

**MINUTES OF THE UNIVERSITY OF LIVERPOOL SENATE (1021)**

**27 JANUARY 2021 / MEETING HELD REMOTELY VIA ZOOM**

<p><b>Present:</b></p>	<p>The Vice-Chancellor (in the Chair), Pro-Vice-Chancellors Professor Birch, Brown and Professor Hollander, Executive Pro-Vice-Chancellors Professor Beveridge, Professor Kenny and Professor van der Hoek, Associate Pro-Vice-Chancellors Professor Endfield, Sheffield, Spelman-Miller, and Professor Yates, Dr Adeyemi, Professors Albadri, Atkinson, Balogun, Bearon, Berry, Buse, Dr D Colquitt, Costello, Professor Chalus, Clegg, Cosstick, and Professors Dong and Endfield, Dr Ferrero, Professors Forkert-Smith, Foxhall, Gibson, Guillaume, Dr Heath, Professor Konev , Leek, Dr Madine, Malathouni, Professors Mair, Marshall, McGowan, Morris, O'Halloran, Dr Ormandy and Parameswaran, Professor Patterson, Poole, Saunders, Schewe, Scott, Semple, Sheard, Professor Tackley and Teubner, Dr Timme, Professor Vieira de Mello, Williams, Professor F Watkins and Professor Youngson.</p> <p>The President, Deputy President and one of the Vice-Presidents of the Liverpool Guild of Students and the student representatives from the Faculty of Health and Life Sciences and the Faculty of Science and Engineering were present as representatives of the student body.</p>
<p><b>Apologies:</b></p>	<p>Received from 7 members of the Senate.</p>
<p><b>In Attendance:</b></p>	<p>Mrs L King (Committee Secretary), Keith Watkinson (Director of HR) and Darren Mooney (Equality and Diversity Officer).</p>

**1. Disclosures of Interest**

- i. Members were asked to disclose any interest that could give rise to conflict in relation to any item on the agenda. No such interests were disclosed.

**2. Minutes of the Previous Meeting held 4 November 2020**

**AGREED:**

- i. The minutes of the meeting held on 4 November 2020 should be approved as an accurate record.

## **STRATEGIC MATTERS FOR DISCUSSION**

### **3. Diversity and Equality**

#### **RECEIVED:**

- i. A presentation summarising key points on Equality and Diversity from three reports:
  - Diversity and Equality Annual Report 2019/20
  - Statutory Pay Gap Report 2020
  - Athena SWAN Annual Report

#### **REPORTED:**

- ii. The Diversity and Equality Annual Report 2019/20

Senate received an overview of key activity underway to implement the Equality Action Plan, high level data and KPIs to illustrate progress and meet statutory reporting obligations. The report would be published on the University's website following approval by Council.

- iii. The Statutory Pay Gap Report 2020

The presentation included the results of the University's Gender, Ethnicity, Disability, and Sexuality Pay Gap calculations based on a March 2020 snapshot. It was noted that the removal of casual and zero hours staff as a result of Covid-19 had not impacted figures significantly.

- iv. The Athena SWAN Annual Report

Updates were provided on University Athena SWAN activity ahead of the development of the next Athena SWAN application and action plan which would be submitted in November 2021. It included information on progress on planned activity, additional activity undertaken in response to Covid-19 and changes to Athena SWAN criteria.

### **4. Student Success Framework**

#### **RECEIVED:**

- i. A report from the Associate Pro-Vice-Chancellor for Education (HSS) on the Student Success Framework.

**REPORTED:**

- ii. The Student Success Framework was presented to Senate, giving an overview of how the University would organise and govern activity related to the success of all students, undergraduate and postgraduate, taught and research. The Framework articulated the basis from which the University would collectively support student academic, personal, and future success, across every level of the University. Each of these strands had an associated Board charged with articulating targets against each objective, driving activity to meet those targets, and monitoring progress.
- iii. The Framework would act as a 'live document', and so the targets and objectives could be reviewed and refined as necessary to respond to emerging themes and student needs.
- iv. Oversight of the Framework would be informally carried out by the Education Advisory Group and formally by the Education Committee. The Framework had undergone significant consultation, and had been reviewed by a number of Committees across the governance structure.
- v. Following approval of the Framework, the next steps would include to:
  - Consider how to fully embed the Framework into the overall institutional Strategy
  - Establish targets for each strand, and then regularly monitor performance and implementation of these targets
  - In addition to the above, fully embed performance monitoring into the institutional quarterly reports (produced by Strategic Planning) which were reviewed at the University's senior committees.

**AGREED:**

- iv. Senate recommended approval of the Framework and attached EQIA to Council.

**5. Update to Policy on Student Conduct and Discipline**

**RECEIVED:**

- i. A report summarising updates to Policy on Student Conduct and Discipline - Appendix I - Non-Academic Misconduct Offences and Indicative Sanctions

**REPORTED:**

- ii. Following recommendations from the Equality and Human Rights Committee Working Group, and subsequent report, the Policy on Student Conduct and Discipline Appendix I - Non-Academic Misconduct Offences and Indicative Sanctions had been updated to define specific offences related to protected characteristics.
- iii. Prior to the policy being updated, if a student committed an offence which a Board of Discipline believed to be racist, sexist, homophobic, ableist, or arose from discrimination against any protected characteristic, it was treated as an aggravating factor to a pre-existing offence.
- iv. Following the roll out of the new reporting tool, Report and Support, there was evidence that more complaints of this type were being made. In turn, to ensure penalties were more consistently applied it was necessary to clearly define the nature of and sanctions for these offences.

