

Heriot-Watt University

THE SENATE

Minutes: 21 September 2022

In the Chair:	Professor Richard A Williams, Principal and Vice-Chancellor	
Members also Present:	<p>Mr Benedict Aduomahor*</p> <p>Dr Cakil Agnew</p> <p>Professor Mushtak Al Atabi</p> <p>Dr Nasir Al Lagtah</p> <p>Dr Ross Alexander</p> <p>Professor Scott Arthur*</p> <p>Professor Lynne Baillie*</p> <p>Dr Lehel Banjai</p> <p>Dr Anne Bernassau</p> <p>Professor Mark Biggs</p> <p>Dr Linda Buchan</p> <p>Dr David Cavallaro</p> <p>Dr Florence Chiao Mei Choong</p> <p>Professor Malcolm Chrisp</p> <p>Dr Jose M Conde*</p> <p>Dr Demitrios Cotsovos</p> <p>Dr Paul Dalgarno</p> <p>Mr Ilya Dali*</p> <p>Professor Dugald Duncan*</p> <p>Dr Erkal Ersoy</p> <p>Dr Thomas Farrington</p> <p>Professor Anna Fenge</p> <p>Dr Fadi Ghaith</p> <p>Ms Cheng Siew Goh</p> <p>Dr Ian Grant</p> <p>Professor Igor Guz</p> <p>Dr Amos Haniff</p> <p>Professor Ted Henry</p> <p>Dr Annie Hill*</p> <p>Dr Kirin Hilliar</p> <p>Dr David Jenkins</p> <p>Dr Timothy Johnson</p> <p>Professor Helinor Johnston*</p> <p>Dr Britta Kalkreuter*</p> <p>Dr Craig Kennedy</p>	<p>Ms Molly Knight</p> <p>Mr Sanjit Jagganath Krishnakumar</p> <p>Dr Helen Lewis*</p> <p>Dr Bill MacPherson*</p> <p>Professor Julian Malins</p> <p>Dr Alistair McConnell</p> <p>Professor Martin McCoustra*</p> <p>Dr Richard McCracken</p> <p>Dr Heather McGregor</p> <p>Dr Ruairaidh McIntosh</p> <p>Dr Airil Yasreen Mohd Yassin</p> <p>Dr Shameel Muhammed*</p> <p>Dr Marlene Muller</p> <p>Dr Gillian Murray*</p> <p>Dr Hendrik Nahler</p> <p>Dr Mehdi Nazarinia</p> <p>Dr Yasemin Nielsen</p> <p>Ms Georgia Noble</p> <p>Dr Joanne Porter</p> <p>Dr Hani Ragab Hassen</p> <p>Mr Peter Ridges</p> <p>Dr Lucy Robertson</p> <p>Dr Rabee Rustum*</p> <p>Dr Christine Rutherford</p> <p>Dr Harpreet Seth*</p> <p>Dr Katerina Strani</p> <p>Professor Gill Thomson</p> <p>Mr Syed Uzair</p> <p>Dr Kathryn Waite</p> <p>Professor Fiona Waldron</p> <p>Dr Anke Wiese</p> <p>Dr Tze Chuen Yap</p> <p>Dr Humphrey Yiu*</p> <p>Dr Hind Zantout</p>
In Attendance:	<p>Professor Martha Caddell*</p> <p>Mr Richard Claughton</p> <p>Mr Mark Hamid (Clerk)</p> <p>Dr Maggie King</p>	<p>Ms Ruth Moir</p> <p>Mr Paul Travill</p> <p>Mr Iain Young</p>
Apologies:	<p>Dr Annie Hill</p> <p>Professor Sara Lombardo</p> <p>Mr Larry O'Brien</p>	<p>Mr Fraser Muir</p> <p>Dr Christian Saemann</p> <p>Dr Marion Winters</p>

* denotes partial attendance

MINUTE REF

M22/45

WELCOME AND ANNOUNCEMENTS

The Principal welcomed the Senators and others participating in the meeting, particularly the newly elected and appointed Senators, and those taking up membership on an interim basis.

ACTION BY

ACTION
DATE

The apologies for absence were noted.

M22/46 MINUTES OF THE PREVIOUS MEETING

Received The Senate **received** the minutes of the meeting held on 16 June 2022
Approved and **approved** them as a correct record of the meeting.

M22/47 ACTION LOG AND MATTERS ARISING

There were no outstanding actions or matters arising.

M22/48 REPORT FROM THE PRINCIPAL AND VICE-CHANCELLOR
[Paper: SEN-22-29]

Received The Senate **received** a report from the Principal, providing a summary of the University's progress and achievements, according to key strategic themes, as well as details of other developments made in the wider Higher Education sector.

Introducing the report, the Principal highlighted the start of the new academic year and the return of students to the University's campuses, thanking all staff and students involved in the excellent welcome events. He congratulated colleagues on recent successes and accolades, and noted that it was an uncertain time, both for the Higher Education sector and for wider society. The Principal referred to the NSS/PTES Task Force which had been set up to coordinate the University's response to recent unsatisfactory survey outcomes, particularly in the NSS. Responses are being coordinated under the leadership of the Deputy Principal Education and Student Life across four themes: Assessment and Feedback on Assessment; Student Voice; Learning Community and Wider Student Experience; Organisation and Management.

The Principal invited Richard Cloughton, Global Director of Human Resources, to provide an update on the Staff Survey results setting out the five priorities for action: communications; management of change; reward and workload; senior leadership; and performance and development, and the next steps proposed to address these. It was noted that the staff survey results were being cascaded across the University.

The Principal also addressed the challenges being experienced by research colleagues due to challenges with the ERP implementation, as well as other factors to do with pre and post-award systems. The Principal reported that achieving a fully functioning finance system by the end of July 2023 was a top priority for the University Executive.

Senators, staff and students were welcomed to attend the forthcoming Vice Chancellor's lecture on Planetary Health by the Pro-Chancellor Malaysia, Professor Tan Sri Dr Jemilah Mahmood.

The report was **noted** by the Senate.

M22/49 OVERVIEW OF ACADEMIC YEAR 2022/23

Received and Noted The Senate **received** and **noted** an overview of the new academic year from Professor Malcolm Chrisp, Deputy Principal (Education & Student Life). He highlighted the continuing challenges of the global pandemic, changes to the University's assessment processes, the backlog of discipline cases, and the results of the recent National Student Survey (NSS). The Deputy Principal invited the Head of Academic Quality to

deliver a presentation which provided updates on the start of academic year 2022/23 including: the NSS 2022 - Results and Actions; an Academic Operations Update; Student Experience; and Launch of Sports and Exercise. Senate noted the very disappointing results from the NSS survey, the deterioration in the University's position, and consequent impact on institutional rankings. In response to this, a taskforce had been set up, meeting on a weekly basis and working closely with the Global Operations Executive in order to coordinate responses through action and implementation plans at institutional and local levels. It was noted that this was a concern for the whole institution and staff were encouraged to reflect on and participate in changes which needed to be made.

The Deputy Principal (Education and Student Life), with the Head of Academic Quality, also reported on the very significant increase in discipline cases. It was noted that additional resources had been allocated and that the staff team, in conjunction with the University Discipline Committee, were working hard to process the backlog. It was noted that the Academic Integrity Group was working in parallel on the underlying reasons for this increase in cases, focussing on development and delivery of an Academic Integrity Module on Canvas Commons; transforming assessment; and provisional progression decisions. The L+T Academic Year Group, with input from Directors of Academic Quality and relevant professional services had approved plans for assessment in 2022/23 with timed, online coursework for all HW Online and most of the partnership students, with in-person examinations for the three Joint Education Programmes. Senate noted its thanks for the work and dedication of colleagues to resolving these matters.

