

Senate

Minutes of the meeting held on 06 June 2025 at 12:00

Oak Suite

MINUTES

Members

Ex-officio:

Interim Vice-Chancellor [Chair]	Prof Tim Dunne
Provost and Senior Vice-President	Vacant
Pro-Vice-Chancellor, Education [Secretary]	Prof Eunice Ma
Pro-Vice-Chancellor, Research & Innovation	Prof Lisa Collins
Pro-Vice-Chancellor, Executive Dean, FABSS	Prof Annika Bautz
Pro-Vice-Chancellor, Executive Dean, FEPS	Prof Bob Nichol
Acting Pro-Vice-Chancellor, Executive Dean, FHMS	Prof Roberto La Ragione
Vice-President, Global	Patrick Degg*
Associate VP, External Engagement (International)	Prof Amelia Hadfield*
Associate Dean, Education, FABSS	Prof Mark Ashton[interim]
Associate Dean, Education, FEPS	Prof Esat Alpay
Associate Dean, Education, FHMS	Dr Dynatra Subasinghe*
Associate Dean, Research & Innovation, FABSS	Prof Glenn Parry
Associate Dean, Research & Innovation, FEPS	Prof Jin Xuan
Associate Dean, Research & Innovation, FHMS	Prof Deborah Dunn-Walters*
Acting Chief Student Officer	Emma Rowsell
Director of Academic Performance, Quality & Governance	Nick Moore
Director of Research, Innovation & Impact	Gill Fairbairn
Director, Institute for People-Centred AI	Prof Adrian Hilton*
Director, Institute for Sustainability	Prof Ravi Silva[interim]*
President of the Students' Union	Liam White
VP Voice of the Students' Union	Luana Vasconcelos

Nominated (FABSS):

School of Law	Assoc Prof Dr Joshua Andresen
School of Literature and Languages	Assoc Prof Dr Constance Bantman
School of Music and Media	Dr Femi Adeyemi-Ejeye
School of Law	Claire Lillywhite
School of Economics	Prof Ricardo Praca Cavaco Nunes
Vacancy	

Nominated (FEPS):

Computer Science & Electrical Engineering	Dr Mariam Cirovic*
Sust, Civ and Env Eng	Dr Ana Andries
Computer Science & Electrical Engineering	Dr Rizwan Ashgar*
Sust, Civ and Env Eng	Dr Lirong Liu
Mechanical Engineering Sciences	Prof Mahmoud Shafiee
Chemistry and Chemical Engineering	Dr Michael Short*

Nominated (FHMS):

School of Biosciences	Dr Mohammad Asim*
School of Biosciences	Dr Terri Grassby
School of Psychology	Dr Charo Hodgkins
School of Psychology	Dr Eleanor Ratcliffe
School of Veterinary Medicine	Dr Giovanna Nalesso
School of Veterinary Medicine	Dr Charlotte Maile

Nominated (PGR Student)	FEPS PGR Student	Chunlin Chen
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In attendance:	Governance Officer [minute taker] Associate Director, HR Business Partnering	Kelley Padley Lois Moor
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* denotes absence

** denotes absence, but represented by an alternate

1 INTRODUCTORY ITEMS

24/057 Apologies for absence

- .1 Apologies were received from Patrick Degg, Amelia Hadfield, Dynatra Subasinghe, Deborah Dunn-Walters, Ravi Silva, Adrian Hilton, Mariam Cirovic, Rizwan Ashgar, Michael Short and Mohammad Asim.
- .2 The Chair welcomed members to this additional meeting of Senate which had been convened to consider two items from the Optimising Academic Achievement (OAA) workstream:
 - Amendments to the Academic Promotions Process.
 - Introduction of a Academic Pathway Transfer Process.
- .3 The Chair advised Senate that whilst he was undertaking the Interim VC and President role, Annika Bautz (PVC, Executive Dean, FABBS), was leading on the OAA workstream on behalf of the Provost.

