UNIVERSITY OF LIVERPOOL

Senate
MEETING HELD: Wednesday 25 June 2025, 2:00 PM — 4:30 PM BST
The Brett Building, Oxford Street

Present:	Professor T Jones (Vice-Chancellor, Chair), Professor T Ali, Dr H Arnolds, Professor J Balogun, Professor K Bennett, Professor F Beveridge, Professor R Black, Professor G Brown, P Brown, Professor P Buse, Dr V Chauvet, Professor R Chiverrell, Professor K Coleman, Professor D Colquitt, Professor L Colton, Dr L Corner, Professor A Cowan, Professor L Crolley, Professor P Drake, Professor G Endfield, L Everest, Professor A Fell, Professor B Gibson, Professor L Harkness, Dr N Helassa, Professor A Hollander, Professor P Hunter-Jones, Professor B Konev, Professor D Lane, Dr H Little, Professor G Lynall, Dr J Major, Professor C Mallanaphy, Professor T Marson, Professor J McInerney, Professor V Mitsilegas, Dr S Parameswaran, Professor E Patterson, Dr M Rose, Professor H Scott, Professor M Senior, Professor S Sheard, Professor R Stokes, Professor J Surroca, Professor T Teubner, Professor W van der Hoek, Professor F Vis, Professor F Watkins, Dr B Wilm, Dr J Woolf. Student Representatives: O Crosby, O Ibrahim, J Inturi, H Thompson.
Apologies:	R Bradbury, Dr C Belfrage, Dr M Berenbrink, Professor J Bridgeman, Professor I Buchan, Professor P Clegg, Professor J Curran, N Elbana, Professor C Eyers, Dr K Furman, Professor M Gairing, Professor M García- Fiñana, Professor D Jeater, Professor L Kenny, Professor P Lunn, Professor P McCormick, Dr S Maruna, Professor M D'Onofrio, Professor I Prior, Dr R Rylance-Graham, Professor C Semple, Professor J Slupsky, Professor M Towsey, Dr V Vass, Professor S Voelkel, Professor T Walley, Y Wells and Professor M White.
In attendance:	K Ryan (University Secretary and General Counsel), M Edge (Committee Secretary), K Cross, T Choudray, C Coulby, S Fairhurst, A Wells, and A Williams.

1. Disclosures of Interest

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

2. Minutes

2.1 Minutes of the Meeting Held 19 March 2025

RECEIVED and **AGREED**:

a. The minutes of the previous meeting should be approved subject to the following:

  i. To add the following to 15.1.a:

    a. "A request was made that the business case for the shift to 60% on-campus requirement for PS staff be shared with Senate. It was explained that there is no business case, rather the proposal was made on the basis of best practice in the sector."

  ii. To amend 2.2.2.b from "...recently circulated guidance document *Convene Accessibility Features* and *Downloading Committee Documentation*..." to "...*recently circulated guidance document Guidance on Committee Member Roles & Responsibilities*...".

3. Report on Action Taken by the Chair on Behalf of Senate

RECEIVED and **NOTED**:

a. A paper summarising the activity taken by the Chair on behalf of Senate. Since the last meeting, Chair's action had been taken on the following matters:

i. To approve the final wording for the appointment process to Senate for Heads of Level 1 Academic Units, following Senate's feedback and further work by the Senate Task & Finish Group.

ii. Following a recommendation from the Academic Quality and Standards Committee, to approve a range of ordinance proposals, namely:

- The creation of new programme ordinances for a new school for pharmacy and pharmaceutical sciences (approved by Council);
  a. A new Ordinance 68 – Degree of Master of Pharmacy
  b. A new Ordinance 69 – Degree of Bachelor of Science in Pharmaceutical Sciences
- A change in Ordinance 17 in respect of the creation of a new School of Pharmacy and Pharmaceutical Sciences
- A change in Ordinance 18 to list Bachelor of Medical Sciences (BMedSci) and Master of Pharmacy (MPharm) as degrees under the Faculty of Health and Life Sciences, and changing the abbreviation of the Doctor of Clinical Psychology award from DClinPsychol to DClinPsy
- Changes to Ordinances 37(A), 43, 44, 47(A), 48 and 50 to change references to 'suspension of studies' to 'interruption of studies'
- Changes to Ordinances 44 and 45 to change references to 'suspension of studies' to 'interruption of studies' and to change School of Health Sciences to School of Allied Health Professions and Nursing.