The Deputy Principal invited the Global Academic Registrar to update the Senate on the student experience; it was noted that enrolment was ongoing and that the team was working to familiarise many students with an exam room environment following the adjustments made during the global pandemic.

The Senate also received a presentation on strategic changes in learning and teaching from the Head of Academic Quality and the Director of the Learning & Teaching Academy; this set out the Academic Architecture: structure of the academic year, and work on Curriculum, Assessment and Teaching Transformation, with a timeline to September 2025.

A number of Senators expressed concern about the resourcing and impact of restructuring of professional services within the University, highlighting a number of adverse impacts on staff and student experience, with a significant increase in the number of support enquiries, including to the Student Union Advice Hub. These concerns extended across the issues experienced by the research community, as well as in learning, teaching and student experience. It was agreed that these were very important matters and the Deputy Principal (Education and Student Life) with other members of the Executive would work together with Executive Deans and DLT's, and Directors of Professional Service to understand and work through the challenges currently being faced.

Received	The Senate received an update on the Heriot-Watt Global College (HWGC), which the Court had recently established as a new Primary Academic Unit, from its Executive Dean, Professor Anna Fenge. It was noted that the work of the Degree Entry Programme and the Malaysia Foundation Programme had now been incorporated into the structure of the new Primary Academic Unit and that work was ongoing to develop the infrastructure of the PAU, including the appointment of a Director of Learning & Teaching. This was being delivered in parallel with an inaugural intake in Edinburgh and strong recruitment to programmes in Dubai and Malaysia and the Senate noted the structures of the programmes which the Global College would offer, including the new Masters Foundation Programme.
Noted	The Senate noted the report with its thanks expressed by the Chair.
M22/51	UNIVERSITY COMMITTEE FOR QUALITY AND STANDARDS: MINUTES OF MEETING HELD ON 29 JUNE AND 03 AUGUST 2022 [PAPER: SEN-22-30]
Received Noted	The Senate received and noted the report of business conducted at its most recent meeting. All items in the report were presented for information.
M22/52	ORDINANCES AND REGULATIONS COMMITTEE: PROPOSED CHANGES TO REGULATIONS A4, A5, A6 AND A7 [PAPER: SEN-22-31]
Received and Noted	The Senate received and noted a report from the Ordinances and Regulations Committee, setting out amendments to Regulation A4: <i>Courses, Programmes and Assessment</i> , Regulation A5: <i>Academic Decision-Making Boards</i> , Regulation A6: <i>Progression</i> and Regulation A7: <i>Awards</i> . The amendments proposed sought to effect adjustments which had been to the Mitigating Circumstances policy. Some Senators expressed concern that decisions would be made at progression boards rather than assessment boards, creating potential delays for students; it was suggested that this would particularly be the case in the School of Social Sciences. Following a discussion and explanatory remarks in support of the proposals from the Chair of the Ordinances and Regulations Committee (Professor Waldron), the Senate approved the changes to Regulations and Professor Waldron agreed to discuss the concerns raised with Directors of Learning and Teaching and other staff before reporting back to the Senate with recommendations about how best to proceed across the Schools.
Approved	
M22/53	UNIVERSITY COMMITTEE FOR RESEARCH AND INNOVATION: MINUTES OF MEETING HELD ON 05 APRIL AND 10 JUNE 2022 [PAPER: SEN-22-32]
Received Noted	The Senate received and noted the report of business conducted at its most recent meeting. All items in the report were presented for information.
M22/54	UNIVERSITY COMMITTEE FOR LEARNING AND TEACHING: REPORT OF MEETING HELD ON 27 JULY 2022 [PAPER: SEN-22-33]
Received Noted	The Senate received and noted the report of business conducted at an additional meeting of the Committee held during the summer vacation.
M22/55	RESEARCH PUBLICATIONS AND OUTCOMES PAPER [PAPER: SEN-22-34]

Received and noted The Senate **received** and **noted** a Research Publications and Outcomes paper, presented on behalf of the Global Head of Information Services, which had been approved by the University Executive.

M22/56 ANNUAL REPORT TO THE SCOTTISH FUNDING COUNCIL ON INSTITUTION-LED QUALITY REVIEW [PAPER: SEN-22-25]

Received and Endorsed The Senate **received** and endorsed the Annual Report to the Scottish Funding Council on Institution-Led Quality Review presented by the Deputy Principal (Education and Student Life) and noted the accompanying assurance statement which was to be signed by the Chair of Court in due course.

M22/57 ANY OTHER BUSINESS

There were no further items of competent business.

M22/58 DATES OF FUTURE MEETINGS

Monday 31 October 2022
Thursday 26 January 2023
Wednesday 26 April 2023
Thursday 15 June 2023

Signed by the Chair Date

Heriot-Watt University

THE SENATE

Minutes: 31 October 2022

In the Chair:	Professor Richard A Williams, Principal and Vice-Chancellor	
Members also Present:	<p>Dr Çakıl Agnew</p> <p>Professor Mushtak Al Atabi</p> <p>Dr Nasir Al Lagtah*</p> <p>Professor Scott Arthur</p> <p>Dr Lehel Banjai*</p> <p>Professor Mark Biggs</p> <p>Dr Linda Buchan</p> <p>Dr David Renato Cavallaro</p> <p>Professor Malcolm Chrisp</p> <p>Dr Jose M Conde</p> <p>Dr Demitrios Cotsovos*</p> <p>Dr Paul Dalgarno</p> <p>Mr Ilya Dali</p> <p>Professor Dugald B Duncan</p> <p>Dr Erkal Ersoy</p> <p>Professor Anna Fenge*</p> <p>Dr Fadi Ghaith</p> <p>Ms Cheng Siew Goh</p> <p>Professor Igor Guz</p> <p>Dr Amos P Haniff</p> <p>Professor Theodore Henry</p> <p>Dr Annie E Hill</p> <p>Dr Kirin Hilliar*</p> <p>Mr Saad Javed*</p> <p>Dr Timothy Johnson</p> <p>Professor Helinor J Johnston</p> <p>Dr Britta Kalkreuter</p> <p>Mr Sean Keenan*</p> <p>Dr Craig Kennedy</p> <p>Ms Molly Knight</p> <p>Mr Sanjit Krishnakumar</p> <p>Professor Angus Laing</p>	<p>Dr Helen Lewis</p> <p>Dr Min-Hsiu Liao</p> <p>Professor Sara Lombardo</p> <p>Dr Bill MacPherson*</p> <p>Professor Mercedes Maroto-Valer</p> <p>Dr Alistair McConnell</p> <p>Professor Martin McCoustra*</p> <p>Dr Richard McCracken</p> <p>Professor Heather McGregor</p> <p>Dr Ruairaidh McIntosh</p> <p>Professor Steve McLaughlin</p> <p>Dr Lee J Miles</p> <p>Dr Marlene Muller</p> <p>Professor Gillian Murray</p> <p>Dr Mehdi Nazarinia*</p> <p>Dr Yasemin Nielsen</p> <p>Ms Georgia Noble</p> <p>Mr Larry O'Brien</p> <p>Mr Peter Ridges</p> <p>Dr Lucy Robertson</p> <p>Dr Rabee Rustum</p> <p>Dr Christine Rutherford</p> <p>Dr Christian Saemann</p> <p>Professor Mathini Sellathurai</p> <p>Dr Katerina Strani</p> <p>Mr Syed Uzair</p> <p>Professor Fiona Waldron</p> <p>Dr Anke Wiese</p> <p>Dr Marion Winters</p> <p>Dr Tze Chuen Yap</p> <p>Dr Humphrey Yiu</p> <p>Dr Hind Zantout</p>
In Attendance:	<p>Professor Martha Caddell</p> <p>Ms Sue Collier*</p> <p>Mr Mark Hamid</p> <p>Dr Margaret King</p> <p>Ms Ruth Moir</p>	<p>Mr Fraser Muir</p> <p>Mr Dan Potter*</p> <p>Mr Kieran Robson Renner</p> <p>Ms Kirsty Scanlan</p> <p>Mr Paul Travill</p>
Apologies:	<p>Dr Ross Alexander</p> <p>Dr Anne Bernassau</p> <p>Dr Elaine Collinson</p> <p>Dr Ian Grant</p> <p>Professor Julian Malins</p>	<p>Dr Shameel Muhammed</p> <p>Dr Jo Porter</p> <p>Dr Hani Ragab Hassen</p> <p>Dr Kathryn Waite</p>

