor Morris, Ms Mullaney, Dr North, Professor Oglethorpe, Dr O'Reilly, Professor Petley, Ms Popa, Mr Rapier, Mr Rowland, Ms Saville, Mr Simpson, Professor Sims, Dr Stokes, Dr Surtees, Mrs Talbot, Mr Trendall, Professor Valentine, Dr Wainwright, Professor Waller, Professor Warren, Professor West, Professor Winder, Professor Wright

Secretary:

Dr A West

In attendance:

Mrs Arnold, Mrs Barker, Mr Borland, Mrs Clements, Mr Colley, Mr Davies, Mrs Dingle, Ms Featherstone, Mr Garlick, Mr Rabone, Professor Ridgway, Mr Sirett, Ms Stephens, Mr Storer, Dr Strike, Mr Swinn, Ms Woodcock, Ms Wray

Apologies:

The Senate received apologies from 57 members.

WELCOME

The President & Vice-Chancellor welcomed members of the Senate, and colleagues from the AMRC: Professor Keith Ridgway, Executive Dean of the AMRC; Colin Sirett, Chief Executive of the AMRC; Andy Storer, Managing Director of the Nuclear AMRC; and Kerry Featherstone, Director of the AMRC Training Centre. Professor Dave Petley was welcomed to his first meeting of Senate since taking up the position of Vice-President for Research and Innovation in November 2016.

DEATHS

The Senate noted with regret the following deaths, which had occurred since the last meeting:

Robert Leek, Logistics Assistant in the Department of Estates & Facilities Management, and a member of staff from January 2004 to June 2014. Aged 61.

Kieran Scholes, a student in the department of Chemistry. Aged 22.

Dr Alan Watson, a Reader in the Department of Civil and Structural Engineering, and a member of staff from 1973 to 2002. Aged 79.

Professor Peter Wyatt, a Reader in the Department of Chemistry, and a member of staff from 1948 to 1968. Aged 92.

Members stood in memory.

PRESENTATIONS AND DISCUSSION

1. ADVANCED MANUFACTURING RESEARCH CENTRE

The President & Vice-Chancellor and Professor Keith Ridgway gave an introductory presentation on the Advanced Manufacturing Research Centre (AMRC) which included: the AMRC's fit with the University's mission; early development of the AMRC; the AMRC was based on a partnership of university research, industry and government; the AMRC's membership model; building capability and capacity; milestones; Nuclear AMRC; Factory 2050; AMRC Training Centre; global partnerships; production relocation and collaboration; new models of learning and integration with other parts of the University; and the Advanced Manufacturing Innovation District.

Senate received a presentation on AMRC Growth from Colin Sirett which covered: the scale of growth, with revenue driven growth predicted to double the turnover of the AMRC within the next five years; AMRC Cymru, involving both Airbus and Boeing, which would secure 4,500 jobs in Wales and was expected to generate up to 1,200 further jobs over 15 years; AMRC North West, which involved support to the existing supply chain.

Andy Storer gave a presentation on the Nuclear AMRC which included: the mission of Nuclear AMRC to help UK companies win work in civil nuclear in new build operations and decommissioning; manufacturing innovation; supplier development; capabilities to drive large-scale innovation; 'Fit For Nuclear'; the impact of the Nuclear AMRC; and a new North West hub at Cammell Laird, Birkenhead.

Kerry Featherstone and Wyn Morgan gave a presentation on the AMRC Training Centre that covered: the background to the AMRC Training Centre; the current offering; future developments; apprenticeship landscape changes; external links; the strategic intent for the University on apprenticeships; teaching and learning implications; and opportunities for other faculties.

The President & Vice-Chancellor concluded by thanking Professor Keith Ridgway and the staff of the AMRC involved in hosting the Senate meeting and providing tours to members of Senate.

FORMAL SENATE BUSINESS

2. PRESIDENT & VICE-CHANCELLOR'S PRESENTATION AND REPORT

The Senate received a presentation from the President & Vice-Chancellor, in which attention was drawn to the following points:

- (a) Higher Education and Research Bill: The Bill has been through Report Stage in the House of Lords and the next stage was Third Reading in the House of Lords before the Bill returned to the House of Commons. The Bill had significant implications for the sector, including the abolition of the Higher Education Funding Council for England (HEFCE) and its replacement with a new regulatory body, the Office for Students. The Teaching Excellence Framework (TEF) had been discussed in the Lords with peers taking a cross-party approach to argue for a more considered approach and the removal of the proposed link between TEF and institutions ability to increase fees. It was not known whether MPs would retain in the Bill those amendments made by opposition and cross-bench peers. The SU President drew attention to the planned ability for universities to

increase home/EU undergraduate tuition fees and that information on the University website needed to be clear and accurately reflect the current legal position.