AGREED:

b. The action taken by the Chair on behalf of Senate should be endorsed.

4. Vice-Chancellor's Report

RECEIVED and **NOTED:**

a. A report from the Vice-Chancellor on University, sector wide and political news, covering:

i. <u>University Updates</u>: Retirements, QS Rankings, Educate North Awards, CEO Magazine Global MBA Rankings, UoL chair appointments for REF 2029 panel, UK Supreme Court ruling on legal definitions of sex with the Equality Act, Abercromby Square occupation, Staff Awards, Neonatal Leave policy.

ii. <u>Sector & Political Updates</u>: Immigration White Paper, Russell Group Vice-Chancellor Away Day, engagement with Government, Wirral and Cheshire stakeholder event, Alumni event with Michael Heseltine, meeting with Jacqui Smith MP, VC election to Board of Universities UK, sector news.

STRATEGIC MATTERS FOR DISCUSSION

5. India Update

RECEIVED and **NOTED:**

a. An oral update on progress to establish a University of Liverpool campus in India.
b. The formal launch of the University's new campus in Bengaluru had gone well, with a range of successful high-profile events being held in India.
c. It was the intention to provide a fuller update to Senate at a subsequent meeting.

6. Additional Considerations Policy

RECEIVED:

a. A copy of the new Additional Considerations Policy which had replaced the current Extenuating Circumstances Policy (Appendix M) and the Exemption from Late Penalties (ELP) process. A green – white paper approach had been adopted for this activity, with Senate initially providing feedback on an early draft at its meeting held in January 2025.

REPORTED:

b. The Policy would be implemented for academic year 2025/26.
c. The Policy aimed to simplify procedures for both students and staff, enhance the student experience, and reduce the administrative burden on academic colleagues by streamlining decision-making and improving efficiency.
d. The policy introduced the following key changes:
    i. 7-day extensions – All students may submit coursework up to 7 calendar days late without penalty. Exemptions may apply to specific modules, programmes, or modes of study.
    ii. Additional 7-day extensions for disabled students – All disabled students who have this as an approved reasonable adjustment may take up to 7 additional calendar days for coursework without needing to apply or declare.
    iii. Removal of late submission penalty period – Submissions made after the allowed extension period (7 or 14 days) will receive a mark of zero.
    iv. Resit opportunities removed for grade improvement – Students may no longer resit assessments for grade improvement, with exceptions only for postgraduate dissertations or where PSRB regulations apply.
    v. Decision-making shifted to Professional Services – Personal Extenuating Circumstances (PEC) requests will be assessed by Professional Services staff, removing the need for Extenuating Circumstances Committees and ensuring consistency and quicker decisions.

NOTED:

e. Updated guidance would be issued to staff to support the roll-out of the new Policy.
f. The Policy did not supersede the Code of Practice on Assessment. The Boards of Examiners retained discretion to use academic judgement when taking into account under performance.
g. The potential outcomes of an approved Personal Exceptional Circumstances (PECs) continued to retain flexibility where required. For example, if the component was worth 20% or less of the module mark, exemption from the assessment may be considered, provided that programme learning outcomes could still be met and it is not a must-pass component. Exemption would not

be permitted on clinical programmes and those with PSRB requirements.

h. A query was raised on the intention of section 3.4 – the wording would be reviewed, and if any changes were required these could be progressed via Chair's action.

i. A number of queries were raised by the Guild of Students, including:
   i. Whether the University could offer financial support for international medical students who were unable to take part in a clinical assessment or placement for reasons outside of their control. This was outside of the scope of the Policy but would be discussed outside of the meeting.
   ii. Whether summative assessment that fell on religious holidays could be rescheduled. Again, this was not part of the Policy but would be discussed further outside of the meeting. It was highlighted that this may not be possible due to timetabling constraints.

j. A number of concerns were raised around removing the option to resit for improvement. It was explained that this change placed the University in line with sector peers, and evidence from peers had suggested that this did not result in a decrease in student performance.