* denotes partial attendance

MINUTE REF

M22/59

WELCOME AND ANNOUNCEMENTS

ACTION BY

ACTION
DATE

The Principal welcomed the Senators and others participating in the meeting, particularly those doing so for the first time.

The apologies for absence were noted.

M22/60 MINUTES OF THE PREVIOUS MEETING

Received The Senate **received** the minutes of the meeting held on 21 September 2022 and **approved** them as a correct record of the meeting.

M22/61 ACTION LOG AND MATTERS ARISING

The Senate noted an update on the action arising from Minute M22/52 concerning amendments to the Mitigating Circumstances policy. Professor Waldron (Chair, Ordinances and Regulations Committee) advised the Senate that she had met with the Director of Learning and Teaching, the Director of Academic Quality, and the Deputy Director of Academic Quality in the School of Social Sciences to discuss concerns about the implementation of the policy in that School, and that a mapping exercise would be undertaken for all Schools in consultation with Professional Services staff. Professor Waldron and Professor Chrisp would then meet with Directors of Academic Quality and Learning and Teaching in all Schools before reporting back to the Senate.

FW/TMC Feb 23

**M22/62 REPORT FROM THE PRINCIPAL AND VICE-CHANCELLOR
[Paper: SEN-22-29]**

Received The Senate **received** a report from the Principal, providing a summary of the University's progress and achievements, according to key strategic themes, as well as details of other developments in the wider Higher Education sector.

In presenting his report, the Principal noted the breadth of events and activities which had been taking place across the University, and congratulated all staff whose awards and recognition had been highlighted in the report. The Principal noted that the National Robotarium had opened in September and that the international attention it had received reflected its importance as a centre for interdisciplinary collaboration.

Building on discussions with colleagues across the University, the Principal noted his focus on getting the basics right and ensuring that the systems and processes were performing to support the University's objectives. He noted the pressures, both internal and external, which were affecting the University, particularly the backlog of discipline cases and the cost of living crisis. The Principal encouraged all Senators to engage in the forthcoming All Staff Executive Briefing to contribute to the shaping of priorities for the University going forward.

Noted The report was **noted** by the Senate.

M22/61.1 RESPONSE TO STUDENT SURVEYS – NSS TASKFORCE UPDATE REPORT

Received The Senate **received** a [presentation](#), introduced by the Deputy Principal (Education & Student Life), focussing on updates and action relating to Student Surveys, Academic Misconduct and External Review. In relation to challenges in delivering strategic change in Learning and Teaching, it was noted that the focus to the end of 2022 was on establishing a framework with a reporting structure and operational plan and addressing crucial learning and teaching operational matters.

The Senate noted that an Early Experience Survey had been conducted across the whole student body (including online students) in weeks 5 of the new semester, with a 21% response rate. This had been aligned to a number of questions in the National Student Survey (NSS) and showed that, overall, students had a 78% level of satisfaction, with higher results for taught postgraduate and online students. The establishment of the NSS Taskforce group, reporting to the UE and GOE was noted. It was

reported that 83% of undergraduate students were aware of their personal tutor and the role a personal tutor plays. However, according to the survey, 50% of students had not had formal online or in-person contact by week 5 of the first semester. A number of Senators made comments about the need to support students through more effective management of the personal tutoring system, and to use that forum as an opportunity to engage students with questions of academic integrity. It was noted that student staff ratios were high, engagement low, and many students only spoke to personal tutors if they had got into difficulty. It was suggested that the benefits of early engagement should be emphasised. Some Senators expressed the view that the personal tutoring arrangements were unnecessarily cumbersome, with many staff not being appropriately equipped to deal with the technical or personal issues affecting students in difficulty.

M22/61.2

The Senate received a summary and analysis of the Academic Misconduct 2021/22. The report included how the fivefold increase in academic misconduct cases since 2019 was being managed, and set out the actions required to significantly reduce future cases. Anecdotal evidence for the increase in cases included, in the context of take home exams: an increase in “cutting and pasting” from the internet; issues of assessment design; common problems to do with English as a second language; poor preparation or ignoring advice and guidance given. It was noted that the number of meetings of the University Discipline Committee had been increased and a number of process changes made in order to expedite handling of the cases. It was recognised that assessment processes needed to change to reduce the incidence of academic misconduct, and that students also needed more support to make them aware of what constituted an offence; an academic integrity resource was being developed and rolled out across Schools.

Commenting on this element of the update, a number of Senators offered comments on School level experiences which had informed better practice, such as an academic integrity quiz tool in the School of Mathematics and Computer Sciences, and the support which the University Library had been able to offer to students in courses with particularly high incidences of academic misconduct cases. One Senator expressed concern about the risks of choosing assessment questions from question banks. There was a broad consensus in favour of moving towards compulsory training to raise student awareness of academic misconduct issues, and it was agreed that the University Committee for Learning and Teaching should consider this issue and report back to the Senate. It was noted that some adjustments would need to be made in Semester Two for implementation in the new academic year as it was not possible to change Regulations in-year while courses were under way.

TMC

Feb 23

Noted

The Senate **noted** its thanks to all staff who were working to resolve the issues which had been discussed, and particularly to the members and secretariat of the University Discipline Committee for their work in the face of an unprecedented case load.

M22/61.3

The Senate received a report, presented by the Head of Academic Quality, setting out changes to the Scottish Quality Framework which would be used to review all credit bearing provision across the University with an increased focus on data to drive enhancement and strategic decision making. It was highlighted that the Senate had an important role in providing assurance on academic quality to the Court.

M22/62 2022/23 STUDENT PARTNERSHIP AGREEMENT

Received The Senate **received** an [update](#) on the Student Partnership Agreement from the presidents of the Student Union in Scotland and the Student Associations in Dubai and Malaysia, as well as the President of the Sports Union. It was noted that the agreement presented would be the fifth annual iteration of the document and that it continued to make progress in presenting a truly global vision for staff-student collaboration. The Senate noted the four key strands of the agreement: Academic, Community, Wellbeing, and Sport. It was noted that the agreement would be ratified over the academic session and that ongoing staff engagement would be welcome.

The Principal noted his thanks, with that of the Senate, and encouraged Senators to promote engagement with staff at School and Professional Services level. It was noted that success in this area, as well as delivering on the University's commitment to Global outreach, would support excellence in the National Student Survey.

Noted The Senate **noted** the report with its thanks expressed by the Chair.

M22/63 UPDATE ON GRADUATE SCHOOL

Received The Senate **noted** an update from the Deputy Principal (Research and Impact) on the development of the Graduate School. He reported that the working group had begun to examine the project's various strands with a report in train for consideration by the Senate at its meeting on 26 January 2023. Senators were encouraged to contact the working group members to engage with its work.

