

SENATE BUSINESS COMMITTEE

A meeting of the Senate Business Committee will be held at **11 a.m. on Wednesday 23 September 2020** via Teams.

Rachael Bernard
Academic Registrar
(r.bernard@abdn.ac.uk)

AGENDA

FOR DISCUSSION

1. **Approval of the minutes of the meeting held on 3 June 2020** **SBC20-21:01**
2. **Remit and Membership** **SBC20-21:02**
3. **Draft Agenda for the meeting of the Senate on 21 October 2020** **SBC20-21:03**
4. **Review of the Operation of the Senate in 2019/20 & Re-commencing Effectiveness Review**

The Committee is asked to reflect on the operation of the Senate in 2019/2019 and to consider whether there may be any ways to further enhance the effectiveness of the Senate. The Committee is also asked to discuss recommencing the paused Effectiveness Review

5. **Senate Election Autumn 2020** **SBC20-21:04**

FOR INFORMATION

6. **Senate Elections**

The Committee is invited to note the outcome of the Senate elections conducted at the end of last academic year as detailed below:

The following have been elected to serve on the Senatus Academicus from 01 October 2020 until 30 September 2024 (except where indicated otherwise)

Business School

Cheryl Dowie
Thereza Raquel Sales de Aguiar

School of Divinity, History Philosophy

Joachim Schaper

School of Education

Mary Stephen
Yvonne Bain

School of Language, Literature, Music & Visual Culture

Amy Bryzgel
Tom Rist

School of Law

Zeray Yihdego

School of Social Science

Andrew McKinnon

School of Biological Sciences

Isla Graham

School of Medicine, Medical Sciences & Nutrition

Wenlong Huang (until 2022)

Samantha Miller

Chantal den Daas

Diane Dixon

Alasdair MacKenzie

Pietro Marini

Kathryn Martin

Aravinda Meera Gunupalli

Mintu Nath

Neil Vargesson

Shantini Paranjothy

Bettina Platt

Valerie Speirs

Gareth Jones

Dawn Thompson

Delma Childers

School of Engineering

Dragan Jovicic

Ekaterina Pavolvskaia

Russell McKenna

School of Geosciences

Alex Brasier

Rebecca Crozier

School of Natural & Computing Sciences

Matthew Collinson

Georgios Leontidis

7. Dates of meetings in 2020/21

The Committee is invited to note the dates of the meetings to be held in 2020/21:

- Tuesday 3 November 2020 at 3.00 p.m.
- Monday 14 December 2020 at 10.00 a.m.
- Thursday 18 February 2021 at 10.00 a.m.
- Tuesday 13 April 2021 at 10.00 a.m.

SENATE BUSINESS COMMITTEE**Minutes of the meeting of 3 June 2020**

Present: Karl Leydecker (Convener), Steve Cannon, Ondrej Kucerak, Ruth Taylor, Kath Shennan, Marion Campbell, Kirsty Kiezebrink, Graeme Nixon, Michelle Pinard, Abbe Brown, Amy Bryzgel Alfred Akisanya, Helen Martin, Scott Styles, Neil Vargesson, Iain McEwan and Rachael Bernard (Clerk)

Apologies for absence were received from: Cecilia Wallback, Allan Sim

472. Minutes

472.1 With a minor amendment the Committee approved the minutes of the meeting held on 29 April 2020.

473. Draft Agenda for the meeting of the Senate on 18 June 2020

473.1 The Committee noted that there would be an update on the Covid response, but that this would not be as extensive as the coverage at the last meeting of Senate.

473.2 Regarding the planned update for Senate on the KPIs for Aberdeen 2040, the Committee noted that these had been put out to the University community for consultation through the staff eZine. Discussion at Senate was intended to centre on prioritisation of the KPIs.

473.3 The Committee noted that the item on Governance for Trans-National Education (TNE) would be led by Richard Wells. The paper to be considered at Senate would also be included for consideration at the Policy and Resources Committee, before being submitted to Court.