**NOTED:**

- v. Guild Officers commented that the policy update was a positive step in providing better protections to students who faced discrimination. They hoped the document could remain responsive to case law, specifically related to the protected characteristic of 'gender reassignment' in order to further protect people who identify as Non-Binary/Gender Fluid. Colleagues agreed to meet and discuss this key issue in more detail, and confirmed that the document was live and would remain adaptable to legislation.

**AGREED:**

- vi. Senate recommended the update on the Policy on Student Conduct and Discipline Appendix I - Non-Academic Misconduct Offences and Indicative Sanctions and attached EQIA to Council for approval.

**6. Peer Review Policy**

**RECEIVED:**

- i. The revised Peer Review Policy

**REPORTED:**

- ii. The Peer Review Policy was revised following a 2020 PwC audit of Research Bidding Pre-Award Peer Review. Relatively few changes had been made to the policy, reflecting that the existing process was well-run. The focus and principles of the policy remained the same (e.g. improving the quality of applications, supporting researcher career progression and contributing to a supportive environment for researchers), but this revised policy increased the offer, including more opportunity for ECR engagement, a new peer review newsletter and more briefing events to share best practice and hear from successful PIs. EDI monitoring and unconscious bias training were also being embedded into the Peer Review process.
- iii. Senate received a presentation which highlighted the fantastic outcomes delivered by the University's Peer Review College, and its future aims and objectives.

**AGREED:**

- iv. Senate approved the updates to the Peer Review Policy.

## **7. REPORTS OF THE SUB COMMITTEES**

### **7.1 Research Integrity and Governance Committee Annual Report**

**RECEIVED and NOTED:**

- i. A paper is to providing an annual report on the activity of the Research Integrity and Governance Committee. The report covered the 2019-2020 academic year and covered the following:
  - The work of the Committee in upholding and developing the robustness of the University's research integrity framework, as well as the progress on the recommendations within the research integrity review
  - Significant items to report from the subcommittees of the Research Integrity and Governance Committee.

### **7.2 Research and Impact Committee\***

**RECEIVED and NOTED:**

- i. A report of the Research and Impact Committee, held on 14 January 2021, covering the following items:

- Peer review policy (covered in full by Senate agenda item 6) for approval.
- Researcher Development Concordat Action Plan for endorsement.

### 7.3 PGR Committee\*

#### **RECEIVED and NOTED:**

- i. A report from the PGR Committee held on 11 January 2021, covering the following items:
  - Doctor of Dental Science Registration Periods
  - PGR Annual Review Summary Report 2019/20

### 7.4 Education Committee\*

#### **RECEIVED and NOTED:**

- i. A report from the Education Committee held on 13 January 2021, covering the following items:
  - Student Success Framework
  - Update to Policy on Student Conduct and Discipline Appendix I - Non-Academic Misconduct Offences and Indicative Sanctions
  - Diversity and Equality Annual Report 2019/20
  - Results of Taught Student Pulse Surveys and OfS 2019 PGT Survey
  - Supporting Student Mental Health and Wellbeing

## **8. Business from the Faculties**

### 8.1 Department of Modern Languages and Cultures: Name Change Proposal

#### **RECEIVED:**

- i. A proposal from the Faculty of Humanities and Social Sciences to change the name of the department of Modern Languages and Cultures to include the subject of film.

#### **REPORTED:**

- ii. Numbers of students taking film studies had been growing for a number of years, but the subject was not very visible to existing students (reflected in a lack of belonging to the department) and prospective students (reflected in a lack of clarity on where the programme sat). The name change was expected to impact positively on admissions of both UG and PGT students in this subject as well as enable the high-quality research being carried out by staff in the department to be more visible to external partners. The timeline for implementing this proposal was for the start of the 2021/22 academic year.

**AGREED:**

- iii. That the name should be changed from the Department of Modern Languages and Cultures to the Department of Languages, Cultures and Film.

## **9. Other Items for Approval / Note**

### 9.1 Accounts of the University for the Year Ended 31 July 2020\*

**RECEIVED and NOTED:**

- i. The accounts of the University for the Year Ended 31 July 2020

### 9.2 Report on Actions Taken by the Chair on Behalf of Senate\*

**RECEIVED and NOTED:**

- i. A report containing details of action taken by the Vice-Chancellor on behalf of the Senate in relation to the recommendation for approval of:
  - Liverpool Assessment Support Measures
  - Update to Code of Practice on Assessment – Appendix D – Annex 3: Regulations for Online Assessments Taken During Covid 19 Pandemic Situation 2020-21 and All Cohorts.

## **10. Date of Next Meeting**

The next meeting would take place on Wednesday 24 March 2021.