Noted The Senate **noted** the report.

M22/64 SENATE COMMITTEE FOR INTERIM BUSINESS AND EFFECTIVENESS: REPORT OF BUSINESS [PAPER: SEN-22-41]

Received The Senate **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.
Noted

The Principal highlighted the vacancies for Senators to join the Committees of Senate, including the Research Degrees Committee and the Studies Committee, emphasising the importance of these Committees which hold responsibility delegated from the Senate and make key decisions on its behalf. He encouraged Senators to respond to a forthcoming communication from the Clerk seeking expressions of interest, either personally or by encouraging colleagues.

ALL Nov 23

M22/65 ORDINANCES AND REGULATIONS COMMITTEE: REPORT OF MEETING HELD ON 20 OCTOBER 2022 [PAPER: SEN-22-42]

Received The Senate **received** and **noted** a report from the Ordinances and The Senate received and noted the report of business conducted at the Committee's most recent meeting proposing amendments to Regulation A1: *Definitions and Interpretation* in order to clarify certain terminology at the request of the Research Degrees Committee. The Senate **approved** these amendments.
Approved

Endorsed The Senate noted the proposed amendments to Ordinance E3 *Graduates' Association* which had been considered by the Committee and endorsed for amendment by the University Court.

- M22/66** **UNIVERSITY COMMITTEE FOR RESEARCH AND INNOVATION:
MINUTES OF MEETING HELD ON 25 AUGUST AND 13 OCTOBER
2022 [PAPER: SEN-22-43]**
- Received** The Senate **received** and **noted** the minutes of the Committee's most
Noted recent meetings.
- M22/67** **UNIVERSITY COMMITTEE FOR QUALITY AND STANDARDS:
REPORT OF MEETING HELD ON 12 SEPTEMBER 2022 [PAPER:
SEN-22-44]**
- Received** The Senate **received** and **noted** the minutes of the Committee's most
Noted recent meeting. All business reported was presented for information.
- M22/68** **UNIVERSITY COMMITTEE FOR LEARNING AND TEACHING:
REPORT OF MEETING HELD ON 27 JULY 2022 [PAPER: SEN-22-33]**
- Received** The Senate **received** and **noted** the minutes of the final meeting of the
Noted Committee in the 2021-22 academic year.
- M22/69** **ANY OTHER BUSINESS**
- The Principal intimated his intention, as a Chair's Action, to invite six members of academic staff from the Heriot-Watt Global College (HWGC) to attend meetings of the Senate in Semester Two, as part of the arrangements to establish HWGC within the University's academic community. This action was proposed to reflect that HWGC had become a Primary Academic Unit, with an entitlement (based on the size of its academic staff) to six Senators, subsequent to the most recent election of Senators from the Schools, and that there was no mechanism in the Ordinances to fill casual vacancies. He advised that the University Secretary and the Clerk would seek notes of interest for these positions (and arrange a selection process, if necessary) before the invitations would be issued. He invited any Senator wishing to comment on this process to do so in writing to the Clerk.
- M22/70** **DATES OF FUTURE MEETINGS**
- Thursday 26 January 2023
Wednesday 26 April 2023
Thursday 15 June 2023

THE SENATE

Minutes: 26 January 2023

In the Chair: Professor Richard A Williams*, Principal and Vice-Chancellor

Present:

Dr Çakıl Agnew	Dr Bill MacPherson*
Dr Ross Alexander*	Professor Julian P Malins
Professor Scott Arthur	Dr Alistair McConnell*
Professor Lynne Baillie*	Professor Martin McCoustra
Professor Lehel Banjai	Dr Richard McCracken
Professor Mark Biggs*	Professor Dame Heather McGregor
Dr David Renato Cavallaro	Dr Ruairaidh McIntosh*
Professor Malcolm Chriss	Professor Steve McLaughlin
Dr Jose M Condé*	Mr Lee Miles
Dr Demitrios Cotsovos	Ms Ruth Moir
Professor Paul Dalgarno	Dr Shameel Muhammed*
Mr Ilya Dali*	Dr Marlene Muller*
Professor Dugald B Duncan	Dr Hendrik Nahler*
Dr Tom Farrington*	Professor Mehdi Nazarinia
Professor Anna Fenge	Dr Yasemin Nielsen
Dr Fadi Ghaith	Ms Georgia Noble
Ms Cheng Siew Goh	Mr Larry O'Brien
Dr Ian Grant*	Professor Joanne S Porter
Professor Igor Guz	Dr Hani Ragab Hassen*
Dr Amos Haniff	Mr Peter Ridges*
Professor Annie E Hill	Dr Lucy Robertson*
Mr Saad Javed*	Dr Rabee Rustum
Dr Dave Jenkins	Dr Chris Rutherford
Dr Timothy Johnson	Professor Mathini Sellathurai*
Professor Helinor Johnston	Dr Katerina Strani
Dr Britta Kalkreuter	Mr Syed Uzair
Mr Sean Keenan	Dr Kathryn Waite
Dr Craig Kennedy	Professor Fiona Waldron
Ms Molly Knight	Dr Anke Wiese*
Ms Sanjit Krishnakumar	Dr Tze Chuen Yap
Professor Angus Laing	Dr Humphrey Yiu
Dr Helen Lewis	Dr Hind Zantout
Professor Sara Lombardo	

In attendance:

Dr Yousef Al-Gumaei	Dr Maggie King
Professor Martha Caddell	Ms Teresa E Lojzer
Miss Jennifer Coady*	Mr Philip Rowsby*
Dr Graham Down	Ms Kirsty Scanlan
Professor Fiona Grant*	Ms Devanshi Sharma
Mr Mark Hamid (Clerk)	Mr Paul Travill

Apologies:

Dr Nasir Al Lagtah	Professor Ted Henry
Dr Ross Alexander	Mr Andrew Lee
Dr Linda Buchan	Dr Min-Hsiu Liao
Dr Florence Chiao Mei Choong	Professor Mercedes Maroto-Valer
Dr Elaine Collinson	Professor Gill Murray
Dr Ian Grant	Dr Christian Saemann

* denotes partial attendance

MINUTE REF

ACTION BY

ACTION DATE

M23/01

CHAIR'S WELCOME & NOTE OF APOLOGIES FOR ABSENCE

The Principal and Vice-Chancellor welcomed all participants to the meeting. He informed Senators that he had, as a Chair's action, invited six members of academic staff from the Heriot-Watt Global

College to attend the Senate for the remainder of the academic year as standing attendees. He indicated that their attendance was intended to reflect the representation to which the Global College would have been entitled upon its establishment as a Primary Academic Unit (PAU) at the close of the previous academic session, at which point it was not competent to hold a by-election for Senators from the PAU. The following staff had been invited following a call for interest from eligible academic staff: Dr Yousef Al-Gumaei, Mr Graham Down, Ms Teresa Lojzer, Ms Jasmine Low, Ms Devanshi Sharma, and Mr Andrew Lee.

The apologies for absence were noted. The Principal extended the congratulations of the Senate to those members who had been successful in the University's recent round of academic promotions, and noted that the following Senators had been appointed Professors: Gill Murray, Jo Porter, Annie Hill, Lehel Banjai, Paul Dalgarno, Mehdi Nazarinia, Hind Zantout. He congratulated Professor Heather McGregor on her appointment as a Dame in the King's 2023 New Year's Honours List.

M23/02 MINUTES OF PREVIOUS MEETING: 31 OCTOBER 2022

The Committee **received** and **approved** as a correct record the minutes of the meeting held on 31 October 2023, subject to an adjustment to M22/61.2 which would be redrafted by the University Secretary and the Clerk and approved by correspondence following the meeting.

