

**SENATE**

**Minutes of the meeting held on 12 July 2023**

<b>Members:</b>	Professor Shirley Congdon (Chair) Professor Engobo Emeseh Mozalfa Ilyas Yakubu John Fatima Khan Dr William Martin Professor Martin Priest Tim Squire-Watts Dr Pete Twigg	Professor Prathivadi Anand Marian Hilditch Professor Rob James Dr Craig Johnson Hamza Khan Professor Iqbal Mujtaba Amit Rana Iqra Tabassum Professor Vishanth Weerakkody	Dr Keren Bielby-Clarke Faiz Ilyas Benjamin Jennings Dr Rhys Kelly Jonathan Marsden Colin Pickles Professor Amir Sharif Umar Taj
<b>In attendance:</b>	Andy Fitzpatrick Steve Gilley Caroline Lang Max Longstaff Ibrahim Mahmood Sally Neocosmos Jennifer Neville Gary McFarlane Riley Power Anita Sargeant Rachel Trawally Professor Sankar Sivarajah	CEO UBU (Item SEN110/22-23) Director of Infrastructure Hybrid (Branding Presentation) Hybrid (Branding Presentation) Lay Member of Council (Observer) Lay Member of Council (Observer) Hybrid (Branding Presentation) Deputy Director of People University Secretary Representing Professor Karen Stansfield Governance and Projects Officer (Secretary) Dean of School of Management	
<b>Apologies:</b>	Nasreen Akhtar Dr Emma Brown Professor Chris Gaffney Professor Zahir Irani Dr Jing Li Professor Karen Stansfield Elaine Wilkinson	Professor Udy Archibong Professor Felician Campean Professor Maryann Hardy Samina Karim Bryan Lightowler Paul Watson Professor Andrew Wilson	Professor Marina Bloj Sherif El-Khamisy Alison Harley Andrew Lang Chandri Pamnani Louise Wem Professor Alastair Wood

119.22-23 **Welcome and Apologies (oral report)**

- 119.1 The Chair welcomed new members to their first meeting and two lay members of Council whom had been invited to observe the meeting to support Council's role in ensuring the effective operation of academic governance and to gain additional insight in their understanding of the work of the Senate.

119.2 The Chair also thanked members whom attended their last meeting Dr Keren Bielby-Clarke and Professor Engobo Emeseh. It was noted that Maryann Hardy had been reappointed as Professor, Faculty of Health Studies until July 2026.

120.22-23 **Chair's Report (Document SEN102/22-23)**

120.1 The Vice-Chancellor noted her report that set out updates on key matters affecting the University, in addition to key engagements of the University.

120.2 The Vice-Chancellor highlighted:

- the Graduation ceremonies were being held w/c 17 July.
- The Chancellor, Anita Rani launched her debut novel at the Bradford Literature Festival hosted in the Great Hall University of Bradford.
- The University celebrated its 50<sup>th</sup> Anniversary of Peace Studies, the UK's first Peace Studies school, with a reception held at the House of Lords.
- the Higher Education Freedom of Speech Bill, had passed the final stage of scrutiny, and awaited Royal Assent this week, turning the Bill into an Act of Parliament. Noting the new legislation would include strengthening the existing Section 43 duty, that included extending this duty to cover the Students' Unions. The University would provide support to the UBU to manage their responsibilities.
- the International Student Barometer outcomes had been published, noting overall satisfaction has increased from 91% in 2021, to 92% in 2022. Given there was a bigger cohort it was good to see this had been maintained and slightly improved.
- the national UCEA boycott on assessment and examination period had commenced, and mitigation plans had been put in place. Impact was expected to be minimal, and it was noted that staff partaking would receive a 50% pay deduction due to breach of contract.

121.22-23 **Branding (Presentation)**

121.1 Senate received a presentation from Hybrid, external marketing specialists, on the work that was being undertaken on the University's brand development project. Hybrid described the brand essence and brand pillars that had been developed based on the University's values and narrative, and personality traits.

121.2 Hybrid explained the brand essence 'what difference makes' noting that this would allow the University to highlight and championing what difference we have and will continue to make. It was explained this was not a strapline for the University, but more engrained in the brand and all elements of the business of the university and the student and staff experience.

121.3 Hybrid were currently working through the narratives and engaging with stakeholders. Senate members were asked for their comments and reflections on the presentation. Senate members provided positive feedback on the brand essence, noting it was authentic, not static and future proofed. It was questioned whether the University was moving away

from a strapline, and it was explained that this was still being considered and the next steps included how it would be articulated, imagery and the colour palette.

