

## SENATE BUSINESS COMMITTEE

## Minutes of the meeting of 30 August 2023

*Present:* Karl Leydecker (Chair), Chantel Den Daas, Nick Forsyth, Richard Hepworth-Young, Diane Skatun, Mary Stephen, Ruth Taylor, Neil Vargesson, and Rachael Bernard (Clerk)

*Apologies were received from:* Rhiannon Ledwell, Tracey Slaven, Zeray Yihdego

**566 Approval of previous meeting's minutes SBC2324:01**

566.1 The draft minutes of the meeting of the Committee held on 15 May 2023 were approved. The Committee noted that matters arising in connection with the Hay of Seaton Committee would be discussed at the end of the meeting.

**567 Remit and Composition SBC2324:02**

567.1 In considering the Remit & Composition of the Committee it was noted that there would be a need for an election process to replace members due to leave the Committee at the end of September.

567.2 The Committee noted that SMT had recently approved an amended process for securing Senate and/or academic representation on committees which includes a short statement from the candidate. It was agreed that the Chair and Clerk would oversee the drafting needed for the recruitment process.

**Action: KL/RB**

**568 Draft Agenda for the meeting of the Senate on 20 September 2023****SBC2324:03**

568.1 The Committee discussed and approved the draft agenda. It was noted that it wasn't a packed agenda and that it was not anticipated that some items would require lengthy discussion as the versions returning to Senate for approval incorporated changes agreed by Senate previously.

568.2 It was agreed that the Research item would include a presentation from the Vice-Principal (Research) to enable discussion of the ongoing REF consultation and any institutional implications as well as a progress update on the Institutional Research Leave scheme.

568.3 The Clerk agree to make the requested amendments and complete the timings as discussed before recirculating the draft agenda.

**Action: RB**

**569 Schedule of Business for Senate 2023/24 SBC2324:04**

569.1 In approving the draft schedule of business for the year, the Committee noted that more Education items were anticipated for the March and June meetings.

569.2 The Committee agreed that meetings during 2022/23 had often had very packed agendas and it would be better for the coming year if this could be avoided if possible.

569.3 The Chair noted that it was anticipated that there would be substantial item, probably at the November meeting, to update Senate on the Reimagining the Campus project.

## **570 Senate Elections**

**SBC2324:05**

570.1 The Committee approved the proposed timeline for the required by-elections for members.

## **571 Dates of meetings in 2023/24**

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

Committee dates for 2023/24:

- 18 October 2023
- 24 January 2024
- 6 March 2024
- 13 May 2024

Forthcoming dates for Senate 2023/24:

- 20 September 2023
- 8 November 2023
- 14 February 2024
- 27 March 2024
- 5 June 2024

## **572 Any other business**

572.1 Hay of Seaton Committee Convenorship

The Committee confirmed the transfer of the Chair of the Hay of Seaton Committee from Anne-Michelle Slater (Law) to Phil Ziegler (DHPAH). It was noted that the Committee was established by Court to oversee the use of a legacy provided to the University in memory of Malcolm Hay of Seaton. It was further noted that there were no formal requirements for Senate/SBC to have a role in confirming membership, but it was established custom and practice for SBC to confirm the chairing (minute 557 refers).