

## SENATE BUSINESS COMMITTEE

### Minutes of the meeting of 18 October 2023

*Present:* Karl Leydecker (Chair), Scott Allan, Chantal Den Daas, Nick Forsyth, Richard Hepworth-Young, Rhiannon Ledwell, Diane Skatun, Tracey Slaven, Ruth Taylor, Neil Vargesson, and Rachael Bernard (Clerk)

*Apologies were received from:* Mary Stephen, Zeray Yihdego

**573** The Chair welcomed members to the meeting and reminded the Committee that the main function of the Senate Business Committee was to set the agenda for meetings of Senate. It was agreed that the Committee's remit would be recirculated to members after the meeting.

**Action: RB**

**574 Approval of previous meeting's minutes**

**SBC2324:06**

574.1 The draft minutes of the meeting of the Committee held on 30 August 2023 were approved subject to a typographical correction.

**Action: RB**

**575 Draft Agenda for the meeting of the Senate on 8 November 2023**

**SBC2324:07**

575.1 The Committee discussed the draft agenda for the meeting of Senate on 8 November.

575.2 Richard Hepworth-Young commented that members of his school would welcome the inclusion of an opportunity to discuss matters relating to graduations.

575.3 Richard noted specifically that there had been no discussion at Senate when the decision had been taken to move Graduations to TECA, or to introduce a charge for guest tickets. He noted his understanding that, under Ordinance 38, the location of graduation ceremonies was a matter for Senate.

575.4 The Secretary undertook to check the processes required to determine arrangements for graduation ceremonies. She confirmed that there had been detailed discussions in connection with arrangements for graduations but recognised that not everyone would have been aware of these and agreed that there was a need for wider communication of the facts pertaining to the decision.

**Action: TS**

575.5 The committee agreed that it would be appropriate for reference to graduations to be included in the principal's update therefore providing the opportunity for a member to raise the topic informally following the update.

**Action: TS**

575.6 The Committee noted that the Director of Estates would be in attendance at the meeting, and would be presenting details of the Reimagining the Campuses

project together with information on opportunities for staff to contribute to the process.

575.7 The Committee agreed that wording should be added to the agenda to clarify the process for raising an item of routine business to be included for discussion at the meeting.

575.8 It was agreed the Clerk would make the changes discussed and recirculate the amended agenda, including timings, to the Committee after the meeting for final approval.

**Action: RB**

**576 Updates to the Elected Membership of Senate**

**SBC2324:08**

576.1 The Committee noted that this was an updated version of the paper seen at the meeting in August. The rounding in the paper had been revised following the paper's previous circulation to Senate and hence this amended version would be considered in November.

**577 Dates of meetings in 2023/24**

571.1 The Committee noted the dates of meetings to be held in 2023/24:

- 24 January 2024
- 6 March 2024
- 13 May 2024