RJM/MDH Immediate

M23/03 MATTERS ARISING & ACTION LOG (SEN-23-01)

The Committee **noted** the action log and matters arising therefrom. Professor Fiona Waldron informed Senators that, following collaborative working between work by the schools and services, action 23/002 had been closed.

M22/04 REPORT FROM THE PRINCIPAL & VICE-CHANCELLOR (SEN-23-02)

The Senate **received** a report from the Principal, providing a summary of the University's progress and achievements, according to key strategic themes, as well as details of other developments in the wider Higher Education sector.

He highlighted his congratulations to those staff who had gained HEA Fellowship and recognition for their research, as well as the positive volume of students joining the University in January.

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The Principal invited the Deputy Principal (Education & Student Life) to provide an update on experience with the January 2023 student intake. It was noted that concern had been expressed about the disruptiveness of late arrivals in Semester 1, which had been due to exceptional visa issues, and that we were back to applying the normal practice for late enrolment in Semester 2. The Deputy Principal reported that the January intake had gone exceptionally well, particularly as there had not been a repeat of the visa issues present in September. Particular issues were reported in the School of Social Sciences where some students were still not enrolled on their modules; it was noted that there was a significant impact due to

the number of students in the School and that a particular effort was being made by Registry to address this.

It was further noted by the Executive Dean of the School that the Service Effectiveness programme of work was proving helpful in developing improvements, and that the focus on 'Stabilise and Support' referenced by the Principal was a sensible approach. The Principal noted the need to continue to improve January intakes as the University is behind the wider sector performance in this regard.

The Senate noted the important work in partnership with the Student Union to support students from countries in crisis, or from particularly challenging circumstances, including students from Afghanistan. There was support for further dialogue on how to provide support to such students in the longer term; also to give consideration to joining the Universities of Sanctuary network.

A request was put forward that Senate discuss action being taken to minimise the academic impact of the planned 18 days industrial action. The Principal invited student representatives to comment on the impact this would have on students and wellbeing, and the Deputy Principal (Education & Student Life). The Deputy Principal set out the support which would be in place to mitigate disruption, noting that Regulation A10 had been brought into operation by the SCIBE. The Student Union's Vice President (Education) noted the importance of good communication to address students' anxieties during the industrial action.

The Senate **noted** the report.

M22/05 UPDATE ON SEMESTER 1 ASSESSMENT & ACADEMIC MISCONDUCT

The Senate **received** a presentation, led by the Deputy Principal (Education & Student Life), on developments to address issues relating to assessment and academic misconduct issues which had arisen during and following the pandemic. He noted that the unprecedented backlog of misconduct cases had now been cleared and new cases had fallen to a manageable level. The Senate noted that work was ongoing to develop academic integrity resources to support students during new methods of assessment and avoid instances of academic misconduct; also, an Academic Integrity Group had been set up to focus these efforts as part of the LTAOC, feeding into the work of the Senate through the University Committee for Learning and Teaching. Its intention was to produce guidance for staff and students, and a module on Canvas. It was noted that staff could engage with the group's work through their Directors of Learning & Teaching. The Deputy Principal noted the developments advancing through artificial intelligence and Chatbots such as ChatGPT, highlighting the risks, but also the importance of working to engage positively with these new developments. The recent Learning and Teaching Academy lecture as part of the 'Inspiring Learning' strategy had attracted over 200 attendees with discussion around Chatbots, assessment and academic integrity issues.

Commenting on the presentation, Senators noted incidences which had been dealt with in their own Schools in recent sessions and shared best practice to date on how these were addressed. One Senator expressed concern that in certain subjects the requirement for verbatim definitions presented a risk to candidates, and that the

use of shared revision notes in open-book exams had resulted in some students committing misconduct.

The Chair of the University Discipline Committee noted the close engagement between the UDC and student presidents across campuses to support students.

**M22/06 REPORT AND DISCUSSION ON PROGRESS WITH
IMPLEMENTATION OF THE LEARNING & TEACHING
STRATEGY**

The Senate **noted** a presentation, led by the Deputy Principal (Education & Student Life), on implementation of the University's Learning & Teaching Strategy. The Deputy Principal invited each School's Director of Learning and Teaching to give a brief presentation about implementation of the strategy within their Schools. The Senate noted the restructuring of the Academic Year, work to develop and embed the Graduate Attributes, and to deliver Globally Connected Learning, the review of Academic Architecture and the Heriot-Watt Award.

M22/07 REPORT OF THE GRADUATE SCHOOL WORKING GROUP

The Senate **received** a report from the Deputy Principal (Research and Impact) on the work of the Graduate School Working Group. The wider context for this work was presented, referencing the debate in the wider academic community that PhD training is no longer fit for purpose and needs reform so that researchers meet the expectations of society. The limitations of the current approach were set out, followed by the key principles which would underpin the Graduate School going forwards and the outcomes sought. These included improved PGR student satisfaction; improved submissions statistics within 5 years; that all PhD students would graduate with micro-credentials within 5 years of the creation of the Graduate Schools, and that growth in numbers would be supported. He explained that the group had a cross-cutting membership from the academic community and Registry staff, and that a report had now been presented to the University Executive.

In discussion, it was noted that there needed to be a balanced approach between PhD and CDT type of training, noting differences across Schools in this respect.

It was noted that the timeline for completion of Phase 1 was September 2023 and that a further report to the Senate would be provided.

Addendum (18 April 2023): *the Deputy Principal had agreed to circulate a version of his paper to the University Executive setting out the proposed rationale and structure for the school; this was now available to review on Admincontrol in the Presentations folder.*

M22/08 UPDATE ON UKRI AND SCHOOL RESEARCH STRATEGIES

The Senate **received** a report from the Deputy Principal (Research and Impact) on the Schools Research and Enterprise Strategies which had been endorsed by the University Committee for Research and Innovation (UCRI) in October 2022, and approved by the UE in November 2022. These strategies had been provided to the Senate in advance. Looking ahead, it was noted that the Strategy Implementation Steering Group would be the means for regular

monitoring and review of the strategies and KPIs. In addition, there would be quarterly reporting into UKRI and bi-annual reporting to the UE. It was further noted that RED and Business and Enterprise priorities for 2022/23 had been aligned to the strategies.

With regard to UKRI, it was reported that their strategy had six strategic objectives focussed on world class people and careers; world class places; world class ideas; world class innovation; world class impacts and a world class organisation. These were underpinned by four principles for change; diversity; connectivity; resilience and engagement.

The presentation also highlighted funding opportunities and it was noted that RED had developed a summary of these shared via SharePoint for reference.

Responsible Research and Innovation (RRI) was presented with reference to the University's Ethics Committee which reports to UCRI, noting the processes for completion of ethics forms. This related to the international move towards Open Science with open access data, open access publications and engagement with society. The National Security and Investment Act sets out specific responsibilities for the University.

Discussion highlighted that overall citations rates are poor relative to our benchmarks, which is a significant challenge for the University and that submissions to PURE have been falling. It was agreed that we need to focus on our position, clearly explain processes and expectations to achieve excellence and engage widely across our academic community.

M22/09 SENATE COMMITTEE FOR INTERIM BUSINESS & EFFECTIVENESS: REPORT OF MEETING ON 16 JANUARY 2023

The Committee **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M22/10 ORDINANCES & REGULATIONS COMMITTEE: REPORT OF MEETINGS ON 02 JUNE AND 20 OCTOBER 2022

The Committee **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M22/11 UNIVERSITY COMMITTEE LEARNING & TEACHING: REPORT OF MEETINGS ON 28 SEPTEMBER AND 02 NOVEMBER 2022

The Committee **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M22/12 UNIVERSITY COMMITTEE FOR QUALITY & STANDARDS: REPORT OF MEETINGS ON 12 SEPTEMBER AND 09 NOVEMBER 2022

The Committee **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M22/13 ANY OTHER BUSINESS

The Principal noted the thanks of the Senate to Professor Scott Arthur for his six years of service as a Dean of the University in advance of him demitting office on 31 March 2023.