#### 122.22-23 **KPI dashboard and delivery plans (Document SEN103/22-23)**

122.1 The University Secretary provided a brief update on the red rated KPIs that included the vacancy rate, BME progression gap, NSS academic support, Successful research grants over £250K and home undergraduate full-time students.

122.2 The Deputy Director of People provided an update on the vacancy rate and explained that there had been a high turnover rate last year, although this was not unique to the University. An additional 170 FTE posts had been filled during 2022/23 and the University was due to invest in additional vacancies within the 2023/24 budget. The vacancy rate was currently at 10% and work was being undertaken to move towards 7% for the next academic year.

#### 123.22-23 **Update on Growth Plan (Oral)**

123.1 The Vice-Chancellor provided an update on the University's Strategic Growth Plan, including the principles for growth, and the importance of increasing the market share on existing courses including a focus on the development of the pipeline of proposed new programmes.

123.2 The Vice-Chancellor noted the NHS Long Term Workforce Plan, setting out a clear direction for the long term, including training, retaining staff and improving productivity by working and training in different ways. Plans included the training of more health care practitioners, including nurses, doctors, dentists, midwives and physiotherapists. Once the impact of this was clarified, this may feature more in the growth plan. A strong emphasis included apprenticeships, noting the recent Ofsted visiting confirmed good progress had been made, and work in this area would be taken forward.

123.3 An update on progress made was outlined, noting 29 new programmes were at the phase one approval stage and were expected to translate to phase 2 . 9 programmes had been rejected, with insight into a further 9 programmes being undertaken. Noting the impact of the integrated planning round, planning for growth more efficiently than previously. Reflections were being undertaken on the process, including the need to publish the information to carry out the process earlier.

123.4 **Action:** update to be provided at the next Senate on progress made with phase 1 and CFO/DoI to confirm how this fits in to the budget plan (DVC/CFO/DoI).

123.5 Senate noted the challenges associated with the undergraduate market and the importance of an ongoing process of reviewing existing programmes. Highlighting the importance of the estate, outreach work with schools, having the right programmes to meet demand, and marketing further afield.

123.6 It was explained that the number of applications were up in engineering, however conversions were not being seen. A decliners survey had been circulated and it was noted an analysis of this would be presented to a future meeting.

123.7 **Action:** decliners survey analysis to be presented to Senate at a future meeting (DVC).

123.8 Key findings of the HEPI 2023 Student Academic Experience Survey revealed 76% of students felt that the cost of living crisis had affected their studies, which was concerning and had not been the top finding previously. This may result in students wanting to study more locally, however there were several competitors in the area. There had also been an increase in the number of students in paid employment, up from 45% to 55%. Noting the importance of adapting delivery and modifying the learning environment to suit different pedagogy styles for the future, including having the technology and spaces to better support hybrid learning and lecture capture.

#### 124.22-23 **Student Recruitment (Document SEN104/22-23)**

124.1 The Vice-Chancellor presented an update on final CAS numbers for the UBIC June 2023 intake, an update on the September 2023 recruitment position, and the marketing and recruitment activities for the clearing period.

124.2 Key risks for each recruitment market were highlighted, noting subject specific advertising focusing on subjects aligned with rapid growth. Conversion rates from offer to acceptance were broadly similar to 2022, however there were fewer applications. Noting whilst still behind targets clinical sciences and nursing had performed better than anticipated based on early applications and offer making.

124.3 Student-led content had been developed for clearing and the 'clearing priority pass' had been introduced, however the importance of support for clearing in order to attract the additional numbers not received in the main cycle was emphasised.

#### 125.22-23 **Academic Regulations 2023/24, and plan for Academic Regulations 2024/25 (Document SEN105/22-23)**

125.1 Senate noted there had been no changes to the regulations for 2023/24, and **approved** the Academic Regulations 2023/24. Process improvements included standardisation to communication of Assessment Committee and Board of Examiner outcomes and outcome data being made more readily available to programme teams to help identify 'at risk' students.

125.2 A high-level timeline was set out, providing the activities planned to undertake a comprehensive review, with a revised set of regulations for 2024/25. Senate also **approved** the proposed plan.

125.3 **Action:** new Regulations for 2024/25 to be presented to a future Senate for approval (PVC LTSE).