AGREED:

k. The broad principles of reducing burden on both staff and students and creating a fairer and more consistent system for students were welcomed by Senate.

l. A review should be undertaken on the Policy at the end of its first year of implementation to determine its effectiveness and whether any changes were required.

m. The new Additional Considerations Policy should be approved.

7. Curriculum Project Update

RECEIVED:

a. A paper seeking approval for the co-ordinated suite of Curriculum Project proposals.

REPORTED:

b. The proposals included:
   i. A new institutional learning framework informed by ten design principles, including the development of signature subject-level pedagogies, scaffolded progression, adoption of more inclusive and authentic assessment, and the effective use of digital and AI technologies.
   ii. Changes to programme assessment and curriculum structures including:
      - Ensuring a minimum number of required credits across different years of study
      - Encouraging the use of larger 30-credit modules to support more in-depth exploration of topics, enhance teaching resilience and reduce overall assessment
      - Encouraging greater use of diverse inclusive, authentic assessments to increase student satisfaction, and reduce pressure on exam scheduling and space utilisation
      - Implementing new assessment planning principles to reduce the risk over assessment and assessment bunching and improve staff workload and student satisfaction.
   iii. A new timetabling model that addressed long-standing scheduling challenges while retaining meaningful student choice.
   iv. A revised 2027/28 entry implementation timeline. The revised implementation timeline of E2027 would ensure academic programme teams had sufficient time to meaningfully plan and re-design their curriculum and communicate changes clearly to applicants.

c. The proposals were designed to enhance curriculum coherence, reduce over-assessment, improve timetabling efficiency, and positively impact academic and Professional Services staff workload.

NOTED:

d. It was recognised that the proposed programme assessment and curriculum structures may not be universally applicable due to specific programme design approaches, PSRB constraints or interdisciplinary complexities. A formal process would be established to enable academic teams to request exemptions from specific requirements where they could clearly demonstrate that implementation was not feasible in their context.

e. An update was required to page 12 as follows:

   o *Undergraduate programmes must align to a minimum of 150 credits in ~~mandator~~y required modules, progressively building optionality and specialism."*

f. Timetabling needed to be part of the conversation at the beginning of curriculum design – so that it could be published earlier with few clashes and changes.

g. The Curriculum Project was considering a streamlined process for programme approvals. A pyramid diagram showing a possible new process was presented to Senate as part of starting a conversation. This particular process was not submitted for approval at this stage and would continue to be refined taking account of feedback. Any new process would also enable areas to adapt and flex where necessary depending on the complexity of the programme approvals.

h. Operational concerns were raised around how combined and joint honours programmes could fit into the new timetabling structure. This would continue to be explored with areas. There was no intention to stop popular combinations.

i. A number of concerns were raised around the requirement for Undergraduate programmes to include at least one 30-credit module per year. As a compromise, it was agreed that there could be flexibility in this process and enable undergraduate programmes to incorporate 3 x 30 credit modules across the entire programme (rather than once per year), determined by the delivering department(s).

j. A comment was raised about assessment load for students and whether it was possible to limit the number of assessments within a defined period, particularly close to the end of semester. It was felt that it would not be possible to enforce this, but colleagues would be encouraged to be conscious of load and assessment bunching in their assessment setting.

k. A number of concerns were raised around the general principle that no single assessment type should normally account for more than 50% of the total assessment load across the programme. It was explained the purpose of this was to improve student experience and satisfaction, reduce pressure on exam scheduling, and improve efficiency and reduce costs by decreasing the volume of centrally managed, in-person time-controlled exams.