473.4 The Committee queried the relationship between the planned document on TNE governance and the previously Senate approved procedures. It was confirmed that those procedures were being incorporated within the proposed governance structure,

473.5 It was noted that it was not anticipated that there would be anything significant in terms of a REF update available in time for the scheduled Senate meeting

474. Election of non *Ex Officio* Members to Senate

474.1 The Committee agreed that the scheduled elections for new Senate members should go ahead, despite the current off-campus working environment.

474.2 The Committee was in agreement that the proposed longer timeline for the election should be followed.

474.3 It was agreed that members should encourage new and younger staff members to consider standing for election to Senate.

475. Dates of meetings in 2020/21

475.1 The Committee is noted the dates of the meetings to be held in 2020/21 as follows:

- Thursday 17 September 2020 at 10.00 a.m.
- Tuesday 3 November 2020 at 3.00 p.m.
- Monday 14 December 2020 at 10.00 a.m.
- Thursday 18 February 2021 at 10.00 a.m.
- Tuesday 13 April 2021 at 10.00 a.m.

UNIVERSITY OF ABERDEEN

Senate Business Committee
(23 September 2020)

SENATE BUSINESS COMMITTEE
(*Sub-Committee of Senate*)**1. COMMITTEE TITLE**

SENATE BUSINESS COMMITTEE

2. DATE OF ESTABLISHMENT

October 2006

3. CONVENER AND ADMINISTRATIVE SUPPORT AREA

Convener: Senior Vice-Principal
Clerk: Academic Affairs (Registry)

4. PURPOSE

The Senate Business Committee has a primary role to agree Senate agendas. In order to engage Senate in open debate, the Senate Business Committee also identifies for each meeting of Senate at least one major strategic topic for discussion.

The Committee has delegated responsibility from the Senate to approve the appointment of Senate members or representatives to University Committees and the schedule for Senate elections.

5. REMIT: (*To be reviewed annually at first meeting of committee cycle*)

The primary role of the Senate Business Committee is to agree Senate agendas.

In order to engage Senate in open debate and to inform future policy and development by sub-committees for subsequent approval by the Senate, it has been agreed that the Senate Business Committee should identify at least one topic for discussion of a major strategic issue at each Senate meeting. This would not preclude such topics being included on the agenda *ad hoc* in response to, in particular, national consultations and major issues that emerged during the course of an academic year that the University should address.

The Senate Business Committee, in drafting Senate agendas, should also decide, as deemed appropriate whether an external speaker (e.g. from the Scottish Funding Council, the Scottish Executive, Universities Scotland, the Higher Education Academy) should be invited to address the Senate on a topic of current interest or debate within the HE sector.

The Senate Business Committee is also asked to determine the timing of consideration, by the Senate, of annual reports from the Senior Vice-Principal, the central Vice-Principals and the University Secretary.

6. COMPOSITION AND QUORUM:

- The Senior Vice-Principal (Chair)
- University Secretary
- The Senate Assessor on the Policy & Resources Committee

- The Chairs of the following Committees:
University Committee on Teaching & Learning
Quality Assurance Sub-Committee of UCTL
Undergraduate Sub-Committee of UCTL
Postgraduate (Taught) Sub-Committee of UCTL
Research Policy Committee
- Dean of the Graduate School
- President of the Students' Association
- Eight elected members of Senate elected for a two year term of office
- AUSA Rep (nominated by Student President)

Quorum: 50%

ACCOUNT TO BE TAKEN OF EQUALITY AND DIVERSITY IN MEMBERSHIP

7. MEMBERSHIP

Karl Leydecker
Steve Cannon
Neil Vargesson
Ruth Taylor
Kath Shennan
Abbe Brown
Kirsty Kiezebrink
Marion Campbell
Graeme Nixon
Cecelia Wallbeck
Iain McEwan (until September 2021)
Amy Bryzgel (until September 2021)
Scott Styles (until September 2021)
Allan Sim (until September 2021)
4 vacancies
Ondrej Kucerak
Clerk: Rachael Bernard