Post Meeting Note: The accuracy of the information on the website was confirmed.

- (b) International Matters: There was ongoing uncertainty concerning the status of other EU nationals post-Brexit and universities were continuing to lobby on this issue. A House of Lords amendment to the Higher Education and Research Bill would remove international students from the UK's migration figures. There was growing support for the #WeAreInternational campaign and links had been made with the #YouAreWelcomeHere campaign in the US.
- (c) Partnerships: The President & Vice-Chancellor highlighted the crucial role of high-quality partnerships beyond government both in the UK and overseas, drawing attention to recent announcements from Boeing and McLaren, which open up further opportunities. The University was seeking a more holistic approach to developing partnerships; work with alumni and efforts to strengthen the involvement of senior leadership in key relationships were highlighted.

3. MINUTES OF THE MEETING HELD ON 19 OCTOBER 2016

The Minutes of the meeting held on 14 December 2016, having been circulated, were approved as an accurate record.

4. MATTERS ARISING ON THE MINUTES

There were no matters arising on the Minutes.

5. MATTERS REQUIRING APPROVAL

Senate received and noted a summary of the matters within the Reports from Committees of the Senate and Other Matters sections of the Agenda for which Senate's formal approval was sought.

REPORTS FROM STATUTORY BODIES

6. REPORT ON THE PROCEEDINGS OF THE COUNCIL

(Meeting held on 6 February 2017)

Senate received and noted the Report on the Proceedings of the Council.

REPORTS FROM COMMITTEES OF THE SENATE

7. REPORT OF THE LEARNING AND TEACHING COMMITTEE

(Meeting held on 15 February 2016)

Senate received and approved the Report, including:

- (a) Lecture Capture: Senate noted the positive progress in this area, in particular with respect to infrastructure, support and guidance.
- (b) Programme Level View: Senate noted progress on developments in this area and that a programme level view was intended to enhance student learning and support staff in working more effectively and efficiently. It was noted that the

following academic departments would be involved in the pilot phase developments: Chemical and Biological Engineering; Economics; English; Psychology; and the School of Health and Related Research.

- (c) 'Inclusive Teaching and Learning in HE as a Route to Excellence': Senate noted the new national guidance published by DfE and intended work to consolidate, identify potential gaps, and better signpost to work and good practice.
- (d) Programmes of study: Senate approved the new, significantly amended, suspended and discontinued programmes approved by Faculties since 15 November 2016.
- (e) Amendments to the General Regulations: Senate approved the proposed changes to the General Regulations in relation to fees and student discipline subject to:
 - including in Regulation 2 a definition of the distinction between “temporary” and “provisional” registration;
 - correcting the typographical error in proposed Regulation 48;
 - further consideration of proposed Regulation 40 - that a student would be liable in the case of a sponsor's failure to pay a student's tuition fee - and of the particular impact this could have on postgraduate students;
 - amendment of the new set of 'Notes for Students on Tuition Fees' section 2.5 (viii) to insert the word 'normally' to make clear that for students studying at the English Language Teaching Centre the fees are normally charged on a weekly basis.
- (f) Sheffield Graduate Attributes: Senate endorsed the Committee's approval of the revised Sheffield Graduate Attributes. It was clarified that the wording used for the Sheffield Graduate Attributes did not exactly match that used by the QAA as the Sheffield version reflected the spirit of the QAA wording whilst also incorporating the Sheffield context. It was also clarified that the phrase “authentic challenges” referred to the more practical application of subject-specific knowledge to real world problems.

8. REPORT OF THE RESEARCH AND INNOVATION COMMITTEE

(Meetings held on 08 February 2017)

Senate received and approved the Report, including an expansion to the Committee's membership to include an AMRC representative and the Head of Research Partnerships and Engagement in Research and Innovation Services.