l. It was agreed to review the wording in Appendix A; Design Principle 4: to remove the insistence on formative assessment, to ensure the document was aligned to the intention of reducing assessment burden.

m. Overall, the Guild of Students welcomed the new proposals and highlighted that they believed this addressed a number of key concerns that had been raised by the student community.

n. Whilst not specific to this document, Senate discussed the growing influence of Artificial Intelligence in both teaching and assessment and agreed that it would be important for the University to provide clear guidance on this.

o. Guidance would also be developed to support colleagues in the implementation of the Curriculum Project work.

AGREED:

p. The following co-ordinated suite of Curriculum Project proposals should be approved:
  i. A new institutional learning framework
  ii. Changes to programme assessment and curriculum structures
  iii. A new timetabling model.

8. Development of a Scholarship and Impact Framework to Support the Narrative Statement PDR

RECEIVED:

a. A copy of the Scholarship and Impact (S&I) Contributions Framework.

REPORTED:

b. Following the implementation of a Research & Impact Framework and the Narrative PDR, a Scholarship and Impact (S&I) Contributions Framework had subsequently been developed to support Teaching and Scholarship colleagues in completing the narrative PDR.
c. The development of the S&I Framework had been mapped to the Narrative PDR. The S&I Framework would be rolled out across the University for 2025/26.
d. Training materials would be made available from August 2025 with a focus on reviewee and reviewer development and good practice in PDRs.

NOTED:

e. One minor change was required to the document, to ensure consistency across categories, as follows: Within the Scholarship and Impact Contributions (Supporting People table of examples);
  - 'Sustained contribution to enhancing equality, diversity and inclusivity for staff ~~across the Institution~~ in the Institute/School'.

AGREED:

f. The introduction of a Scholarship and Impact (S&I) Contributions Framework should be approved subject to the minor update above.

9. Senate Effectiveness Review: Update on Action Plan

RECEIVED and **NOTED:**

a. A copy of the second paper presented by the Senate Task and Finish (T&F) Group, which was established to further consider the implementation of the more strategic recommendations that arose out of the Advance HE Senate effectiveness review.
b. This paper was primarily focussed on responding to Advance HE Recommendation 7.
  - *The Education Committee and Research and Impact Committee become sub-committees of the Senate with a formal reporting line which is more closely aligned to the terms of reference. This will enable greater clarity of decision making through to the Senate which, in turn would report the substantive business to Council.*
c. Due to running out of time, this item would be deferred and progressed in due course.

BUSINESS FROM FACULTIES

No business was received from the Faculties.

REPORTS FROM SUB-COMMITTEES

10. Academic Quality and Standards Committee (AQSC)

RECEIVED and **NOTED:**

a. A report from AQSC, recommending approval of a new Assessed Work Retention Policy.

b. The Office for Students (OfS) required a record of students' assessed work to be retained for five years from the end of the programme of study. The Policy would be reviewed annually, including a review of all central and local systems in use for storing assessed work.

AGREED:

c. The new Assessed Work Retention Policy should be approved.

11. Joint Meeting of Education Committee and Academic Quality and Standards Committee

RECEIVED and **NOTED:**

a. A report summarising the discussion from a joint meeting of Education Committee and AQSC held on 15 May 2025. This special meeting had been arranged to consider the Additional Considerations Policy and the Curriculum Project proposals in advance of their submission to Senate.

12. Education Committee

RECEIVED and **NOTED:**

a. A report on the meeting of the Education Committee held on 11 June 2025, covering:

   i. Scholarship & Impact Contributions Framework
   ii. Student Conduct Policy – recommended for approval to Senate
   iii. Transforming Student Support Project (Strategy 2031)
   iv. Curriculum Pillar KPIs
   v. Student Protection Plan
   vi. Student Attendance Policy
   vii. Welcome Week 2025/25
   viii. Access & Participation Plan (APP) update
   ix. Report from Student Success Board (SSB)
   x. 100 Days 100 Voices 2024/25 Report on Actions
   xi. Guild Update
   xii. Update from The Academy.