8. REPORTING LINE/PARENT COMMITTEE AND INTERFACE WITH OTHER COMMITTEES

Formal reporting line:	Senate
Interface with other committees:	Undergraduate Committee, Postgraduate (Taught) Committee, Quality Assurance Committee, UCTL, Research Policy Committee

9. FREQUENCY AND TIMING OF MEETINGS

The Committee will meet at least five times per year (September, November, December, February and April)
Meetings between 10am – 4pm in accordance with University Policy.

10. PUBLICATION OF PAPERS

Cognisance will be taken of the University's Publication Scheme and Agenda papers will be made available on web pages/StaffNet where possible.

UNIVERSITY OF ABERDEEN

**SENATUS ACADEMICUS
Wednesday 21 October 2020**

The next meeting of the Senate will be held on **Wednesday 21 October 2020** at **1.00 p.m.** via **Microsoft Teams**.

Staff and student members of the University are welcome to attend meetings of the Senate as observers. Those wishing to do so are asked to respect the formal nature of the proceedings and the understanding that no intervention or lobbying will be permitted from non-members who may be invited to leave when items of confidential business are to be considered. Non-members wishing to attend are asked to notify academicservices@abdn.ac.uk by 11am Wednesday 21 October.

Agenda

1. Approval of Agenda
2. Approval of Minutes of 18 June 2020
3. Update from Principal
4. Report from the University Court

Items for Discussion to Provide an Academic View

5. Governance Review Update
6. International Partnerships Update

Any Other Items for Discussion

7. Opportunity for Senate members to raise any other items of academic interest for discussion.

Items for Routine Approval or Information**8. Items for Routine Approval**

- 8.1 Report from the University Committee on Teaching & Learning

9. Items for Information

- 9.1 Report from the University Committee on Teaching & Learning
- 9.2 Senate Election Outcome
- 9.3 Additional Senate Election

9.4 Senate membership of Senate Business Committee

9.5 REF Update

Notes

Formal Business and Questions for the Principal

Any member of Senate wishing an item for routine approval or for information to be brought forward for discussion or to propose an amendment to the Minutes of the last meeting or to put a question to the Principal on general matters is asked to email the Academic Registrar no later than by 5.00 p.m. on Monday 19 October 2020, indicating the reasons for their request.

UNIVERSITY OF ABERDEEN
SENATE BUSINESS COMMITTEE
(23 September 2020)

ELECTION OF MEMBERS TO THE SENATUS ACADEMICUS

There are currently vacancies for elected members of the Senate, as under:

a.	School of Divinity, History & Philosophy	2 vacancies
b.	School of Language, Literature, Music and Visual Culture	1 vacancy
c.	School of Law	1 vacancy
d.	School of Social Science	2 vacancies
e.	School of Biological Sciences	2 vacancies
f.	School of Psychology	2 vacancies
g.	School of Geosciences	1 vacancy
h.	School of Natural and Computing Sciences	1 vacancy

All vacancies are until 30 September 2024.

The following arrangements are approved to fill the current vacancies, using electronic voting processes:

- | | | |
|-----|----------------------------|---|
| (a) | Friday 23 October 2020 | Nomination forms issued to all electors by the Interim Secretary |
| (b) | Wednesday 4 November 2020 | Latest date for return of nomination forms to the Interim Secretary |
| (c) | Friday 6 November 2020 | Voting papers issued to all electors by the Interim Secretary |
| (d) | Wednesday 18 November 2020 | Latest date for return of voting papers to the Interim Secretary. |

The closing time for receipt of Nominations and Voting Papers to be 5.00 p.m.

Eligibility to propose candidates, stand, and vote, in the election will be open to all academic and research staff of Grade 6 and above in the relevant constituencies who are not members of Senate *ex officio*.