Attention was drawn to preparations for the Research Excellence Framework (REF) 2021. There have been differing views within the sector, particularly in relation to: inclusion of all staff for assessment; the decoupling of outputs from staff; portability of outputs. It was anticipated that HEFCE would publish initial decisions on the implementation of the next REF in the summer.

It was reported that research integrity was an issue receiving greater attention within Government. The next five year Knowledge Exchange strategy had been submitted to HEFCE and HEFCE approval of the strategy meant that the University qualified for future Higher Education Innovation Funding (HEIF).

9. REPORT OF THE RESEARCH ETHICS COMMITTEE

(Meeting held on 01 February 2017)

Senate received and approved the Report, noting:

- (a) Breaches of the Ethics Policy Governing Research Involving Human Participants, Personal Data and Human Tissue: Following a recent case the Committee was

investigating the ways that expert opinion is sought, with a view to providing greater clarity in the Policy regarding when ethics approval is required. Faculties were reminded of the requirement to ensure that all research activities involving human participants, personal data or human tissue have appropriate ethics approval in place. When a sub-group of the Committee is required to consider a potential breach of the Ethics Policy, up to two weeks is required in which to provide a response.

- (b) Annual report of breaches of the Ethics Policy Governing Research Involving Human Participants, Personal Data and Human Tissue: Attention was drawn to a report on ethics breaches during the period September 2015-January 2017, with the majority of cases the result of students and/or new staff not being fully aware of the requirements of the Ethics Policy.
- (c) UREC workshop: A workshop would be held on 17 May on the ethical risks, and challenges in maintaining research integrity that can arise when undertaking research in developing countries.
- (d) Membership: Professor Dave Petley, Vice-President (Research & Innovation) had joined the Committee and Mr Jason Briggs, representative for the Professional Services, had left the Committee.

10. REPORT OF THE SENATE BUDGET COMMITTEE

(Meeting held on 22 February 2017)

Senate received and approved the Report, noting a summary of the meeting with Provost and Deputy Vice-Chancellor and the further meeting scheduled for 29 March. The Committee believed it was important to ensure that the revenue costs of any capital investment were fully taken into account, and that the institution's structure did not create barriers to inter-Faculty working. A certain level of cross-subsidy was viewed as important and necessary.

Attention was drawn to the review of capital expenditure currently taking place. The latest revision to the Indicative Resource Allocation 2017/18 included the financial effects of the Staff Release Scheme (SRS). The Committee's view was SRS had been successful in achieving its aims, however, SRS savings alone would not be sufficient to close the financial gap, and further work was required.

During discussion the President and Vice-Chancellor clarified that there was not currently a desire for the institution to take on more borrowing, and updated Senate on the Faculty Reflection. The current arrangement of faculties was introduced in 2007 and as part of its introduction a commitment was given to reflect on its effectiveness. The purpose of the Faculty Reflection was to explore both the ways in which faculties have contributed to the success of the University and the extent to which enhancements could be made to ensure success in research, teaching and learning. The Reflection would be undertaken in a careful and measured manner, and it would provide an opportunity for discussion, including through focus groups and larger open town hall-type events. Discussion concerning future structures would, if needed, take place as a later phase and could involve a Senate sub-group. The outcomes of the reflection would be synthesised and discussed by Senate and Council in due course. Further information would be provided in an email to be sent to all staff on 17 March.

The President of the SU reported that the SU broadly welcomed changes to the senior executive and organisational structure outlined in January 2017 but stressed the importance of maintaining the quality of student facing services.

REPORTS FROM COMMITTEES OF THE COUNCIL

11. REPORT OF THE ESTATES COMMITTEE

(Meeting held on 13 January 2017)

Senate received and noted the Report of the Estates Committee.

12. REPORT OF THE FINANCE COMMITTEE

(Meeting held on 23 November 2016)

Senate received and noted the Report of the Finance Committee.

OTHER MATTERS

13. QUARTERLY FINANCIAL RESULTS SUMMARY

Senate received and noted the financial results for the three months ended 31 January 2017.

14. REPORT ON ACTION TAKEN

A Report on action taken since the last meeting of the Senate was received and noted.

15. MAJOR RESEARCH GRANTS AND CONTRACTS

A Report listing major research grants and contracts awarded since the last meeting of the Senate was received and noted.

These Minutes were confirmed at a meeting

held on 21 June 2017

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