The University Secretary noted the forthcoming Joint Meeting of Court and Senate and work which was ongoing to determine its topic of discussion. Interest had been expressed in a theme around sport and wellbeing but all Senators were encouraged to make suggestions by writing to the University Secretary.

ALL

Feb 2023

M22/14

DATE OF THE NEXT MEETING

Wednesday 26 April 2023

Thursday 15 June 2023

THE SENATE

Minutes: 26 April 2023

In the Chair: Professor Richard A Williams, Principal and Vice-Chancellor

Present:

Dr Ross Alexander	Professor Sara Lombardo
Dr Nasir Al Lagtah	Dr Bill MacPherson
Mr Scott Anderson	Professor Julian P Malins
Professor Lehel Banjai	Professor Mercedes Maroto-Valer
Dr Anne Bernassau	Dr Alistair McConnell*
Professor Mark Biggs	Dr Richard McCracken*
Dr David Renato Cavallaro	Dr Ruairaidh McIntosh
Professor Malcolm Chrisp	Dr Yvonne McLaren-Hankin
Ms Elaine Collinson	Mr Lee Miles*
Dr Jose M Condé	Ms Ruth Moir
Dr Demitrios Cotsovos	Dr Marlene Muller*
Professor Paul Dalgarno	Professor Gill Murray
Professor Dugald B Duncan	Professor Mehdi Nazarinia
Dr Erkal Ersoy	Dr Yasemin Nielsen*
Dr Fadi Ghaith*	Ms Georgia Noble
Ms Cheng Siew Goh	Mr Larry O'Brien
Dr Ian Grant	Professor Joanne S Porter
Professor Igor Guz*	Mr Peter Ridges
Dr Amos Haniff	Dr Lucy Robertson
Professor Ted Henry	Dr Rabee Rustum
Professor Annie E Hill	Dr Chris Rutherford
Dr Kirin Hilliar*	Dr Christian Saemann
Dr Dave Jenkins	Professor Mathini Sellathurai
Dr Timothy Johnson	Dr Harpeet Seth
Professor Helinor Johnston	Dr Katerina Strani
Dr Britta Kalkreuter*	Dr Kathryn Waite*
Dr Craig Kennedy	Professor Fiona Waldron
Ms Molly Knight	Dr Anke Wiese
Professor Angus Laing	Ms Marion Winters
Dr Helen Lewis	Dr Tze Chuen Yap
Dr Min-Hsiu Liao	Dr Hind Zantout*

In attendance:

Professor Martha Caddell	Ms Teresa E Lojzer*
Ms Aisling Creedon*	Ms Jasmine Low*
Ms Victoria Dishon*	Ms Rosemarie McIlwhan*
Dr Graham Down*	Ms Susan Orr (Clerk)
Mr Steven Glasgow*	Mr Marc Quinn*
Ms Samantha Kane	Ms Devanshi Sharma*
Dr Maggie King	Mr Paul Travill
Mr Andrew Lee*	

Apologies:

Dr Çakıl Agnew	Professor Dame Heather McGregor
Professor Lynne Baillie	Professor Steve McLaughlin
Dr Linda Buchan	Mr Fraser Muir
Professor Anna Fenge	Ms Kirsty Scanlan
Mr Sean Keenan	Dr Bill McPherson

* denotes partial attendance

MINUTE REF

ACTION BY

ACTION DATE

M23/15

CHAIR'S WELCOME & NOTE OF APOLOGIES FOR ABSENCE

The Principal and Vice-Chancellor welcomed all participants to the meeting. Particular welcome was made to Dr Yvonne McLaren-Hankin, recently appointed as Dean (Arts, Humanities & Social Sciences) and Scott Anderson, Student Union President.

The apologies for absence were noted.

M23/16 MINUTES OF PREVIOUS MEETING: 26 JANUARY 2023

The Committee **received** and **approved** as a correct record the minutes of the meeting held on 26 January 2023.

The Principal highlighted an addendum to the minutes under item M22/07 (Graduate School). The corresponding paper for this item had been made available for Senators to view on Admincontrol, under the Presentations folder (Presentation 5.1).

M23/17 MATTERS ARISING & ACTION LOG (SEN-23-09)

The Committee **noted** the action log and matters arising therefrom.

Under action 23/002, the Deputy Principal (Education & Student Life) advised that as part of the Curriculum Enhancement work, a list of 'core experiences' for all students was in the process of being finalised by the Directors of Learning and Teaching. The agreed core experiences for the new intake of students for academic session 2023-24 were: i) an Academic Integrity course; ii) impact/ purpose; and iii) carbon literacy course. These items would be approved by the University Committee for Learning & Teaching at their meeting of 07 June to allow the Directors of Learning and Teaching to implement these before the beginning of the new academic session. A transition plan to bring current students into alignment with this work was in the design phase.

M23/18 REPORT FROM THE PRINCIPAL & VICE-CHANCELLOR (SEN-23-10)

The Senate **received** a report from the Principal, providing a summary of the University's progress and achievements, according to key strategic themes, as well as details of other developments in the wider Higher Education sector.

The Principal highlighted the appointment of a new Commissioner for Fair Access (Professor John McKendrick) to work with Scottish universities on fair access strategies, as part of the drive towards a sector-wide goal of 20% inclusion. Future likely areas of development included: a move towards regional targets; work on understanding socioeconomic factors underpinning access; and considering retention and success outcomes as well as entry for widening access students.

The Principal noted the emergence of the Scottish Government's national strategy on the 'Purpose and Principles of Education' and the concern amongst Scottish universities on the process and underlying intentions. It was noted that Universities Scotland had made input to this strategy and had produced a separate statement in parallel.

Within the research space, the Principal noted that the UK government had released a document '*Pioneer – Global Science for Global Good: A UK Prospectus for Opportunities Beyond Horizon Europe*'¹ in the event that alignment could not be achieved with Horizon Europe under the Windsor Agreement. The Department for Business, Energy & Industrial Strategy were inviting comment on this.

¹ [Pioneer: global science for global good \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1154442/pioneer-global-science-for-global-good-uk-prospectus-for-opportunities-beyond-horizon-europe.pdf)

The Principal noted the continued development of activities to enhance existing, and create new, opportunities in transnational education as well as the positive progress being made at the Dubai Campus through the Licensure and Accreditation from the Commission for Academic Accreditation.

The Principal reminded the Senate of the upcoming Celebration Week in June and the Annual Stakeholder Meeting on 25 May. Senators were encouraged to attend and to encourage colleagues to do likewise.

The Principal noted the recent industrial mandate for a marking boycott from UCU and reminded the Senate of standing Regulation 10 (Authorities in Exceptional Circumstances). The Deputy Principal (Education & Student Life) and Directors of Learning & Teaching were able to advise staff in this regard.

The Senate **noted** the report.

M23/19 BUSINESS BY CORRESPONDENCE (SEN-23-11)

The Senate **noted** the appointment of Dr Yvonne McLaren-Hankin as Dean (Arts, Humanities and Social Sciences) which had been approved by the SCIBE in April 2023.