126.22-23 **Proposed update: Regulation 5 – Academic Misconduct Regulations 2023 (Document SEN105/22-23)**

126.1 The Academic Registrar presented the proposed changes to Regulation 5, noting the main amendments included:

- the removal of the procedure into a separate non-regulatory document to be more flexible to respond to the high volume of academic misconduct, in-line with good practice to not include the procedures within the policy documents.
- to include reference to the misuse of artificial intelligence programmes to account for changes in the use of AI related technology.

126.2 Senate **approved** the proposed changes to Regulation 5.

127.22-23 **Commercial Innovation policies and procedures (Document SEN107/22-23)**

127.1 The University Secretary presented the updated Intellectual Property Policy and Inventors Award Policy including two new procedures: Measuring Value in Commercialisation Procedure and Late-Stage Monitoring Procedure, which had been developed as a result of actions identified by an External Audit Review of the commercialisation function and process, and reviewed in light of the revised CMA guidance.

127.2 It was explained that these had been considered and recommended by the University Commercialisation Group, Executive Board and Learning and Teaching Committee in advance of submission to Senate.

127.3 Senate **approved** the policies and procedures: Investment Property Policy, Inventors Reward Policy, Measuring Value in Commercialisation Procedure and Late-Stage Monitoring Procedure.

128.22-23 **Student Contract 2024/25 (Document SEN108/22-23)**

128.1 The University Secretary presented the University's Student Contract 2024/25. The student contract has been reviewed and updated to include clarification in light of the revised CMA guidance to HEIs. No fundamental changes had been made.

128.2 It was questioned whether the student contract could be changed during the year and it was confirmed that it would not normally be changed mid-year, unless it would benefit the students, to provide clarity or due to a change in law.

128.3 Senate **approved** the Student Contract 2024/25.

129.22-23 **Academic Calendar 2024/25 (Document SEN109/22-23)**

129.1 The Academic Registrar explained that the review of the academic calendar had been undertaken by a task and finish group established by Executive Board. Extensive

consultation had been undertaken including academic colleagues and the Trade Unions. Three models had been developed and **Model B was recommended** for implementation from 2024/25 onwards.

129.2 All models included the following:

- reverting to a 12 week teaching model by bringing forward the start of Semester 1 a week earlier, and reducing Semester 1 examinations to one week. This would require a review of assessments per module to significantly reduce the number of examinations and commitment from Faculties to a review of assessment approaches as a priority action in early 2023/24, with support from LTSE, Registry and Student Administration.
- the earlier start of Semester 2, by bringing the end of Semester 1 before Christmas and only allowing the one week of semester 1 examinations.
- to maintain the three week winter break and the two week easter break.
- Model B made no other changes beyond those applied to all the proposed models.

129.3 A discussion took place around the number of scheduled examinations across the University which was becoming increasingly unsustainable. Noting that for all the models proposed, the changes to the academic calendar were reliant on a significant reduction in examinations and this required commitment to implement changes to assessments. It was explained that alternative methods to examinations enabled a more inclusive approach to assessment, and that authentic assessments and other ways of assessment other than examinations needed to be considered. Concerns were raised over AI in assessment. Positive feedback was received on the 12 week semester and completion of the semester before the Christmas break.

129.4 Model B was **approved** for implementation from 2024/25 onwards.

129.5 **Action:** To put in place stronger oversight of processes to reduce examinations and decreasing over assessment (PVC LTSE).

#### 130.22-23 **Student Success Report 2022/23 (Oral)**

130.1 The University Secretary explained that the report related to student progression and success and needed to include more detail in relation to risks in terms of progression and returning students, and the composition of this report would be taken forward following the realignment of the directorates. It was agreed that the PVC LTSE would be asked to produce the report for the next meeting of Senate, working with the Academic Registrar and Planning colleagues as required.

130.2 **Action:** Student Success Report to be presented to the next meeting of Senate (PVC LTSE).

#### 131.22-23 **UBU annual report (Document SEN110/22-23)**

131.1 The CEO UBU presented the annual report from the UBU on the 2022/23 academic year and provided an update on the main areas of support and engagements that had been delivered by the UBU.

- 131.2 The CEO highlighted the improvement in engagement in student societies and events in comparison to the previous year, noting that engagement had not dropped in February/March as had been encountered in the previous year. It was also noted that they achieved the highest number of student representatives over the last five years.
- 131.3 An update was also provided on the elections, noting the diversity of candidates and appointed officers. Eight officers had been appointed, of which two Sabbatical Officers had been reappointed (one to a different role) and two new Sabbatical Officers had also appointed, consisting of two male and two female appointments.
- 131.4 Senate discussed the report and thanked the Students' Union team for their work to support the students and societies, noting the importance of their part in the student journey to support their life balance, and engagement with the University to improve feedback and engagement.
- 131.5 It was noted that the CEO UBU was stepping down from his role, and he was thanked for all his work during his time in the role to support the Students' Union going from strength to strength.

