

# SENATE BUSINESS COMMITTEE

A meeting of the Senate Business Committee will be held at **2.00 p.m.** on **Wednesday 3 June 2020** via **Microsoft Teams**.

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## AGENDA

### FOR DISCUSSION

- |    |   |                    |
|----|---|--------------------|
| 1. | <b>Approval of the minutes of the meeting held on 29 April 2020</b> | <b>SBC19:20-15</b> |
| 2. | <b>Draft Agenda for the meeting of the Senate on 18 June 2020</b>   | <b>SBC19:20-16</b> |
| 3. | <b>Election of non <i>Ex Officio</i> Members to Senate</b>          | <b>SBC19:20-17</b> |

### FOR INFORMATION

#### 3. **Dates of meetings in 2020/21**

The Committee is invited to note 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 2020 at 10.00 a.m.
- Tuesday 13 April 2020 at 10.00 a.m.

**SENATE BUSINESS COMMITTEE****Minutes of the meeting of 29 April 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, Iain McEwan, Scott Styles, Neil Vargesson and Rachael Bernard (Clerk)

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

**468. Minutes**

468.1 The Committee approved the minutes of the meeting held on 19 February 2020.

**469. Draft Agenda for the meeting of the Senate on 13 May 2020**

469.1 The Committee agreed that the main item for discussion at the meeting would be the briefing paper being produced by members of the Senior Management Team (SMT) and also the measures being put in place to take forward the governance of operational planning for the future.

469.2 The Committee discussed at length whether the Senate agenda should include discussion and approval of the changes made to term dates and the assessment schedule for the beginning of 2020/21.

469.3 It was confirmed to the Committee that these issues had already been discussed elsewhere and extensive feedback had been sought and where possible included in the amended dates.

469.4 Following discussion and a vote, the Committee concluded that it would not be appropriate for this item to be further discussed by Senate, as the initial decision was taken following appropriate governance routes.

469.5 The Committee agreed that the agenda should include discussion of the proposed governance arrangements for Senate during the continued period of off campus working. It was noted that it would be proposed that a small subgroup, chaired by the Principal, should be established to take any necessary decisions between meetings of Senate.

*[Clerks note: following the meeting, but it was decided that the group should not be necessary. As colleagues become more familiar with on-line meetings and the technology becomes more robust it was considered that that a preferred alternative would be to hold shorter more frequent meetings of the full Senate.]*

**470. Suspended Motion for an Emergency Meeting of Senate**

470.1 The Committee noted a motion received on 22 April requesting an emergency meeting of Senate. Following discussions with the originators of the Motion, it was decided that the meeting of Senate scheduled for 13 May should be reinstated as a full meeting and that steps would be taken to revert to normal Senate operation. As a result, it was agreed that the Motion would be suspended but noted by the Committee.

**471. Dates of meetings in 2020/21**

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- Thursday 17 September 2020 at 10.00 a.m.
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- 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

**SENATUS ACADEMICUS  
Thursday 18 June 2020**

The next meeting of the Senate will be held on **Thursday 18 June 2020** at **1.30 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](mailto:academicservices@abdn.ac.uk) by **12pm on Thursday 18 June**.

**Agenda**

1. Approval of Agenda
2. Approval of Minutes of 13 May 2020
3. Update from Principal
4. Court Report

**Items for Discussion**

5. Update on Planning for Resumption of On-Campus Activity
6. Aberdeen 2040 Key Performance Indicators
7. Governance of Transnational Education

**Any Other Items for Discussion**

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

**Items for Routine Approval or Information**

9. **Items for Routine Approval**
  - 9.1 Report from the University Committee on Teaching & Learning

## **10. Items for Information**

- 10.1 Report from the University Committee on Teaching & Learning
- 10.2 REF Update (*if there is a significant change in the national situation in advance of Senate, this item will be included for discussion*)
- 10.3 Election of non *Ex Officio* Members to Senate

### Notes

#### **Formal Business and Questions for the Principal**

*Any member of Senate wishing to: raise an item for discussion under agenda item 8; or to raise 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 15 June 2020, indicating the reasons for their request.*

UNIVERSITY OF ABERDEEN  
SENATE BUSINESS COMMITTEE  
(3 June 2020)

**ELECTION OF MEMBERS TO THE SENATUS ACADEMICUS**

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

a.	Business School	3 vacancies
b.	School of Divinity, History & Philosophy	3 vacancies
c.	School of Education	2 vacancies
d.	School of Language, Literature, Music and Visual Culture	2 vacancies
e.	School of Law	2 vacancies
f.	School of Social Science	3 vacancies
g.	School of Biological Sciences	3 vacancies
h.	School of Medicine, Medical Sciences and Nutrition	16 vacancies (one until 2022)
i.	School of Psychology	2 vacancies
j.	School of Engineering	3 vacancies
k.	School of Geosciences	3 vacancies
l.	School of Natural and Computing Sciences	3 vacancies

All vacancies are until 30 September 2024 unless otherwise stated.

Usually, Senate Elections take place within term time. As this has not been possible this year, two possible timelines are identified below. Senate Business Committee is asked to select either option A or B for the conduct of the election. The Committee is also asked to approve that voting takes place electronically on this occasion. Moving to electronic elections as the 'normal' approach is being taken forward; it is anticipated that this may require a change to Ordinances. The following arrangements are proposed to fill the current vacancies:

Option A (usual time periods for an election):

- |     |                        |   |
|-----|------------------------|---|
| (a) | Friday 19 June 2020    | Nomination forms issued to all electors by the Interim Secretary    |
| (b) | Wednesday 8 July 2020  | Latest date for return of nomination forms to the Interim Secretary |
| (c) | Friday 10 July 2020    | Voting papers issued to all electors by the Interim Secretary       |
| (d) | Wednesday 29 July 2020 | Latest date for return of voting papers to the Interim Secretary.   |

Option B (extended time periods for an election):

- |     |                        |   |
|-----|------------------------|---|
| (a) | Friday 19 June 2020    | Nomination forms issued to all electors by the Interim Secretary    |
| (b) | Wednesday 22 July 2020 | Latest date for return of nomination forms to the Interim Secretary |
| (c) | Friday 24 July 2020    | Voting papers issued to all electors by the Interim Secretary       |

(d) Wednesday 26 August 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*.