



**MINUTES OF THE UNIVERSITY OF LIVERPOOL SENATE**

**MEETING HELD ON WEDNESDAY 28 JUNE 2023**

<b>Present:</b>	Professor T Jones (Vice-Chancellor, Chair), Dr A Adeyemi, A Al-Irhayim (Student Representative), Dr A Alsalloum, Professor K Atkinson, Professor L Anderson, Professor J Balogun, Professor M Baylis, Professor K Bennett, Dr M Berenbrink, Professor N Berry, Professor F Beveridge, Professor J Bridgeman, Professor G Brown, Professor I Buchan, Professor P Buse, Professor R Chiverrell, Professor K Coleman, Dr S Cornell, Dr L Corner, Dr C Costello, Professor J Curran, Professor M D'Onofrio, Professor G Endfield, Professor C Eyers, Professor A Fell, Professor B Gibson, Professor L Harkness-Brennan, E Hatch (Guild Vice-President), Dr N Helassa, Professor A Hollander, B Holt (Student Representative), Professor G Kemp, Professor L Kenny, A Lavercombe (Student Representative), Professor C Leek, Dr H Little, Professor G Lynall, Professor D Mair, Dr C Malathouni, K Manley (Guild Deputy President), Professor A Marshall, Professor C McGowan, Professor P Murray, Professor V Mitsilegas, Professor K O'Halloran, Professor E Patterson, Professor S Pickard, Professor D Prescott, Professor S Rocha, Dr M Rose, Professor H Scott, Professor S Sheard, Professor L Sheffield, Professor P Shirlow, Professor R Smith, Professor M Speed, Professor H Stalford, Professor J Surroca, Professor T Teubner, Professor M Towsey, Professor W van der Hoek, Professor T Walley, Professor F Watkins, Dr B Wilm and Dr J Wolf.
<b>Apologies:</b>	Dr H Arnolds, Professor R Bearon, Dr C Belfrage, Professor P Clegg, Professor L Crolley, L Dubbins (Guild Vice-President), Dr L Gahman, Dr K Furman, Professor D Jeater, Professor B Konev, Professor A Lyons, Professor D MacEwan, Dr E Ormandy, Dr S Parameswaran, Professor I Prior, V Samuels (Guild President), Professor C Welsch, and Professor R Williams.
<b>In Attendance:</b>	University Secretary and General Counsel, K Ryan, Governance Officer, L King, Governance Officer, K Cross, and Head of Governance and Deputy Secretary, E Leonard.

**1. Disclosures of Interest**

Members of the Senate were invited to disclose any interests in relation to the items on the agenda. None were raised.

**2. Minutes of the Previous Meeting**

**2.1 Minutes of the Meeting Held on 29 March 2023**

**AGREED:**

- i. The minutes of the previous meeting should be accepted as an accurate record, subject to the following amendment to minute 5.iv:
  - "The review was commissioned by Audit Committee and therefore focused on the key controls rather than granular details of the change

process in order to provide assurance from a governance perspective. However, it was felt by some members of Senate that as a result the scope of the audit was limited, and did not cover the project in its entirety, ***which had been promised ‘to ensure complete transparency and scrutiny’ in the minutes of Senate and Council in June 2021 and July 2021, especially as the audit only covered the period until May 2021, whereas the University itself had announced the end of Project SHAPE in September 2021.*** Members commented that it would have been beneficial to include the redundancy process and the financial risks arising from the contravention of the San Francisco Declaration on Research Assessment (DORA)."

### 3. Vice-Chancellor's Report

#### RECEIVED and NOTED:

- i. A report from the Vice-Chancellor on University and sector wide news covering:
  - University updates
  - New University strategy
  - Senior team recruitment
  - Rankings
  - Improvements to paternity/maternity/adoption leave
  - Open days
  - Graduation
  - Welcome Week
  - Higher Education sector and political updates
  - Industrial action at UK universities
  - Civic engagement
  - Work on LCR Investment Zone bid
  - International student recruitment
  - House of Lords Inquiry: Office for Students
  - Publication of guidance letter on operation of Research England for 2023-24
  - Research Excellence Framework 2028.

#### STRATEGIC MATTERS FOR DISCUSSION

### 4. Strategy 2031

#### RECEIVED:

- i. An update presentation from the Vice-Chancellor on the development of Strategy 2031.

