

CONFIRMED

## **SENATE BUSINESS COMMITTEE**

### **Minutes of the meeting of 15 January 2025**

*Present:* Karl Leydecker (Chair), Scott Allan, Nick Forsyth, Richard Hepworth-Young, Miles Rothoerl, Jo-Anne Murray, Diane Skatun, Samantha Waters with Rachael Bernard (Clerk) in attendance

*Apologies:* David Anderson

610 The Chair welcomed members to the meeting to agree the agenda for the 4 February Senate.

#### **Approval of the minutes of the meeting held on 12 November 2024**

611.1 The Committee approved the minutes from 12 November noting that the amendments to the remit were included on the agenda from the current meeting.

#### **Updated Revised Remit and Composition**

612.1 The Committee considered the amendments made following the meeting in November.

612.2 The Committee suggested several changes to wording to ensure that the remit was clear around requirements for arranging external speakers and the consideration of items by circulation, including cross-reference to Senate Standing Orders.

612.3 It was agreed that the remit should be further updated before being circulated to the Committee and being included for approval at Senate in February.

**Action: Clerk**

#### **Draft Agenda for the meeting of the Senate on 5 February 2025**

613.1 Discussions of the draft agenda focused on the importance of ensuring sufficient time would be available for discussion of the recommendations from the review of the Change Management process.

613.2 It was agreed that time would be reallocated from the education updates and added to the Change Management item.

613.3 It was noted that the full title for the research item would be 'Research Impact - REF2029 Update'.

[Clerk's note: Due to issues with the timing for paper circulation to Senate and meeting times it was agreed to include the Knowledge Exchange item at the March meeting of Senate]

### **Annual Senate Survey 2025: Draft proposal and timeline**

- 614.1 The Committee discussed the proposals for the next senate survey.
- 614.2 The Committee agreed that there was a benefit to undertaking the survey ahead of the next external effectiveness review scheduled for 2025/26.
- 614.3 The Committee agreed that the style of survey used for the University Court was not appropriate for use with Senate due to the elected nature of the majority of the membership.
- 614.4 The Committee agreed that the survey should take a format similar to that used in previous years which invited members to share their responses in a personal context.
- 614.5 It was agreed that plans for the survey should be revised and brought back to the next meeting.
- 614.6 The Committee agreed that the timings should be amended to enable the survey to be undertaken in the current academic year with the results scheduled for consideration at the beginning of 2025/26. This would enable the significant number of newly elected members from October 2024 to have gained more experience of the operation of Senate before completing the survey.

### **Election of Senate Assessors to the University Court**

- 615.1 The Committee approved the proposed arrangements for the election of Senate Assessors to Court to replace Diane Skatun and Joachin Schaper.

### **Senate Assessor Election Outcome**

- 616.1 The Committee noted that Richard Hepworth-Young had been elected to replace Neil Vargesson as Senate Assessor on Court until 30 September 2026.

### **Dates of meetings in 2024/25**

- 617.1 The Committee is invited to note the dates of meetings to be held in 2024/25