2 ITEMS FOR APPROVAL

24/058 Academic Promotions Process

- .1 Lois Moor, Associate Director (HR Business Partnering) presented the proposed amendments to the Academic Promotions Process.
- .2 Two-year gap post unsuccessful application
Senators queried the requirement for an academic to leave a two-year gap before reapplying post an unsuccessful application. LM explained that there was an element of discretion to the decision as to when an academic could re-apply and noted the process indicated 'normally': academics were not precluded from applying within a 2-year period. Senators acknowledged there was the potential, as currently articulated in the documentation, that academics would be dissuaded from re-applying (even though they may have secured an impressive grant or similar since the initial application) and that they may look instead to move to another HEI for career development. Senate **agreed** consideration should be given to nuancing the guidance with respect to the two-year gap to, for instance:

‘You should consider reapplying in 2 years but, should the evidence you have to support an application change within this timescale, you are welcome/encouraged to submit an application sooner’.
- .3 End of probation period
It was understood that an academic within the normal period of probation could apply for promotion provided they had met all requirements outlined in their probation and had therefore been deemed to have passed probation (effectively, one’s probation period could be fast-tracked

for approval where the individual has met all requirements prior to the expected probation end date and then they *would* be eligible to apply for promotion). Senators felt some further clarity should be provided within the probation documentation ie. the probation period is deemed to have been passed once the Dean signs off the probation paperwork.

.4 References for Associate Professor Applications

Following robust consideration, Senate **agreed** the following with respect to references for Associate Professor Applications:

- 1 internal reference would be *required* (ideally, the nominated internal referee would be agreed with the Head of School).
- 1 external reference would be *requested*. It will be made clear that the nominated external referee will be contacted by HR on X number of occasions (number to be agreed). If the reference is not received after this number of contacts the non-submission will *not* be material to the promotion application.

.5 Choice of Academic Promotions Process or Academic Pathway Transfer Process

Senate **agreed** the Academic Promotions Process would be updated to specify that academics may only apply through one of these processes in an academic cycle (i.e. they must choose whether to apply for Promotion or Pathway Transfer).

.6 Senate **approved** the amendments to the Academic Promotions Process subject to the changes requested in minutes 24/058.2 - .5 above.

24/059 Academic Pathway Transfer Process

.1 Annika Bautz (PVC, Executive Dean, FABSS) and Lois Moor (Associate Director, HR Business Partnering) presented the proposed process

.2 Opportunity for academic to request to transfer to another pathway on a lower level

Whilst Senate appreciated the ability to transfer pathways should not be seen as linked to demotion, and agreed that ordinarily the expectation was that an academic should transfer at the same level, they agreed the opportunity for an academic to request to transfer to a lower level should be included: enabling an academic to pursue the option of dropping down a level and then building back up. Senate agreed this could be included within the guidance via an asterix or footnote.

.3 Quality of evidence relative to the pathway and level applied for

Senate acknowledged that the quality of evidence an individual could provide should be commensurate with the pathway and level that the individual wishes to transfer onto but Senate also felt there should be articulation of the fact that the volume of that evidence would be commensurate with opportunity.

.4 Academics on Probation

The drafted process was silent on probation and it was **agreed** that the Pathway Transfer Process should be updated to reflect the approach to probation taken in the Academic Promotions Process: permit an academic to apply for transfer provided they had been deemed to have completed their probation period (see minute 24/058.3 above).

.5 Choice of Academic Promotions Process or Academic Pathway Transfer Process

Senate **agreed** the Academic Pathway Transfer Process would be updated to specify that academics may only apply through one of these processes in an academic cycle (i.e. they must choose whether to apply for Promotion or Pathway Transfer).

- .6 Senate **approved** the introduction of the Academic Pathway Transfer Process subject to the changes requested in minutes 24/059.2 - .5 above.

3 CLOSING ITEMS

24/060 AOB

- .1 None.

24/061 Dates of next Senate meetings 2024/25

- . Monday 23 June