M23/20 ASSESSMENT & ACADEMIC INTEGRITY (SEN-23-22)

The Senate received a presentation by the Deputy Principal (Education & Student Life) and the Director of the Learning & Teaching Academy on artificial intelligence (AI) in the context of assessment transformation and design. The Senate noted that artificial intelligence was now part of the learning landscape as well as a rapidly emerging force in business and industry and that it was imperative to engage students and staff as partners in the conversation on educational, social and technological debates. The Deputy Principal and Director of the Learning & Teaching Academy noted that colleagues across the university were already collaboratively engaged in exploring the potential of AI as a tool for innovative and creative assessment design. This was aligned with wider efforts to transform the curriculum and assessment and support and guidance was available for staff.

The Senate noted the importance of re-thinking assessment as part of considering the impacts of AI, whilst supporting appropriate use of AI, and maintaining academic integrity. Whilst the University was keen to engage with the potential benefits of AI as part of learning and teaching, there was caution concerning the use of functionalities aimed at protecting academic integrity, such as the AI detection feature within Turnitin where there have been sector wide concerns around the integrity of this functionality.

The Senate noted the need for staff to engage with the technology in supporting students to think critically and to be prepared to engage with AI in the workplace, through a lens of innovative use and engagement rather than as a means of compromising academic integrity. As the technology would continue to develop rapidly, there was a need to promptly and actively engage with the presence and possibilities of ChatGPT and other similar tools in framing assessment design, graduate attributes and discussions with industry partners.

ALL

M23/21 INTERNATIONAL DEVELOPMENT (SEN-23-21)

The Senate received a presentation by the Vice Principal on the delivery of Strategy 2025 through the lens of international partnerships. The Vice Principal summarised the current pathways for entrants to the University alongside an overview of the UK international education strategy and highlighted the transnational education (TNE) partnership currently being finalised with Zhubanov University in Kazakhstan.

Senators were invited to form breakout groups to discuss the following questions and provide feedback offline to the Vice Principal:

1. What impactful international partnership opportunities exist for HWU?
2. What barriers exist that prevent HWU from establishing and growing impactful partnerships?

The feedback would be collated and shared to inform further discussion. Senators expressed their appreciation for the opportunity to discuss these questions. The topic would remain on the agenda for future Senate meetings.

M23/22 ELECTION OF A DEAN TO COURT (SEN-23-12)

The Senate **approved** the appointment of Professor Mathini Sellathurai as Dean to the Court for a period of three years from the date of appointment, with immediate effect.

M23/23 APPROVAL OF TERMS OF REFERENCE: UNIVERSITY COMMITTEE FOR RESEARCH & INNOVATION (SEN-23-13)

The Senate **approved** the attached Terms of Reference for the University Committee for Research & Innovation, presented by the Deputy Principal (Research & Innovation).

M23/24 APPROVAL OF TERMS OF REFERENCE: UNIVERSITY DISCIPLINE COMMITTEE (SEN-23-14)

The Senate **approved** the attached Terms of Reference for the University Discipline Committee, presented by the Pan University Dean, and **noted** that the reporting line for the Academic Integrity Group would be the University Committee for Learning & Teaching rather than the University Discipline Committee.

The Senate **approved** the appointment of Professor Mehdi Nazarinia as Vice Chair of the University Discipline Committee to 31 July 2026.

M23/25 APPROVAL OF TERMS OF REFERENCE: HONORARY DEGREES WORKING GROUP (SEN-23-15)

The Senate **approved** the attached Terms of Reference for the Honorary Degrees Working Group, presented by the University Secretary.

M23/26 SENATE COMMITTEE FOR INTERIM BUSINESS & EFFECTIVENESS: REPORT OF MEETING OF 12 APRIL 2023 (SEN-23-16)

The Senate **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M23/27 ORDINANCES & REGULATIONS COMMITTEE: REPORT OF MEETING OF 05 APRIL 2023 (SEN-23-17)

The Senate **approved** the proposed amendments to Regulation A9 (Honorary Degrees).

The Senate **endorsed** the proposed amendments to Ordinance A3 (The Academic Year) **for onward approval by the Court.**

The Senate **endorsed** the proposed amendments to Ordinance C6 (Appointment of Student Members to the Senate) **for onward approval by the Court.**

The Senate **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M23/28 UNIVERSITY COMMITTEE FOR LEARNING & TEACHING: REPORT OF MEETINGS HELD ON 18 JANUARY 2023 AND 05 APRIL 2023 (SEN-23-18)

The Senate **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M23/29 UNIVERSITY COMMITTEE FOR QUALITY AND STANDARDS: REPORT OF MEETING OF 22 MARCH 2023 (SEN-23-19)

The Senate **approved** the proposal that the University continue its current practice of not specifying the name of partners and the mode and location of study on academic transcripts or on degree certificates.

The Senate **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M23/30 UNIVERSITY COMMITTEE FOR RESEARCH & INNOVATION: REPORT OF MEETING ON 12 JANUARY 2023 (SEN-23-20)

The Senate **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M23/31 ANY OTHER BUSINESS

On behalf of the Senate and the University, the Principal expressed warmest thanks to Paul Travill for his eight years as Academic Registrar and very best wishes for the future.

Senators were reminded of the joint meeting of Court and Senate on the 10 May 2023. The theme for the meeting would be wellbeing, particularly around developing sports activities for the global Heriot-Watt community and within academic disciplines.

The Principal reminded Senators about the current Senate elections. The deadline for nominations was Monday 1st May. Senators from within Schools were asked to please encourage their colleagues to stand for election and to assist by proposing and seconding them. Staff were eligible to nominate, vote or stand for their School in this election if they held a contract as a permanent full-time or permanent part-time member of the Academic Staff; or as a research staff member on a permanent contract.

M23/32

DATE OF THE NEXT MEETING

Wednesday 10 May 2023 – joint meeting of Court and Senate
Thursday 15 June 2023

THE SENATE

Minutes: 15 June 2023

In the Chair:	Professor Richard A Williams, Principal and Vice-Chancellor	
Present:	Dr Çakil Agnew Professor Mushtak Al Atabi Dr Nasir Al Lagtah Dr Ross Alexander Professor Lynne Baillie* Professor Lehel Banjai Professor Mark Biggs Professor Malcolm Chrisp Ms Elaine Collinson Mr José Conde Dr Demitrios Cotsovos* Professor Paul Dalgarno Professor Dugald B Duncan Dr Erkal Ersoy Professor Anna Fenge Dr Fadi Ghaith Dr Ian Grant* Mr Connel Greenhorn Professor Igor Guz Dr Amos Haniff Professor Annie Hill Dr Kirin Hilliar Dr Dave Jenkins Dr Timothy Johnson Professor Helinor Johnston* Dr Britta Kalkreuter*	Dr Craig Kennedy Dr Helen Lewis Professor Sara Lombardo Dr Bill MacPherson Dr Alistair McConnell Professor Martin McCoustra Professor Dame Heather McGregor Dr Yvonne McLaren-Hankin Professor Steve McLaughlin Mr Lee Miles* Dr Shameel Muhammed* Professor Gillian Murray Dr Hendrik Nahler Professor Mehdi Nazarinia Dr Yasemin Nielsen* Ms Georgia Noble Mr Larry O'Brien Professor Joanne Porter* Ms Anaswara Pradeep Dr Rabee Rustum Dr Christine Rutherford Dr Christian Saemann Professor Mathini Sellathurai* Dr Harpreet Seth* Professor Fiona Waldron Dr Humphrey Yiu
In attendance:	Dr Yousef Al-Gumaei Mr Marcus Gilchrist* Professor Fiona Grant* Mr Mark Hamid (Clerk) Ms Samantha Kane Mr Andrew Lee Ms Teresa Lojzer* Ms Jasmine Low	Dr Gabriela Medero* Ms Ruth Moir Mr Fraser Muir Professor Jemina Napier* Mr Marc Quinn* Ms Kirsty Scanlan Ms Devanshi Sharma*
Apologies:	Mr Scott Anderson Dr Linda Buchan Professor Martha Caddell Dr David Cavallaro Ms Elaine Collinson Ms Cheng Siew Goh Dr Maggie King Professor Angus Laing Professor Mercedes Maroto-Valer	Dr Ruairaidh McIntosh Dr Marlene Muller Dr Hani Ragab Hassen Dr Lucy Robertson Dr Katerina Strani Dr Anke Wiese Dr Tze Chen Yap Professor Hind Zantout

* denotes partial attendance

MINUTE REF	ACTION BY	ACTION DATE
M23/33	CHAIR'S WELCOME & NOTE OF APOLOGIES FOR ABSENCE	

The Principal and Vice-Chancellor welcomed all participants to the meeting. Particular welcome was made to Samantha Kane, the new Global Director of Student Experience and Academic Registrar, and to the incoming student representatives.