132.22-23 **Ofsted report (Document SEN111/22-23)**

- 132.1 The Vice-Chancellor presented the report on the recent monitoring visit carried out by Ofsted, noting that apprenticeship provision had been rated as good in two areas and requiring improvement in the other two areas of judgement during the previous monitoring visit in March 2022. The monitoring visit took place in March 2023, and confirmed that reasonable progress had been made in all four areas and it was anticipated that the next full monitoring visit would be in 12 to 18 months.

133.22-23 **The Complete University Guide and Tables 2024 (Document SEN112/22-23)**

- 133.1 Senate received the detailed briefing report on the Complete University Guide and Tables 2024, and discussed the future improvements relating to student satisfaction, expenditure measures, student-staff ratios and continuation.
- 133.2 It was explained that the University had seen a decline in their ranking, some of which was anticipated. The methodology had changed this year to introduce a new continuation measure used to show how many students continued their studies after the first year. This new measure had impacted on the results, with a drop of 41 places from continuation compared to the previous ranking on degree completion. It was also noted that the number of students on foundation degrees not continuing to study at the university had impacted negatively on the continuation results. There was also an impact of increased student numbers on the student staff ratio and expenditure criteria.

133.3 It was questioned whether the University was still pursuing the idea of developing a medical school. It was explained that it would need to be financially sustainable and would be expensive to set up.

133.4 The importance of trying to retain students following completion of foundation degrees was discussed, including consideration of incentives in terms of fees and scholarships.

133.5 The significance of increasing spend on academic services and the estate was reiterated in order to affect SSR's and impact positively on the student experience. It was commented that it was good to see more active planning in relation to student staff ratios, and the prioritisation of this going forward to support increased student numbers.

134.22-23 **University's Safeguarding Policy Appendix D Procedures for Staff, Students and Visitors Who are under the age of 18 (Document SEN113/22-23)**

134.1 Senate considered the revised University's Safeguarding Policy and Procedures Appendix D: Procedures for Staff, Students and Visitors Who are Under the Age of 18, noting the amendments made in line with the recommendations of the British Council Accreditation of the Language Centre and its subsequent Inspection Report. This had already been circulated to the Safeguarding Steering Group and considered at Executive Board.

134.2 Senate **endorsed** the amendment to the University's Safeguarding Policy and Procedures Appendix D: Procedures for Staff, Students and Visitors Who are Under the Age of 18

135.22-23 **Proposal to change the approach of appointing to staff vacancies on Senate and Sub Committees of Senate (Document SEN114/22-23)**

135.1 The University Secretary presented for discussion the proposed change to the approach of appointing to Senate and sub-committees of Senate. Governance and Nominations Committee had previously agreed the process, subject to consultation with Senate.

135.2 The University Secretary explained that for non-ex-officio roles rather than an election process, it was proposed to use a more deliberate and targeted approach by inviting eligible constituents to submit 'expressions of interest' for staff vacancies, followed by a panel to consider the interests in replacement of an election. The context for change included recommendations from Athena Swan, the Race Charter and to generate more applicants than those received via the current process, and the intention to encourage more under-represented groups to apply. The TUUG had been consulted and changes had been made following feedback from this and the EIA process.

135.3 Senate discussed the proposal noting that the same issue had been observed for Faculty committees in the Faculty of Life Sciences in relation to nominees withdrawing once realising an election was required. It was discussed whether this process could be adopted for some positions rather than all, and to consider the membership of the panel as an independent group to Senate.



135.4 Following discussion at Senate, the University Secretary agreed to review how the proposal may be developed further.

135.5 **Action:** to review how the proposal could be developed further (University Secretary).

136.22-23 **People matters (Document SEN115/22-23)**

136.1 The report provided a summary on current matters relating to the workforce and the work being undertaken within the People and Organisational Development Service. Highlights included an update on the integrated planning process, UCU marking and assessment boycott, USS pension scheme valuation, and staff engagement work being undertaken.