13. Collaborative Provision Committee (CPC)

RECEIVED and **NOTED:**

a. A report on the meeting of CPC held on 10 April 2025. CPC had approved:
   i. A proposal for a Microcredentials pilot which centred on offering established introductory modules on a stand-alone basis, in one academic area (Computer Science)
   ii. The Liverpool Online interim Annual Monitoring Visit (AMV) report
   iii. A report on discussions and the teach out report for the London School of Architecture closure
   iv. The student exchange with Bond University, Australia
   v. Annual monitoring reports for the collaborative partnerships:
      - Carmel College (Science and Engineering Foundation Programmes)
      - Carmel College (Human and Animal Health Professions Foundation Programmes)
      - Wirral Metropolitan College (2+2 BSc Psychology)
      - HELP University, Malaysia (Articulation into L5 or L6 LLB. Law)
      - Taylor's University, Malaysia (Articulation into L5 or L6 LLB. Law)
      - Truman Bodden Law School (Franchise – LLB, Law and LLM International Finance: Law and Regulation).
   vi. Liverpool Internation College (LIC) Annual Monitoring Report 2023/24.

AGREED:

b. Following a recommendation from CPC, the renewal of the partnership with Brickfields Asia College, Malaysia, for a further five years should be approved.

14. Postgraduate Research (PGR) Committee

RECEIVED and **NOTED:**

a. A report on the meeting of the PGR Committee held on 5 June 2025, covering:
   i. ARAP/A*STAR IP Agreements
   ii. PGR Fee Discounts
   iii. XJTLU Updates
   iv. PGR Initiative Updates
   v. UKCGE Conference – to be hosted by the University in July 2026
   vi. 1+3 Model Route
   vii. Update from Academy.

AGREED:

b. Following a recommendation from the PGR Committee the following should be approved:
   i. Amendments to PGR Policy on Interruptions, Extensions and Extenuating Circumstances in relation to the viva (Appendix 6 of the PGR Code of Practice)
   ii. Amendments to the Executive DBA: to adopt the Professional Doctorate Framework (Appendix 17 of the PGR Code of Practice and Ordinance 67).

15. Research and Impact Committee (RIC)

RECEIVED and **NOTED:**

a. A report on the meeting of the RIC held on 11 June 2025, covering:
   i. Responsible Research and Innovation
   ii. The 'Big Five' Publisher Negotiations
   iii. Research Performance Report Q3.

b. The Responsible Research and Innovation paper set out guiding principles for researchers and research teams across the University who were undertaking funded and non-funded research, innovation or partnership activity. The document aimed to:
   i. Ensure that the University was compliant with funder terms and conditions following the Royal Society Audit of the week beginning 6 June 2025
   ii. Outline institutional procedures to ensure appropriate oversight to the potential reputational risks of partnership working
   iii. Provide greater clarity on our approach to the potential reputational risks of partnership working.
   iv. Provide researchers, their research groups, and colleagues with additional guidance in the context of working in partnership
   v. Introduce guiding principles for colleagues to consider when undertaking research or working in partnership.

c. Whilst a number of queries were raised at Senate it was agreed important for the University to have a clear policy and framework in place.

AGREED:

d. The Responsible Research and Innovation paper should be approved.

16. Thank You

There would be a range of membership changes on Senate over the summer, with a number of colleagues either retiring, stepping down from Senate, or not standing for re-election.

Senate wished to record its thanks to all for their support and valuable contributions.

17. Meetings Schedule 2025/26

NOTED:

a. The meetings schedule for next academic year would be as follows:
   - Wednesday 19 November 2025, 2pm
   - Wednesday 28 January 2026, 2pm
   - Wednesday 25 March 2026, 2pm
   - Wednesday 24 June 2026, 2pm.