The apologies for absence were noted.

M23/34 MINUTES OF PREVIOUS MEETING: 26 APRIL 2023

The Senate **received** and **approved** as a correct record the minutes of the meeting held on 26 April 2023.

M23/35 MATTERS ARISING & ACTION LOG

There were no matters arising from the minutes or actions outstanding to comprise an action log.

M23/36 REPORT FROM THE PRINCIPAL & VICE-CHANCELLOR (SEN-23-23)

The Senate **received** a report from the Principal, providing a summary of the University's progress and achievements, according to key strategic themes, as well as details of other developments in the wider Higher Education sector.

The Principal highlighted a number of developments and successes since the Senate's last meeting and encouraged Senators to feed back congratulations and encouragement to their colleagues. He noted the intensity of the recent period and the opportunity to celebrate success at the forthcoming graduations. It was also noted that constructive developments had been made on the ERP project and that the recent joint meeting with the Court had produced interesting discussions and priorities to take forward in respect of sport and wellbeing.

Noting the ongoing industrial action and marking and assessment boycott, the Principal invited the Deputy Principal (Education and Student Life) to provide an update on the University's response to this to support students and their progression and awards. He acknowledged the role of the Academic Quality team, Directors of Academic Quality and the Chair of the University Committee for Quality and Standards, together with their support teams, in delivering the University's response.

The Deputy Principal explained that the situation was being monitored and managed through the provisions of Regulation A10 *Authorities in Exceptional Circumstances*. Following approval of the use of Regulation A10 by the Senate Committee for Interim Business and Effectiveness, the provisions allow for boards to sit with reduced numbers and decisions to be made by them where there are some gaps in the student's learning profile. It was highlighted that training had been provided for deans' representatives and exam boards chairs on how to operate under Regulation A10; the work of boards is monitored by Directors of Learning and Teaching and Directors of Academic Quality, with the latter formally commenting as part of the Annual Monitoring Review. This process had been used for award boards and would be used subsequently for progression boards. It was noted that attendance at boards has been similar to normal years.

Data and evidenced gathered from Schools highlighted that all Boards of Examiners had discharged their responsibilities related to assessment, progression and award in accordance with Regulation A10 and that, since award decisions had been able to be made in alignment with the University's regulatory and policy framework, all UG and PGT students would be able to graduate as intended.

Commenting on the update, a number of Senators sought reassurance around the resolution of issues occasioned by strike action and plans for staff returning from the marking and assessment boycott. The Principal confirmed that discussions were ongoing with the UCU, and that the intention was to ensure no academic disadvantage for students.

It was noted that the data presented did not provide granularity in respect of certain areas of assessment and the Deputy Principal (Education & Student Life) agreed to engage with individual Senators to address points of concern.

It was noted that training on the application of Regulation A10 had been provided to exam boards members and that this had been useful in guiding staff through the process.

The Senate **noted** the report.

M23/37 RESEARCH AND ENTERPRISE CULTURE

The Senate received [a presentation](#) by the Deputy Principal (Research and Impact) and Professor Jemina Napier setting out the University's priorities for research and enterprise culture in the medium and longer term.

The presentation noted the context for work going forward, noting that REF 2028 would likely have more of an emphasis on the research environment than previous iterations. It was noted that the consultation process was currently in its third phase and had identified strengths and weaknesses in approach.

Discussing the relationship between research excellence and research culture, the Senate noted that robust peer review was important, and that the delivery of the Graduate School would support this. Recent developments in the School of Social Sciences were noted, together with a desire to improve outputs, bids submitted and a more entrepreneurial approach.

Commenting on the campus specific themes, Senators noted that engagement had been spread across the five campuses and that understanding local context is important to unlocking success; a desire to improve in the Enterprise space at the Scottish campuses was noted.

The Principal noted the thanks of the Senate for the report, and his enthusiasm to see developments under this strategic theme.

M23/38 ANNUAL SCOTTISH FUNDING COUNCIL REPORT ON QUALITY (SEN-23-24)

The Senate received a paper, presented by the Deputy Principal (Education and Student Life) setting out the University's draft report on academic quality to the Scottish Funding Council.

The Senate **endorsed** the report for consideration by the Audit and Risk Committee.

It was noted that the report on External Appointments and Internal Promotions (SEN-23-25) had been withdrawn.

M23/39 APPOINTMENT OF VICE-CHAIR OF THE ORDINANCES & REGULATIONS COMMITTEE (SEN-23-26)

The Senate **recommended** to the Court that it appoint Mr Peter Ridges as Vice-Chair of the Ordinances & Regulations Committee and to **re-approved** his appointment to that Committee for an extended term to 31 July 2026.

M23/40 UPDATED ACADEMIC MISCONDUCT POLICY (SEN-23-30)

The Senate received and considered a paper, presented by the Chair of the University Discipline Committee, setting out a new version of the Academic Misconduct Policy. The new policy, which was a revision of the once adopted in 2019, aimed to centralise arrangements and to address the impact of the global pandemic. It was noted that the revision proposed sought to update the Academic Misconduct Policy, and that the policy relating to non-academic misconduct would be considered at a later date.

It was highlighted that the policy offered clear guidance for schools and clarification of what constituted academic misconduct to address a particular prevalence of contract cheating and plagiarism, with clearer guidance on categorisation and related penalties.

The Senate **approved** the new policy.

M23/41 SENATE COMMITTEE FOR INTERIM BUSINESS & EFFECTIVENESS: REPORT OF MEETING OF 01 JUNE 2023 (SEN-23-27)

The Senate **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M23/42 ORDINANCES & REGULATIONS COMMITTEE: REPORT OF MEETING OF 29 MAY 2023 (SEN-23-28)

The Senate **approved** the proposed amendments to Regulation A6 (Progression).

The Senate **approved** the proposed amendments to Regulation A7 (Awards), subject to an amendment to Paragraph 2.5.5.3 substituting “preventing” with “presenting”.

The Senate **received** and **noted** the minutes of the most recent meeting of the Committee.

M23/43 UNIVERSITY COMMITTEE FOR RESEARCH & INNOVATION: REPORT OF MEETINGS HELD ON 04 NOVEMBER 2022 AND 22 MARCH 2023 (SEN-23-29)

The Senate **received** and **noted** the report of business conducted by the Committee since its previous report to Senate.

M23/44 ANY OTHER BUSINESS

The Principal closed the meeting by thanking all Senators, especially those stepping down, for their time, advocacy and communication during the 2022/23 academic session.

M23/45r DATE OF THE NEXT MEETING

Wednesday 06 September 2023