136.2 The Deputy Director of People provided a summary on current matters:

- UCU Marking and Assessment Boycott- had a low impact and it was confirmed by the Academic Registrar that no students were late to graduate due to the marking boycott.
- Integrated planning round – additional staff investment for 2023/24 had been requested for consideration as part of next year’s budget,
- USS Pension Scheme Valuation– it expected to have an indication of the valuation over the summer. It was expected this would be good news and that benefits would be reinstated to pre covid levels, and that contribution rates would fall for employees and employers.
- Mental Health Charter - The Minister of HE had called for all universities to sign up to the Mental Health Charter Framework by 2024. The University was already working on reviewing this as a framework, with LTSE colleagues considering how to move forward on this.
- Improving staff engagement – opportunities to connect and collaborate were being developed, with planning of staff forum events to start in the new academic year.

**Strategy Updates on Faculty Priorities**

The Deans presented updates on Faculty priorities, highlighting key risks and developments within their Faculties on the four areas of LTSE, R&I, EDI and BCE:

137.22-23 **Faculty of Engineering and Informatics (Document SEN116/22-23)**

137.1 The Dean of FoEI highlighted the following points:

R&I:

- the focus on research bids this year had resulted in a significant increase in bids submitted.
- the inaugural Yorkshire Innovation in Science and Engineering Doctoral Research Conference with other universities, had a significant increase in submissions.
- with regards to the key risk related to postgraduate research student recruitment, the Dean confirmed they would fall short of the target, mitigations had been put in place to improve the student numbers but this would not improve instantaneously.

BCE:

- lots of STEM related activities were being undertaken, including events to engage school aged girls in computer science and cyber security.
- the recent Deans Dinner Event was contributing towards strengthening stakeholder links in the local community.
- noted the approval for the recruitment of a new Business Development Manager for new initiatives in educational training, to support the work of the Associate Directors.

LTSE:

- noted good progress against the sub-strategy implementation.
- the key risk related to the graduate outcomes survey data, noting that a number of the programmes scored below the OfS threshold of 60%. Programmes were undertaking reviews, alongside reviewing NSS and engagement and completion data. The data for 2020-21 had recently been released and it was noted that the majority of programmes that scored below the threshold were in teach out with small number of students, of those in teach out almost two thirds had two or less students enrolled. This impacted on the data for the outcomes.

EDI:

- noted lots of activity was being undertaken in this area.
- the key risks related to engagement with the online training for staff and students, and difficulty in gaining student data on completion rates.

138.22-23 **Faculty of Health Studies (Document SEN117/22-23)**

138.1 The Associate Dean for Business Development, attending on behalf of the Dean highlighted the following points:

R&I:

- noted the successful Applied Health Research away day.
- the successful NIHR bid for over £400,000 of funding.
- the recommissioning bid for the White Rose Doctoral Training Partnership, led by Sheffield University had made it to the final stage of interviews and the outcome was due in August.
- an expression of interest had been submitted to the Expanding Excellence in England Fund to enable the University to work on health technologies into the centre for digital innovation in Health and Social Care, and the bid had made it to stage two due for submission in September.
- the key risk related to staff time and resources available, however it was noted that they had recruited more staff with PhD and research background's and it was hoped this would make a difference going forward.

LTSE:

- the faculty had one programme falling below the OfS 60% threshold for graduate outcomes, this was in its final year.
- student led clinics had been successfully piloted in new areas of the portfolio and were being rolled out at two GP practices.

EDI:

- activities were ongoing in this area.
- the number of staff has grown exponentially, with successful recruitment being achieved including an increase in black, ethnic minority and other non-UK based backgrounds being appointed.

BCE:

- since appointment to the role of Associate Dean for Business Development, several meetings had been held to develop collaboration internationally including the University of Lahore, Healthcare UK, British Embassy in Manila, University of Kelaniya Sri Lanka and a successful Deans Dinner had been held, resulting in a pledge being agreed.
- the key risk related to the lack of clarity on NHSE workforce funding. It was unclear at this stage what postgraduate modules and programmes could be offered from September, however they anticipated funding for Radiography, and Advanced Clinical Practitioner programmes and for the Return to Practice module. No workforce development funding was expected to come in, with a limit of 70 places unless NHS trusts buy in the modules.

139.22-23 **Faculty of Life Sciences (Document SEN118/22-23)**

139.1 Due to time constraints this item was noted for information.

140.22-23 **Faculty of Management, Law and Social Sciences (Document SEN119/22-23)**

140.1 Due to time constraints this item was noted for information.

141.22-23 **Applications for Honorary, Visiting, and Emeritus Professor(s) (Document SEN120/22-23)**

141.1 Senate considered and **approved** an application for the Emeritus Professor appointment for Professor Fun Hu in the Faculty of Engineering and informatics for a period of three years with effect from 1 July 2023. Noting that the Professor had left the University in May 2023 having worked for the University since 2000, making significant contributions to the faculty and University and having an excellent track record of scholarly achievements and as a lead research academic. The faculty was keen for her to continue with her involvement in the Space Centre and her focus on research.