#### REPORTED:

- ii. The new strategy would set out the clear and ambitious goal to become a Top 100, globally recognised University.
- iii. The consultation period would run from 12 June – 14 July 2023. The high-level strategic framework would be presented to Senate at a special meeting on 19 September 2023, it would then be taken for approval to Council and launched in October 2023.

**NOTED:**

- iv. It was important to use in house expertise to find solutions to difficult problems. The University was engaging with its own researchers around net zero initiatives. This included colleagues from the Faculty of Science and Engineering, FRCS and ULMS.

**5. Future Research Assessment Programme Update**

**RECEIVED:**

- i. A presentation on the Future Research Assessment Programme.

**REPORTED:**

- ii. The four UK higher education funding bodies were launching the Future Research Assessment Programme, which led to a vision that future assessment exercises would seek to underpin high quality, rigorous research that was open to all. It would also foster an inclusive, collaborative and engaged system that would connect research with wider society. Senate received an update on the FRAP and how this would impact REF2028:
  - In practice, this meant **a number of changes to future REF exercises**. This included a new approach to determining research volume, drawing directly from HESA data rather than assessment of individuals. Institutions would no longer be required to attribute outputs to individual staff members with minima and maxima.
  - **Rebalanced definition of excellence with increased focus on people, culture and environment:** Changes to the three assessment elements used would allow REF 2028 to recognise and reward a broader range of research outputs, activities and impacts and reward those institutions that strive to create a positive research culture and nurture their research and research-enabling staff.
  - **Broader evidence base to support assessment:** Changes for REF 2028 include an expansion of the definition of research excellence to ensure appropriate recognition is given to the people, culture and environments that underpin a vibrant and sustainable UK research system.

**NOTED:**

- iii. The structure of REF2028 and its focus on people, culture and environment aligned well with Strategy 2031

**6. RISE White Paper**

**RECEIVED:**

- i. A paper detailing the conclusions and recommendations of the RISE Project.

**REPORTED:**

- ii. Following the Phase 3 RISE consultation, involving over 500 colleagues, the paper detailed the conclusions and recommendations as follows:
  - 1. *Minute redacted due to commercial sensitivity*

2. *Minute redacted due to commercial sensitivity*
3. *Minute redacted due to commercial sensitivity*
4. *Minute redacted due to commercial sensitivity*
5. *Minute redacted due to commercial sensitivity*

**NOTED:**

- iii. Thanks were extended to Senate members for their engagement and comments over previous months; this was a vital piece of work and one which was crucial to 'get right'.
- iv. A number of suggested amendments to the paper were submitted in writing, and where possible were incorporated into the final version submitted to Council. The following comments were raised during the meeting:
  - *Minute redacted due to commercial sensitivity*
  - *Minute redacted due to commercial sensitivity*
  - *Minute redacted due to commercial sensitivity*
- v. Ultimately, the paper was pragmatic, clear and provided a reasonable solution to difficult and complex issues. It was important for the institution to start working towards REF2028 with a shared vision, and RISE facilitated this.

**AGREED:**

- vi. The following amendments should be made to the paper following input from Senate:
  - *Minute redacted due to commercial sensitivity*
  - *Minute redacted due to commercial sensitivity*
  - *Minute redacted due to commercial sensitivity*
- vii. Senate recommended approval of the RISE White paper and its recommendations to Council.

**7. 100 Days Survey Outcome**

**RECEIVED:**

- i. A summary of the 100 days survey outcomes.

**REPORTED:**

- ii. This was the fourth year of the survey which was aimed at evaluating the attitudes and experiences of new students as they arrived at the University.
- iii. Data contained in the report was based on a combination of surveys undertaken during the first 100 days of the semester. In total, 758 students participated across each of the surveys. Of these, 19% were from S&E; 26% HLS; 55% HSS.

- iv. The survey highlighted that challenges still remained in helping assure students with known disabilities that help and support were available – although concerns reduce over the period.
- v. Students from Black and Minority Ethnic backgrounds were very positive about the University and more likely than White students, by the end of Welcome Week, to feel supported and engaged. However, there is some evidence to suggest that these feelings reduced over the first few weeks of the semester.

**AGREED:**

- vi. Colleagues were working to promote financial support available to students in light of the cost of living crisis, and agreed it would be helpful to incorporate this more into welcome activities.
- vii. The term 'BAME' was not particularly helpful, and was being replaced with updated terminology. The University was working with the Guild to agree a name to replace 'BAME' for staff and student networks.

