

# Senate

Minutes of the meeting held on 10 May 2024 at 11:30

## Teams Meeting

### Members

#### Ex-officio:

President & Vice-Chancellor	Prof Max Lu*
Provost and Senior Vice-President [Chair]	Prof Tim Dunne
Pro-Vice-Chancellor, Education [Secretary]	Prof Emma Mayhew [interim]*
Pro-Vice-Chancellor, Research & Innovation	Prof Lisa Collins
Pro-Vice-Chancellor, Executive Dean, FASS	Prof Annika Bautz
Pro-Vice-Chancellor, Executive Dean, FEPS	Prof Bob Nichol
Pro-Vice-Chancellor, Executive Dean, FHMS	Prof Paul Townsend
Vice-President, Global	Patrick Degg
Associate VP, External Engagement (International)	Prof Amelia Hadfield
Associate Dean, Education, FASS	Assoc Prof Mark Ashton [interim]
Associate Dean, Education, FEPS	Prof Esat Alpay*
Associate Dean, Education, FHMS	Dr Dynatra Subasinghe
Associate Dean, Research & Innovation, FASS	Prof Rachel Brooks*
Associate Dean, Research & Innovation, FEPS	Prof Jin Xuan
Associate Dean, Research & Innovation, FHMS	Prof Deborah Dunn-Walters*
Chief Student Officer	Kerry Matthews*
Director of Academic Performance, Quality and Governance	Nick Moore
Director of Research, Innovation & Impact	Gill Fairbairn
Director, Institute for People-Centred AI	Prof Adrian Hilton
Director, Institute of Sustainability	Prof Lorenzo Fioramonti
President of the Students' Union	Jo Yau
VP Voice of the Students' Union	Kiara Kataike
	Kath Phillips

#### Nominated (FASS):

School of Law	Assoc Prof Dr Joshua Andresen
School of Literature and Languages	Assoc Prof Dr Constance Bantman*
School of Sociology	Prof Karen Bullock*
Guildford School of Acting	Prof Anna McNamara*

#### Nominated (FEPS):

Computer Science & Electrical Engineering	Dr Mariam Cirovic
Computer Science & Electrical Engineering	Prof Philip Jackson
Mechanical Engineering Sciences	Assoc Prof Dr Tan Sui
Sustainability, Civil & Environmental Eng	Dr Martin Walker

#### Nominated (FHMS):

School of Biosciences	Dr Mohammad Asim
School of Biosciences	Dr Terri Grassby
School of Psychology	Dr Charo Hodgkins
School of Health Sciences	Claire Tarrant

#### In attendance:

Governance Officer	Kelley Padley
Director of International Partnerships	Tom Windle [min 23/065]
Senior HR Business Partner (Academic)	Lois Moor [min 23/066]

\* denotes absence / apologies extended

## 1 INTRODUCTORY ITEMS

### 23/064 Apologies for absence

- .1 Apologies were received from Max Lu, Rachel Brooks, Deborah Dunn-Walters, Kerry Matthews, Constance Bantman, Karen Bullock, Anna McNamara, Esat Alpay and Emma Mayhew.
- .2 Senate welcomed the following members:
  - Lorenzo Fioramonti, Director of Institute of Sustainability
  - Nick Moore, Director of Academic Performance, Quality and Governance

## 2 ITEMS FOR APPROVAL / DISCUSSION

### 23/065 Transnational Education (TNE) Opportunity: BUV Franchise

- .1 Tom Windle, Director of International Partnerships, attended to present.
- .2 Senate were advised that the franchise model is the dominant form of TNE operated in Vietnam and that the British University Vietnam (BUV) has extensive, proven experience in successfully delivering franchised UK University programmes in addition to its own degree courses (offering degrees from, amongst others, the University of London, Staffordshire University).
- .3 BUV is endorsed by the British Council and, following an international review by the UK's Quality Assurance Agency (QAA), holds QAA university-wide accreditation.
- .4 The initial proposal is to enter into partnership with BUV for the franchise of three UG programmes. As outlined in the paper, BUV would be responsible for all day-to-day teaching and assessment delivery and Surrey would retain responsibility for quality oversight of the franchised programmes (including exam boards).
- .5 Senate noted that BUV do not offer PGT and would promote progression to Surrey PG programmes. Senate also acknowledged that partnering with a prestigious institution in Vietnam would aid Surrey's brand penetration in the country.
- .6 Senate queried the level of competition between the UK Universities franchising to BUV and were advised that BUV did not franchise-out discipline areas to multiple partners (i.e. Surrey would be the only University franchising in the selected subjects).
- .7 Senate **approved** the proposal for recommendation to Council.

### 23/066 Academic Promotions Criteria Process 2024

- .1 Lois Moor, Senior HR Business Partner (Academic), joined the meeting for this item.
- .2 Senate noted that changes to academic promotions had been staged over two years. The *process* for academic promotions had been approved in 2023 and changes to the *criteria* for promotion approved in 2024:
  - Senate approved significant changes to the promotions process in 2023 and applied it to the existing criteria;

- Senate approved the new criteria for Academic Performance (CfAP) in April 2023 for implementation in 2024.

The proposed amendments to the Promotion Process for Academic Staff were required in order to embed the new CfAP within the process.

- .3 The Chair summarised the key changes to the Process which included:
- Requirement for the Faculty Promotion Committee (FPC) and University Promotion Committee (UPC) to apply the CfAP with an understanding of the variable opportunities each candidate will have had to contribute to each Domain.
  - Creation of one form per 'track' (T&R Teaching & Research, TI Teaching Intensive, RI Research Intensive).
  - Creation of new Guidelines to support evidencing achievement relative to each Domain of the CfAP.
- .4 The Chair clarified that in 3.3 of the process (membership of the University Promotions Committee), PVC Executive Deans of Faculty would be present on the committee for receipt of all candidates originating from their Faculty.
- .6 Senate noted the Promotions 2024 timeframe. The Chair advised members that, whilst the online portal for submissions of applications would be open from 9 September to 6 October (a busy time of year for those with teaching responsibilities), the process and application forms should be launched in June thereby allowing time for all staff to give due consideration and thought to their applications.
- .7 Senators asked whether the later timeframe implemented for 2024 was proposed as the new timeline for the process going forwards. The Chair advised that a decision had not been reached with respect to timing of the process going forwards. The University would review the success of the timeline for the 2024 process. However, if the University were to return to a Q2 timeline this would not be until 2026 (to avoid running consecutive years' promotion processes back to back).
- .8 Senate discussed the 'two out of three' principle (which had been retained from the existing policy) and its application to the three 'tracks'. Senators acknowledged that for those on the intensive track (Teaching or Research) it may not be reasonable to expect their contribution to the other Domain to be at the required level. Senate discussed whether contributions made could be considered proportionate to their opportunity and whether these were the sort of judgements the promotions committee (FPC and UPC) should be empowered to make (perhaps a set of normative expectations that committees can work with could be devised to support such judgements). Senate agreed to retain the 'two out of three' principle and that further consideration be given to the definition accompanying it / application of it.
- .9 There was broad support for the proposed changes to the Academic Promotions Criteria Process 2024. Senate **agreed** the Provost and Senior HR Business Partner (Academic), would revisit the process in light of feedback received at Senate. Further to liaison with appropriate Faculty channels on the final documentation, the process, application forms and guidance would be launched in June 2024.

### 3 CLOSING ITEMS

23/067 AOB

.1 None.

**23/068 Dates of next Senate meetings 2023/24**

.1 Tuesday 25<sup>th</sup> June 2024