141.2 Senate considered and **approved** an application for the Honorary Professor appointment for Professor John Keady in the Faculty of Health Studies for a period of three years with effect from 1 July 2023.

141.3 Senate considered and **approved** an application for the Honorary Professor appointment for Sharif Kaf Al-Ghazal in the Faculty of Health Studies for a period of three years with effect from 1 August 2023.

142.22-23 **Learning and Teaching Committee (Document SEN121/22-23)**

142.1 Senate considered and **approved** the revised terms of reference and membership that had been through a review process and refreshed to ensure its fit with University Strategy and sector good practice.

143.22-23 **Research and Innovation Committee (Document SEN122/22-23)**

143.1 Senate **approved** the revised terms of reference that had been through a review process and refreshed to ensure its fit with University Strategy and sector good practice.

143.2 The Academic Registrar explained that following the disbandment of the Award Sub Committee, the Research Degrees Sub Committee requested that Postgraduate Researcher's (PGRs) registered on a PhD should be able to submit for assessment of MPhil as an exit award, and to include information on rescinding research awards.

143.3 Senate **approved** the proposed refinements to Regulation 10, and Ordinances 6, 7 and 8.

144.22-23 **Honorary Awards Committee (Document SEN123/22-23)**

144.1 The University Secretary presented for approval from recommendations at the Honorary Awards Committee held on 15 May 2023.

144.2 Senate considered the recommendations for eight honorary awards, which included three candidates for an Outstanding Contribution Award and five candidates for an Honorary Degree. No comments or questions were raised on any of the nominations.

144.3 Senate **approved** the recommendations for the eight honorary awards.

145.22-23 **Access and Participation Plan update (Document SEN124/22-23)**

145.1 Senate received and noted the report.

146.22-23 **Post 16 Vocational Qualification Reform (Document SEN125/22-23)**

146.1 Senate received and noted the report.

147.22-23 **University of Bradford International College (UBIC) update (Document SEN126/22-23)**

147.1 Senate received and noted the report.

- 148.22-23 **Prevent Duty update (Document SEN127/22-23)**
- 148.1 Senate received and noted the report.
- 149.22-23 **Faculty of Engineering and Informatics (Document SEN128/22-23)**
- 149.1 Senate received and noted the report.
- 150.22-23 **Faculty of Health Studies (Document SEN129/22-23)**
- 150.1 Senate received and noted the report.
- 151.22-23 **Faculty of Life Sciences (Document SEN130/22-23)**
- 151.1 Senate received and noted the report.
- 152.22-23 **Faculty of Management, Law and Social Sciences (Document SEN131/22-23)**
- 152.1 Senate received and noted the report.
- 153.22-23 **Register of Interests (Document SEN132/22-23)**
- 153.1 Senate received and noted the report.
- 154.22-23 **Minutes of the meeting on 26 April 2023 (Document SEN133/22-23)**
- 154.1 The minutes of the meeting held on the 26 April 2023 were approved by circulation prior to the meeting.
- 155.22-23 **Matters arising and action tracker (Document SEN134/22-23)**
- 155.1 Senate received and noted the updates on the actions from previous meetings.
- 156.22-23 **Chairs action: Academic calendar amendment 23/24 (Document SEN135/22-23)**
- 156.1 It was noted that Chair's Action had been taken on 25 May 2023 for the approval of amendment to a clerical error in the 2023/24 academic calendar.
- 157.22-23 **Draft agenda for Senate 1: 18 October 2023 (Document SEN136/22-23)**
- 157.1 Senate received and noted the report.
- 158.22-23 **Draft Schedule of Business 2023-24 (Document SEN137/22-23)**
- 158.1 Senate received and noted the report.

159.22-23 **Terms of reference and membership 2023-24 (Document SEN138/22-23)**

159.1 Senate received and noted the report.

160.22-23 **Any other business**

160.1 Senate thanked the Academic Registrar whom was leaving the University to teach in Japan, and the University Secretary whom was moving back to Scotland to work for the Judicial Office, noting the extensive impact of his work in Governance.

Secretary: Rachel Trawally, Governance and Projects Officer

Date: August 2023