**8. Equality Objectives Action Plan (2022 – 2028)**

**RECEIVED:**

- i. An update to Senate in relation to a new equality action plan, which outlined four core equality objectives and sub-objectives, broken down by staff and student requirements.

**REPORTED:**

- ii. The purpose and aim of the Equality Objectives Action Plan (2022 – 2028) was to make significant and sustained progress in four specific EDI related areas over the next five academic years, in order to enhance and positively impact the experience of staff and students, creating a more inclusive culture and environment for all.
- iii. The core objectives of the plan were as follows:
  - Increase diversity & representation within our staff & student (UG, PGT & PGR) population
  - Make significant improvements to enhance staff & student (UG, PGT & PGR) experiences, with a particular focus on those who identify as People of Colour & or Disabled
  - Promote a culture where bullying and harassment is not tolerated (with a particular focus on sexual harassment, racism and sexism)
  - Reduce the awarding gap between BAME/PoC and White UG students (with a particular focus on Black student outcomes).

**NOTED:**

- iv. Thanks were extended to the EDI team in progressing the action plan. Updates to Senate would continue.

## **BUSINESS FROM FACULTIES**

*No business received from the Faculties*

## **REPORTS FROM COMMITTEES**

### **9. Education Committee**

#### **RECEIVED:**

- i. A report on the discussion and decisions made by the Education Committee at its meeting held on 16 June 2023 covering:
  - Student Attendance Policy Revisions
  - Suspension Request Process Terminology Changes
  - Target setting for participation of home undergraduate students in international experiences
  - Student Protection Plan
  - Safe & Welcoming Campus Board Terms of Reference / Student Mental Health & Wellbeing Board Terms of Reference
  - Sir Alistair Pilkington Awards & Learning & Teaching Student Experience Awards
  - Student Trusted Contacts Policy
  - Policy and Procedure for Responding to a Student Death
  - Graduate Outcomes Survey (GOS)
  - PGT Student Experience Proposals
  - Access & Participation Plan (APP)
  - Joint meeting with Research & Impact Committee.

#### **AGREED:**

- ii. The above items should be approved.

### **10. PGR Committee**

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

- i. A report on the meeting of the PGR Committee held on 6 June 2023. Senate was asked to note the following:
  - An update to Appendix 3 of the PGR Code of Practice: Policy and Procedures on the Academic Progress of Postgraduate Research Students
  - An update to the Annual Progress Review template in Tulip
  - An update to Appendix 4 of the PGR Code of Practice: PGR Policy on Plagiarism and Dishonest Use of Data.

### **11. Research & Impact Committee**

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

- i. A report on the meeting of the Research & Impact Committee held on 22 June 2023. Senate was asked to approve the following:
  - RISE Phase 3 Update (covered under item 6)

- Export Control Policy (covered under item 15)

And to note:

- TRAC Return
- Research Contribution.

**AGREED:**

- ii. The above items should be approved.

**12. Collaborative Provision Committee**

**RECEIVED and NOTED:**

- i. A report on the meeting of the Collaborative Provision Committee held on 6 April 2023.

**OTHER ITEMS**

**13. Knowledge Exchange Framework [KEF3] Narrative Statement Submissions**

**RECEIVED:**

- i. The KEF3 narrative statements submitted to Research England in September 2023.

**REPORTED:**

- ii. In March 2023 the University submitted its narrative statements to Research England, that would be published alongside KEF3 results in September 2023. This included:

- Institutional context
- Local growth and regeneration
- Public and Community Engagement – which also includes a self-assessment score.

- iii. While KEF was designed to be a low burden, metrics-based exercise, Research England have not been able to identify sufficiently robust metrics to express the range of activities that take place across all perspectives.

- iv. Narrative statements are therefore used to supplement the single metric provided for local growth and regeneration, and to evidence our self-assessment of public and community engagement.

**NOTED:**

- v. Senate was informed that Research England would undertake a high-level review of all narrative statements but they would not be externally assessed or scored.

**14. Payment Policy 2023/24: Student Programme Fees, Accommodation Fees, Fines and Charges**

**RECEIVED:**

- i. An updated version of the Payment Policy with tracked changes to show required annual updates.

**AGREED:**

- ii. The updated policy should be approved.

**15. Export Control Policy**

**RECEIVED:**

- i. A copy of the newly developed Export Control Policy. It defined the University's approach to Export Controls, which restricted the transfer or disclosure of sensitive goods, software, and technology to recipients and destinations outside of the UK.

**AGREED:**

- ii. The updated policy should be recommended for approval.